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வருடாந்த செயலாற்றுகை அறிக்கையும் கணக்குகளும் - 2023
நுவரெலியா மாவட்டம்
Annual Performance Report & Accounts – 2023
Nuwara Eliya District



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மாவட்ட செயலகம் - நுவரெலியா
District Secretariat –Nuwara Eliya

Annual Performance Report for the Year 2023

Name of the Institution - District Secretariat, Nuwara Eliya

Expenditure Head Number - 260

Contents

Chapter 01 - Institutional Profile/ Summary of Implementation

Chapter 02 - Progress and Future Vision

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Chapter 06 - Human Resources Profile

Chapter 07 - Compliance Report

Chapter 01 - Institutional Profile/ Summary of Activation

1.1 Introduction

1.2 District Bountaries and Geographical Background

The Nuwara Eliya District which is known as the Roof of Sri Lanka is situated in Central Province and surrounded by Kandy, Badulla, Kegalle and Rathnapura Districts. Various mountains with height range from 900 - 8000 feet such as Pidurutalagala the highest mountain in Sri Lanka and Kirigalpoththa, Thotupola Kanda, Kikiliyamana, Great Western, Haggala and the most sacred Sri Pada Mountain are situated in Nuwara Eliya District.

And Nuwara Eliya has become a paradise to the foreigners due to that the water falls such as Lakshapana, Devon, Aljin, St'clares, Ramboda, Bakers, Kurugu Ella, Garandi Ella and also the beginning of Mahawelli, Kelani rivers and Horton planes sanctuary and Haggala Botanical Garden which are famous for foreigners are found in Nuwara Eliya District. And the main reservoirs that contribute to Hydro Power in Sri Lanka such as Maussakelle, Carseltree, Kaniyon, Norton Bridge, Kothmale, Randenigala and large area of Victoria reservoir also situated in Nuwara Eliya District.

From the population in Nuwara Eliya about 57.1% are Tamils and rest are Sinhala and various other nationalities. When considering the climatic condition of Nuwara Eliya, it is most suitable for agriculture and it is famous for vegetable cultivation.

Nuwara Eliya extends to 1741 Km² and annual rain fall is about 75 inches. And the main feature of the District is that the Watawala area which receives the most heavy rain fall in Sri Lanka and the Nuwara Eliya area where the lowest temperature was recorded in Sri Lanka.



1.1.2 HISTORICAL BACKGROUND OF NUWARAELIYA DISTRICT AND ITS IMPORTANCE

Nuwaraeliya has been complimented as “Little England” after the historical discovery of Nuwaraeliya by John Davey, an English national, in the year 1819. Nuwaraeliya, which was first used by the British for the cultivation of the crops for their own benefit, as a tourist center and later as an administrative unit, had become next beloved motherland for them. This was because the climatic conditions in Nuwaraeliya was very much similar to that of their motherland.

Yet , the legends and the documentary evidence indicate that the history of Nuwaraeliya goes as far as pre historic era. For this purpose, the Horton Planes was identified as a place with distinctive archaeological importance. Horton Planes is a place which has attracted the special attention of the archaeologists as a region with extended civilizations of the Central Hills in the pre historic era.

The 'Idayim' book (The book on boundaries) of the island of Sri Lanka indicates that there were 42 regions in the Ruhunu country out of the three Sinhale countries Ruhunu, Maya, Pihiti, with regions including Kothmale Rata, Mathurata, Goda Rata, Sagama, Katubulu Rata, Minipe forming Nuwaraeliya .

Though Nuwaraeliya has been characterized with a commercial appearance at present with its tea cultivation, it is said that it was a thick jungle in the past full of wild elephants. From the electorates Walapane, Hanguranketha, Kothmale, Nuwaraeliya and Maskeliya constituting the upcountry, Nuwaraeliya district has been the wetland. This region was not colonized by the ancient kings because it was utilized as a protective zone and a water resource blessed with rainfall .

Though, historical evidence are not available, history of Nuwaraeliya places significance on the legend of Rawana. Legends say that in the prehistoric era, King Rawana had made Badulla region his capital city of which Nuwaraeliya was a part and parcel of the said administrative region, after the abduction of Seetha King Rawana had kept her in protection in a cave in Sthreepura hill which is at present innundated by the waters of Randenigala reservoir in the Paranagama area of Walapane. Queen Seetha was infected with an ophthalmia due to the lack of ventilation and sunlight in the cave. Seetha Eliya is known as the place where she was brought to expose herself to sunlight and the legends say that she had lamented her serious desolation in the area presently known as Walapane.

Another legend says that Kuweni being chased away by King Wijaya had fled with her two children and lived in Dhoragala in Kothmale and Yakinigala. Her two children from whom the Veddah people descend after Kuweni was killed by the people of Yaksha tribe, fled to Samanala region and lived there.

The region of Hanguranketha, Walapane and Kothmale possess historical evidence in proof of its definite history. The fact that different place names associated with these areas are in constant dialogue with historical phenomena provide perfect examples for this. The Mahawamsa describes that the prince Pandukabhaya who had initiated the city of Anuradhapura had made use of Dolugala area for his military organization activities. It is believed that this region may be Dolugala in Hanguranketha . Historical significance exists about the King Dutugemunu and the Kothmale region, as well. Prince Dutugemunu prior to his crowning organized his battle against King Elara for the

unification of Sri Lanka during his stay in Kothmale region. It is also said that King Kawanthissa had planted a sapling of Sathalis maha Bodhi in the Pusulpitiya temple.

The Mahawamsa gives evidence to the facts that in 103 B.C., King Walagamba while staying in Walapane after fleeing from enemy invasions, had constructed Raja Maha Vharas in Yatimadura, Wilwala, Araththana and Kadadora. An inscription on a stone in Ambagamuwa mentions that in the Polonnaruwa era, King Wijayabahu had given a land-grant for the maintenance of Sri Pada and the pilgrims worshipping Sri Pada. This stone inscription is known at present as Ambagamuwa stone inscription.

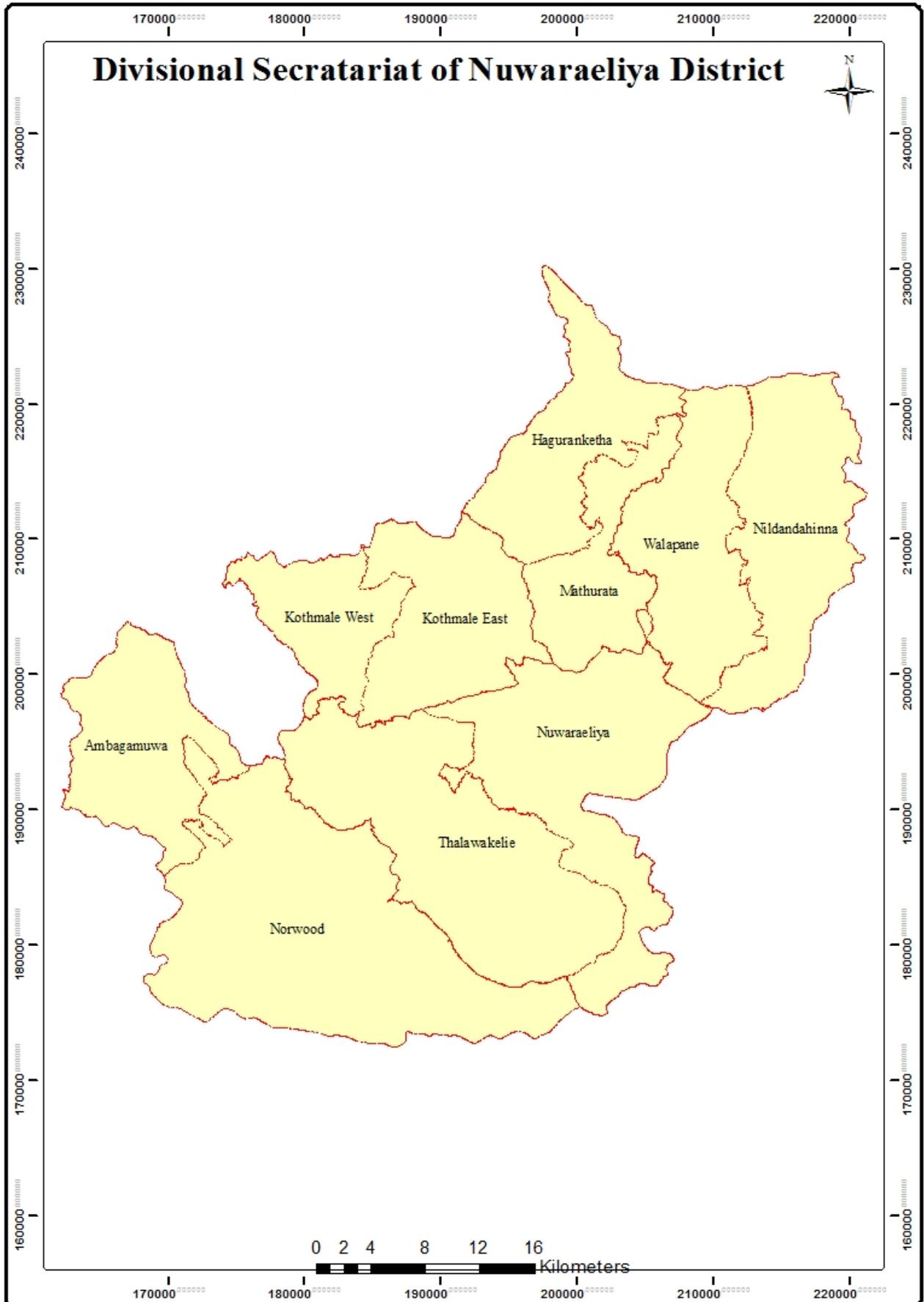
The history of the shasana mentions that during the reign of Polonnaruwa kingdom during 1215 -1236 A.D. with the destruction of temples and stupas by the invasion of Kalinga Magha, the relics of Dalada and Pathra had been brought for protection by the Bhikkus headed by Wachissara thero to Kothmale region.

During Dambadeni era, the king Third Wijayabahu had brought the sacred tooth Relic with reverence for protection to Beligala area. Inhabitants of the area believe that Dimbulakanda, the residence of the king Wijayabahu who stayed there for the returning of the sacred Tooth Relic to his kingdom is named as Wijeba kanda at present, the village in which the procession was decided upon is named as Niyamgamdora and the village from where the flowers had been obtained for the procession is named as Maldeniya. Further, it is said that king Sitawaka Rajasinha after converting himself to Hindu faith had conveyed Kothmale region to Arittakee Wendu Perumal.

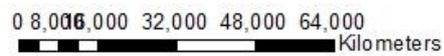
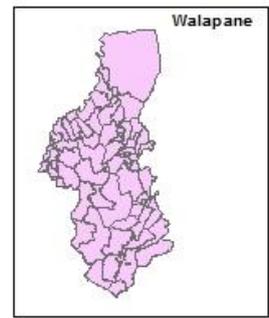
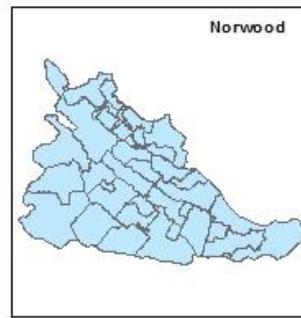
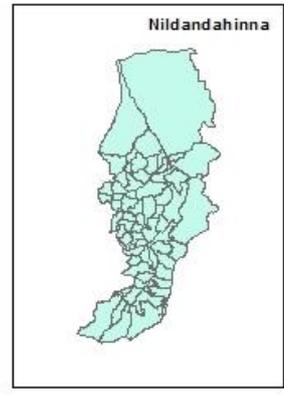
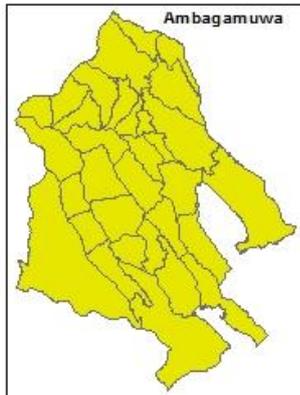
With the inception of Kanda Udarata as the key administrative centre of Sri Lanka, the regions of Walapane, Kothmale, Hanguranketha have gradually become settlements. Historical evidence indicate that these regions had become provinces subjected to the direct control of the king. Walapane region had been a centre of protection from the Portuguese for the king Wimaladharmasuriya. Historical sources give evidence to the fact that the king had later reconstructed the Maluwegoda Raja Maha Vihara and had constructed a palace in Maligathenna. Harangala region of Kothmale, Rasingala region of Walapane had been mentioned as regions that provided protection for the King Rajasinha, the Second who reigned from 1635 A.D. to 1687 A .D. and this area then known as Diyathilakapura was named as Hanguranketha by this king. King Keerthi Sri Rajasinha who reigned from 1744 A .D. to 1782A .D. had concealed the sacred Tooth Relic in Araththana Raja Maha Vihara to protect from the Dutch invasions and initiated a procession in felicitation of the sacred Tooth Relic based on this temple which was later referred to as the Hanguranketha Esala Procession. Mandaram Puwatha and British documents of the colonial era establish well how these areas provided protection to the kings and their existence as sub administrative units . In 1803, King Sri Wickrama Rajasinha, according to existing information, had come to Hanguranketha, constructed a palace and lived there with his royal women.

The incident that the peacock flag of Walapane was torn and destroyed after the appointment of Dullewa as the new Government agent for Walapane by the Governor, Sir Robert Brownrig in the year 1818 is indicative of the fact Walapane was recognized as a separate administrative unit during the times of the Kandyan kingdom.

1.1.3 DISTRICT MAP



Divisional Secretariats of Nuwara-Eliya District



Extend According to the land use		
	Extend (Square Km)	Percentage
Land area	1,690.2	97.08
Internal Reservoirs	50.8	2.92
Total Land Extend	1,741.0	100.00
Total extend of cultivated land	737.3	42.35
Total extend of uncultivated land	274.4	15.76
Total Forest Land	729.2	41.89
Total Land Extend	1,741.0	100.00
Source - District Statistics Division, Nuwara Eliya		

1.1.4 Common Data of the District

Serial Number	Required data	Number/ value/ Details	
01	District	Nuwara Eliya	
02	Number of Divisional Secretariats	07	
03	According to the delimitation number of Divisional Secretariats proposed.	10	
04	Number of Grama Niladhari Divisions	491	
05	Population	780,000	
06	Number of Voters	569,028	
07	Municipal Council	01	
08	Urban Council	02	
09	Number of Pradeshiya Saba	09	
10	Number of parliamentary Seats	08	
13	Livelihood of District People/ Trade patterns (Briefly)	Jobs related to Plantation Industries and Agriculture	
14	Staff of the District	Approved	Real
		1,455	1,354
15	Number of Bungalows / Holiday Resorts under the Ministry of Home Affairs	01	
16	Number of Bungalows / Holiday Resorts under the Ministry of Public Administration	02	

1.1.5 Electoral Division wise number of registered voters - 2022

Serial No.	Electoral Division	Number of Voters Registered
1	Kothmale	86,040
2	Hanguranketha	76,955
3	Walapane	89,153
4	Nuwara Eliya Maskeliya	336,702
5	Total	588,850

1.2 Vision, Misson and Objectives of the Institution

Vision

A productive citizen, a family of happiness, disciplined society and prosperous district.

Misson

Accomplishing the expectations of the public of the district by taking actions as the pioneer of human and physical resources management of the district, providing advice and guidance as required through coordinating government and non- government institutions of the district to assure the investment of public fund a planned and sustained way and providing higher contribution to national economic by promoting the livelihood of the public by targeted uplifting of rural economy and implementing necessary techniques in such a way that social co- existence and reconciliation is developed concurrently in the district.

Objectives

- Creating an efficient public service through active participation of private and government sectors.
- Implementation, supervision and management of various socio economic projects.
- Motivation for cultural reliability, diversity and equality.
- Effective implementation of government policies by improving communication and cooperation among the divisions.

1.3 Main Functions

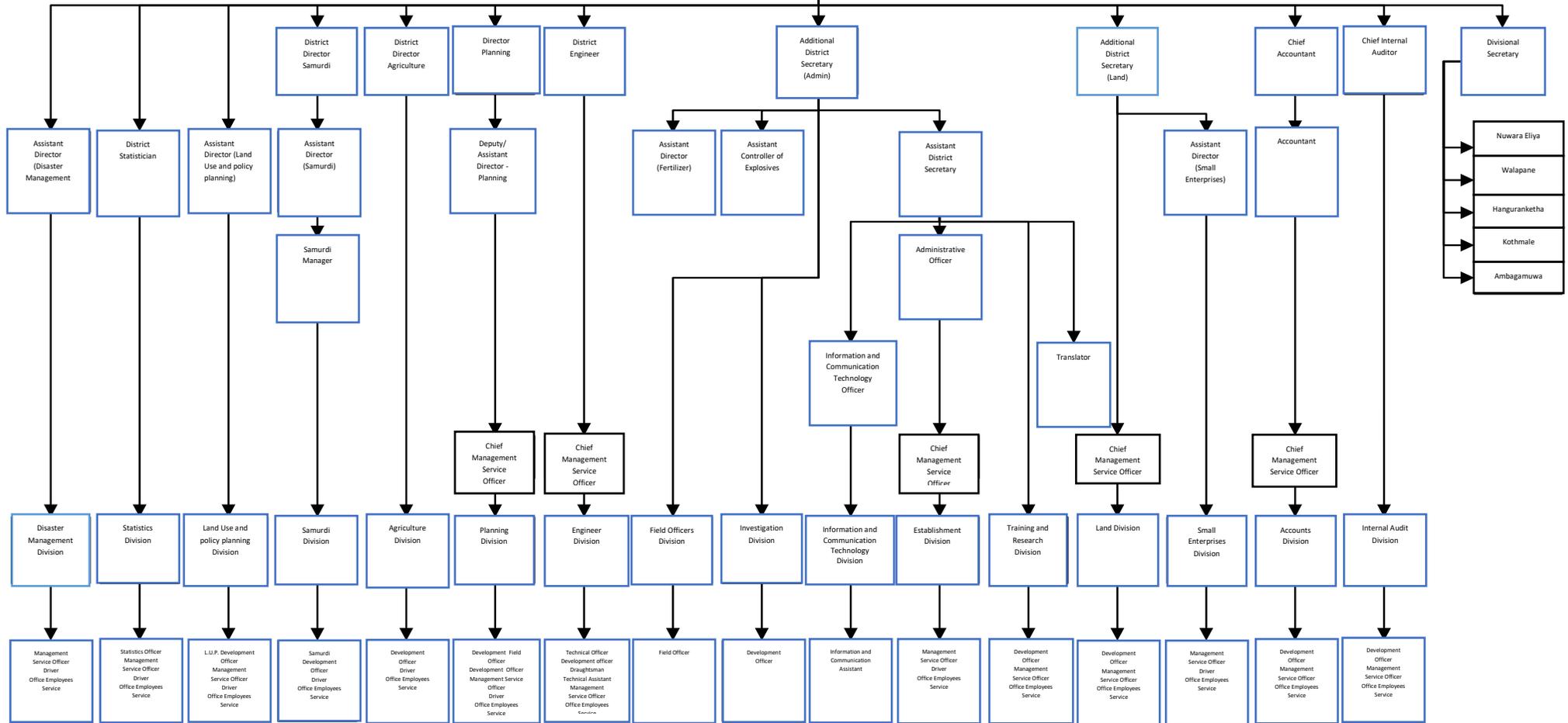
- Coordinating Ministries, Departments and other institutes to perform the role of government.
- Collecting approved revenue for central government and Provincial Council.
- Supervision, coordination and administration of all the Divisional Secretariats in the district.
- Coordinating the activities related to the Ministries, Departments and Provincial Council.
- Implementation of development projects by using decentralized funds and funds received from other Ministries and Departments.
- Implementation of state, religious and cultural festivals and activities at district level.
- Intervention in solving social problems through coordinating the government institutions, civil organizations and non government organizations.



ORGANIZATIONAL STRUCTURE

District Secretariat Nuwara Eliya

District Secretary/ Government Agent



Chapter 02 - Progress and the Future Outlook

2.1 Special Achievements, challenges and future goals

2.1.1 Special Achievements

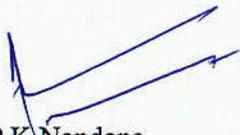
01. Taking actions to coordinate the capable persons and organizations offering to help Nuwara Eliya District under the programme “Helping Nuwara Eliya” one of the project under the programme “Nuwara Eliya Wasanthaya”.

2.1.2 Challenges

01. Increasing Natural disasters
02. Terrain
03. Shortage of government lands for development activities.
04. Lack of technical officers (Civil) required for development projects.

2.1.3 Future Goals

01. As at 2025 lifting the economic, social and cultural development of the Nuwara Eliya District to a higher place by implementing 20 projects successfully coming under “Nuwar Eliya Wasanthaya” programme.


G.K.G.A.R.P.K. Nandana,
District Secretary/ Government Agent,
Nuwara Eliya Administrative District.

G. K. G. A. R. P. K. Nandana
District Secretary / Government Agent
Nuwara Eliya.

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

ACA-F

Statement of Financial Performance for the period ended 31st December 2023

Revised Budget Allocations 2023	Note	Actual	
		2023	2022
Rs.		Rs.	Rs.
-	Revenue Receipts		
-	Income Tax	1	-
-	Taxes on Domestic Goods & Services	2	-
-	Taxes on International Trade	3	-
-	Non Tax Revenue & Others	4	-
-	Total Revenue Receipts (A)		-
	Non Revenue Receipts		
	Treasury Imprests	2,656,491,085	2,499,736,000
	Deposits	194,872,854	222,970,243
	Advance Accounts	41,720,047	36,648,939
	Other Main Ledger Receipts	-	-
	Total Non Revenue Receipts (B)	2,893,083,985	2,759,355,182
	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)	2,893,083,985	2,759,355,182
	Remittance to the Treasury (D)	14,507,157	74,481,400
-	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)	2,878,576,829	2,684,873,782
	Less: Expenditure		
-	Recurrent Expenditure		
575,370,000	Wages, Salaries & Other Employment Benefits	5	518,192,695
114,230,000	Other Goods & Services	6	103,154,492
13,206,000	Subsidies, Grants and Transfers	7	12,147,607
-	Interest Payments	8	-
-	Other Recurrent Expenditure	9	-
702,806,000	Total Recurrent Expenditure (F)		633,494,794

**Statement of Financial Position
As at 31st December - 2023**

	Note	Actual	
		2023 Rs	2022 Rs
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	2,673,417,615	2,555,759,286
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	116,789,855	116,636,991
Cash & Cash Equivalents	ACA-3	900,878	900,878
Total Assets		2,791,108,348	2,673,297,155
<u>Net Assets / Equity</u>			
Net Worth to Treasury		(48,640,633)	(92,973,804)
Property, Plant & Equipment Reserve		2,673,417,615	2,555,759,286
Rent and Work Advance Reserve	ACA-5(b)	-	-
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	165,430,488	209,610,795
Unsettled Imprest Balance	ACA-3	900,878	900,878
Total Liabilities		2,791,108,348	2,673,297,155

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 9 to 25 and Annexures to accounts presented in pages from 26 to 56 form an 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.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out.

AK
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Chief Accounting Officer

Name : Pradeep Yasarathna
Designation :
Secretary Ministry of Public Administration, Home
Affairs, Provincial Councils And Local Government
Date : 19/02/2024

Pradeep Yasarathna
Secretary
Ministry of Public Administration, Home Affairs,
Provincial Councils & Local Government
(Home Affairs Division)
"NILA MEDURA" Elvitigala Mawatha, Colombo 05.

[Signature]
.....
Accounting Officer

Name : G.K.G.A.R.P.K.Nandana
Designation :
District Secretary , Nuwaraeliya
Date : 12-02-2024

G.K.G.A.R.P.K.Nandana
District Secretary / Government Agent
Nuwara Eliya.

[Signature]
.....
Chief Financial Officer/ Chief Accountant/
Director (Finance)/ Commissioner (Finance)
Name : P.A.D.Damayanthi
Designation :
Chief Accountant, District Secretariat , Nuwaraeliya
Date : 2024.02.12

P.A.D. Damayanthi
Chief Accountant
District Secretariat office
Nuwara Eliya.

**Statement of Cash Flows
for the Period ended 31st December - 2023**

	Actual	
	2023 Rs.	2022 Rs.
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	113,341,582	139,857,235
Imprest Received	2,656,491,085	2,499,736,000
Recoveries from Advance	58,507,953	52,298,772
Deposit Received	194,872,854	222,999,193
Total Cash generated from Operations (A)	3,023,213,473	2,914,891,200
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	620,374,862	581,610,791
Subsidies & Transfer Payments	12,147,607	2,075,012
Expenditure incurred on behalf of Other Heads	2,049,149,229	1,573,478,568
Imprest Settlement to Treasury	14,507,157	74,481,400
Advance Payments	73,746,889	67,620,075
Deposit Payments	239,080,011	278,842,959
Total Cash disbursed for Operations (B)	3,009,005,754	2,578,108,804
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	14,207,719	336,782,396
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	236,360	210,390
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	236,360	210,390

**Statement of Cash Flows
for the Period ended 31st December - 2023**

	Actual	
	2023	2022
<u>Less - Cash disbursed for:</u>		
Capital Expenditure	14,444,079	336,992,786
Total Cash disbursed for Investing Activities (E)	14,444,079	336,992,786
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	(14,207,719)	(336,782,396)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	(0)	0
<u>Cash Flows from Fianacing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) + (J)	(0)	0
Opening Cash Balance as at 01 st January	900,878	900,878
Closing Cash Balance as at 31st December	900,878	900,878

Basis of Reporting

1) **Reporting Period**

The reporting period for these Financial Statements is from 01st January to 31st December 2023.

2) **Basis of Measurement**

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3) **Recognition of Revenue**

Exchange and non exchange revenues are recognised on the cash receipts during the accounting period irrespective of relevant revenue period.

4) **Recognition and Measurement of Property, Plant and Equipment (PP&E)**

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

PP&E are measured at a cost and revaluation model is applied when cost model is not applicable.

5) **Property, Plant and Equipment Reserve**

This reserve account is the corresponding account of Property Plant and Equipment.

6) **Cash and Cash Equivalents**

Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2023.

Summary of Expenditure by Programme for the period ended 31st December 2023

Expenditure Head No : 260

District Secretariat : Nuwara Eliya

Rs.

Programme Number given in Annual Estimates	Title of the Expenditure	Annual Budgetary Provision (1)	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision (4)=(1)+(2)+(3)	Total Expenditure (5)	Net Effect Savings / (Excesses) (6)=(4)-(5)
Programme (1)	(1) Recurrent	692,000,000	10,806,000	-	702,806,000	633,494,794	69,311,206
	(2) Capital	18,000,000	-	-	18,000,000	14,444,079	3,555,921
	Sub Total	710,000,000	10,806,000	-	720,806,000	647,938,873	72,867,127
Programme (2)	(1) Recurrent	-	-	-	-	-	-
	(2) Capital	-	-	-	-	-	-
	Sub Total	-	-	-	-	-	-
	Grand Total	710,000,000	10,806,000	-	720,806,000	647,938,873	72,867,127

.....
 Chief Financial Officer /Chief Accountant/Director (Finance)/
 Commissioner (Finance)

Date : 2024.02.12

R.A.D. Damayanthi
 Chief Accountant
 District Secretariat office
 Nuwara Eliya.

Statement of Summary of Financing the Expenditure by Programme

District Secretariat : Nuwara Eliya
Expenditure Head No : 260

Code	Financing Description of Items	Programme 01 *		Programme 02 *		Grand Total		
		Net Provision **	Actual Expenditure	Net Provision **	Actual Expenditure	Net Provision **	Actual Expenditure	Percentage of Expenditure ***
		1	2	3	4	5	6	(6÷5)X100
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	%
11	Domestic Funds	720,806,000	647,938,873			720,806,000	647,938,873	90
12	Foreign Loans							
13	Foreign Grants							
14	Reimbursable Foreign Loans							
15	Reimbursable Foreign Grants							
16	Counterpart Funds							
17	Foreign Finance Associated Cost							
18	Foreign Financing Related Domestic-Co-Financing							
21	Special law							
	Total	720,806,000	647,938,873	0	0	720,806,000	647,938,873	


Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 2024-02-12

P.A.D. Damayanthi
Chief Accountant
District Secretariat office
Nuwara Eliya.

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 260

District Secretariat : Nuwara Eliya

Rs.

Expenditure Code	Note	Provisions				Expenditure			Net Effect			
		Finance Code	Annual Budgetary Provision	Supplementary Estimate Provision	FR 66/69 Transfers	Total Net Provision	Expenditure as per the Cash Book	Expenditure incurred by Other Ministry/Dept. Under the FR, 208 (As per the Treasury Printouts)	Total Expenditure	Savings / Excess	Savings / Excess as a % of Revised Estimat	Reasons for Variance
		(1)	(2)	(3) (-)/+	(4)=(1)+(2)+(3)	(5)	(6)	(7)=(5)+(6)	(8)=(4)-(7)			
OBJECT CODE WISE CLASSIFICATION OF TRANSFERS, GRANTS & SUBSIDIES												
Transfers												
260-1-1-6-1504 Development Subsidies	7	11	-	10,806,000	-	10,806,000	10,331,673	-	10,331,673	474,327	4	
260-1-1-0-1506 Property Loan Interest to Public Servants		11	400,000	-	400,000	330,132	-	330,132	69,868	17	Reduced expences due to transfers	
260-1-2-0-1506 Property Loan Interest to Public Servants		11	2,000,000	-	2,000,000	1,485,802	-	1,485,802	514,198	26	Reduced expences due to transfers	
Total			2,400,000	10,806,000	-	13,206,000	12,147,607	-	12,147,607	1,058,393		
Grand Total (Notes 5 to 9) Total Recurrent Expenditure			692,000,000	10,806,000	-	702,806,000	632,522,469	972,325	633,494,794	69,311,206		
Capital Expenditure												
OBJECT CODE WISE CLASSIFICATION OF PUBLIC INVESTMENT												
Rehabilitation & Improvements of Capital Assets												
260-1-1-0-2001 Buildings & Structures	10	11	9,000,000	-	-	9,000,000	7,330,925	-	7,330,925	1,669,075	19	Due to the bad weather condition in the year could not complete the essential roof repairs
260-1-1-0-2002 Plant, Machinery & Equipment		11	800,000	-	-	800,000	676,300	-	676,300	123,700	15	Expected expenditure was not occurred
260-1-1-0-2003 Vehicles		11	4,000,000	-	-	4,000,000	2,823,743	-	2,823,743	1,176,257	29	Less expenditure due to usage of new vehicles
Total (a)			13,800,000	-	-	13,800,000	10,830,968	-	10,830,968	2,969,032		
Acquisition of Capital Assets												
260-1-1-0-2102 Furniture & Office Equipment		11	1,000,000	-	-	1,000,000	957,435	-	957,435	42,565	4	
260-1-1-0-2103 Plant, Machinery & Equipment		11	1,000,000	-	-	1,000,000	974,547	-	974,547	25,453	3	
260-1-1-0-2104 Buildings & Structures		11	1,000,000	-	-	1,000,000	1,000,000	-	1,000,000	-		
Total (b)			3,000,000	-	-	3,000,000	2,931,982	-	2,931,982	68,018		

Statement of Expenditure by Programme

Expenditure Head No : 260

District Secretariat : Nuwara Eliya

Rs.

Expenditure Code	Programme (1)					Programme (2)					Total Expenditure for the Period 2023 (11)=(5)+(10)
	Provisions				Expenditure	Provisions				Expenditure	
	Annual Budgetary Provision (1)	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision (4)=(1)+(2)+(3)		Annual Budgetary Provision (6)	Supplementary Estimate Provision (7)	FR 66/69 Transfers (8)	Total Net Provision (9)=(6)+(7)+(8)		
Recurrent Expenditure											
Personal Emoluments											
1001 - Salaries & Wages	378,000,000	-	-	378,000,000	334,708,494	-	-	-	-	-	334,708,494
1002 - Overtime & Holiday Payments	10,000,000	-	370,000	10,370,000	9,768,964	-	-	-	-	-	9,768,964
1003 - Other Allowances	187,000,000	-	-	187,000,000	173,715,238	-	-	-	-	-	173,715,238
Travelling Expenditure											
1101 - Domestic	12,000,000	-	-	12,000,000	11,046,889	-	-	-	-	-	11,046,889
1102 - Foreign	-	-	124,215	124,215	124,215	-	-	-	-	-	124,215
Supplies											
1201 - Stationery & Office Requisites	12,500,000	-	2,300,000	14,800,000	14,028,884	-	-	-	-	-	14,028,884
1202 - Fuel	16,000,000	-	-	16,000,000	14,434,174	-	-	-	-	-	14,434,174
1203 - Diets & Uniforms	2,100,000	-	-	2,100,000	1,771,856	-	-	-	-	-	1,771,856
Maintenance Expenditure											
1301 - Vehicles	12,500,000	-	-	12,500,000	10,388,624	-	-	-	-	-	10,388,624
1302 - Plant and Machinery	3,800,000	-	-	3,800,000	3,132,914	-	-	-	-	-	3,132,914
1303 - Building and Structures	12,000,000	-	(2,924,215)	9,075,785	8,052,309	-	-	-	-	-	8,052,309
Services											
1401 - Transport	2,000,000	-	(370,000)	1,630,000	1,352,221	-	-	-	-	-	1,352,221
1402 - Postal & Communication	8,200,000	-	-	8,200,000	7,245,429	-	-	-	-	-	7,245,429
1403 - Electricity & Water	8,500,000	-	500,000	9,000,000	8,260,141	-	-	-	-	-	8,260,141
1404 - Rents & Local Taxes	1,000,000	-	-	1,000,000	801,471	-	-	-	-	-	801,471
1409 - Other	24,000,000	-	-	24,000,000	22,515,366	-	-	-	-	-	22,515,366
Transfers											
1504 - Development Subsidies	-	10,806,000	-	10,806,000	10,331,673	-	-	-	-	-	10,331,673
1506 - Property Loan Interest to Public Servants	2,400,000	-	-	2,400,000	1,815,934	-	-	-	-	-	1,815,934
Grand Total	692,000,000	10,806,000	-	702,806,000	633,494,794	-	-	-	-	-	633,494,794

Statement of Financing of Expenditure of Each Programme by Projects
(Financing of Capital and Recurrent expenditure according to Projects of a Programme)

District Secretariat : Nuwara Eliya
Expenditure Head No : 260
Programme No. & Title : 01 Operating Activities

Financing		Project 1		Project 2		Project 3		Programme Total/Page Total *	
Code	Description of Items	Net Provision	Actual Expenditure	Net Provision	Actual Expenditure	Net Provision	Actual Expenditure	Net Provision	Actual Expenditure
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
11	Domestic Funds	146,789,184	127,226,836	574,016,816	520,712,037	-	-	720,806,000	647,938,873
12	Foreign Loans								
13	Foreign Grants								
14	Reimbursable Foreign Loans								
15	Reimbursable Foreign Grants								
16	Counterpart Funds								
17	Foreign Finance Associated Cost								
18	Foreign Financing Related								
	Domestic Co-Financing								
21	Special law								
	Total	146,789,184	127,226,836	574,016,816	520,712,037	-	-	720,806,000	647,938,873

(Signature)
Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)

Date : 2024.02.12

P.A.D. Damayanthi
Chief Accountant
District Secretariat office
Nuwara Eliya.

Statement of Imprest Account for the year 2023

District Secretariat : Nuwara Eliya
Expenditure Head No. : 260

Rs.

Imprest Account No.	Imprest Balance as at 1 st January 2023			Imprest Received			Imprest Settlement			Imprest Balance as at 31 st December 2023			Imprest Balance as at 31 st December 2023 as per Entity Books	Imprest Balance as at 31 st December 2023 as per Treasury Books		
	1			2			3			4					*5	6
	Unsettled Sub Imprests	Unsettled Imprests (Excluding Unsettled Sub Imprests)	Total	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total				
1(i)	1(ii)	1(iii)	2(i)	2(ii)	2(iii)=2(i)+2(ii)	3(i)	3(ii)	3(iii)=3(i)+3(ii)	4(i)	4(ii)	4(iii)=4(i)+4(ii)+4(iii)	5=1(iii)+2(iii)-3(iii)				
7002-0-0-307-0-21-0	900,878		900,878			-				900,878		900,878	900,878	900,878		
7002-0-0-307-0-23-0				2,656,491,085	309,367,924	2,965,859,009	2,951,351,853	14,507,157	2,965,859,009							
	900,878	-	900,878	2,656,491,085	309,367,924	2,965,859,009	2,951,351,853	14,507,157	2,965,859,009	900,878	-	900,878	900,878	900,878		

I. Please show reasons for difference between 4 and 6 above .

- (1) Remitted to the Treasury but not updated cash book balance as at 31/12/2023
(2) Other reasons-

State if these balances were settled as at the date of signing the report and if not, reason for not settling the balances.
Unsettle mobilisation advance in contract 2012
I hereby certify that the above information is true and correct.

P.A.D.
Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)

Date : 2024.02.12

P.A.D. Damayanthi
Chief Accountant
District Secretariat office
Nuwara Eliya.

Statement of Deposit Accounts as at 31st December 2023

Expenditure Head No : 260

District Secretariat : Nuwara Eliya

Rs.

Name of Deposit Accounts	Deposit Number	Balance as at 1st January 2023	Credited during the year	Debited during the year	Balance as at 31st December 2023	Balance as per Treasury Book as at 31st December 2023
Security Deposits	6000-0-0-1-0-47	100,000	546,320	205,320	441,000	441,000
Tender Deposits	6000-0-0-2-0-63	2,000	336,974	236,973	102,001	102,001
Retention Money for Construction	6000-0-0-16-0-16	32,511,394	5,907,155	29,167,791	9,250,757	9,250,757
Compensation	6000-0-0-17-33	143,200,228	52,140,796	66,060,704	129,280,320	129,280,320
Temporary Retention for Statutory Payments	6000-0-0-18-0-19	33,797,173	135,941,610	143,382,373	26,356,410	26,356,410
		209,610,795	194,872,854	239,053,161	165,430,488	165,430,488

.....
 Chief Financial Officer /Chief Accountant/Director (Finance)/
 Commissioner (Finance)

Date : 2024.02.12

P.A.D. Damayanthi
 Chief Accountant
 District Secretariat office
 Nuwara Eliya.

**The Status Report as at 31/12/2023 on Bank Accounts opened
in terms of Treasury Operation Circular No. 3/2015 of 23.10.2015**

Expenditure Head No. : 260

District Secretariat : Nuwara Eliya

Serial No.	Name of Bank	Account No.	Balance as per Bank Statement as at 31/12/2023	Balance as Per Cash Book as at 31/12/2023	Total Value of Cheques not yet Presented to Bank as at 31/12/2023 (if exceeds 6 months)	Month of Last Bank Reconciliation Prepared
			(Rs.)	(Rs.)		
1	Bank of Ceylon -Taprobane	7041817	2,728,343.49			December
2	Bank Of Ceylon - Nuwara Eliya	7041818	21,924,655.09			December
3	Bank Of Ceylon - Nuwara Eliya	7041820	144,119,445.38			December
4	People's Bank - Ginigathhena	9026765	190,064,067.91			December
5	People's Bank - Puudaluoya	9026771	23,468,166.22			December
6	People's Bank - Nildnadahinna	9026766	40,147,051.82			December
7	People's Bank - Haguranketha	0029401	11,820,639.96			December

I hereby certify that the above information is true and correct.


 Chief Financial Officer /Chief Accountant/Director (Finance)/
 Commissioner (Finance)

Date: 2024.02.12

P.A.D. Damayanthi
 Chief Accountant
 District Secretariat office
 Nuwara Eliya.

Statement of Commitments and Liabilities as at 31st December

Nature	Commit_No	Date	To_whom	Vote	Commitment	Commit_bal	L_Date	Liability_amt	Revised_Lia	Paid	Liability_Bal	Reported_By
Govt	870*1	31-Dec-23	Grama Niladari	WAL-260-1-2-0-1101-P	276,601.80	0	31-Dec-23	276,601.80	0	0	276,601.80	260
SOE	870*10	31-Dec-23	National Water And Drainage Board.	WAL-260-1-2-0-1403-P	13,709.57	0	31-Dec-23	13,709.57	0	0	13,709.57	260
Govt	870*11	31-Dec-23	Post Master General	WAL-260-1-2-0-1402-P	2,580.00	0	31-Dec-23	2,580.00	0	0	2,580.00	260
Govt	870*13	31-Dec-23	M.G.Indika Kumara	WAL-260-1-2-0-1203-P	3,388.32	0	31-Dec-23	3,388.32	0	0	3,388.32	260
SOE	870*14	31-Dec-23	Ceylon Electricity Bill	WAL-260-1-2-0-1403-P	22,216.38	0	31-Dec-23	22,216.38	0	0	22,216.38	260
Govt	870*15	31-Dec-23	K.G.I.Suranga	WAL-260-1-2-0-1101-P	10,464.00	0	31-Dec-23	10,464.00	0	0	10,464.00	260
SOE	870*16	31-Dec-23	Sri Lanka Telecom Plc.	WAL-260-1-2-0-1402-P	4,102.46	0	31-Dec-23	4,102.46	0	0	4,102.46	260
PVT	870*2	31-Dec-23	Starline Security Service	WAL-260-1-2-0-1409-P	50,740.00	0	31-Dec-23	50,740.00	0	0	50,740.00	260
PVT	870*3	31-Dec-23	Gestetner Of Ceylon Plc.	WAL-260-1-2-0-1409-P	17,710.00	0	31-Dec-23	17,710.00	0	0	17,710.00	260
Govt	870*4	31-Dec-23	Office Staff	WAL-260-1-2-0-1101-P	80,348.90	0	31-Dec-23	80,348.90	0	0	80,348.90	260
Govt	870*8	31-Dec-23	Office Staff	WAL-260-1-2-0-1002-P	38,896.38	0	31-Dec-23	38,896.38	0	0	38,896.38	260
Govt	P10	31-Dec-23	Shroff Divisional Secretary Hanguranketha	HAN-260-1-2-0-1101-P	553,252.12	0	31-Dec-23	553,252.12	0	0	553,252.12	260
Govt	P12	31-Dec-23	Shroff Divisional Secretary Hanguranketha	HAN-260-1-2-0-1002-P	75,581.00	0	31-Dec-23	75,581.00	0	0	75,581.00	260
Govt	1	31-Dec-23	G.S.-December	KOT-260-1-2-0-1101-P	5,320.00	0	31-Dec-23	5,320.00	0	0	5,320.00	260
Govt	2	31-Dec-23	G.S.-October	KOT-260-1-2-0-1101-P	3,569.20	0	31-Dec-23	3,569.20	0	0	3,569.20	260
Govt	3	31-Dec-23	G.S.-November	KOT-260-1-2-0-1101-P	4,132.00	0	31-Dec-23	4,132.00	0	0	4,132.00	260
Govt	4	31-Dec-23	G.S.-November	KOT-260-1-2-0-1101-P	20,878.00	0	31-Dec-23	20,878.00	0	0	20,878.00	260
Govt	5	31-Dec-23	G.S.-November	KOT-260-1-2-0-1101-P	27,538.00	0	31-Dec-23	27,538.00	0	0	27,538.00	260
Govt	6	31-Dec-23	G.S.-October	KOT-260-1-2-0-1101-P	9,763.48	0	31-Dec-23	9,763.48	0	0	9,763.48	260
Govt	7	31-Dec-23	G.S.-December	KOT-260-1-2-0-1101-P	59,996.00	0	31-Dec-23	59,996.00	0	0	59,996.00	260
Govt	8	31-Dec-23	G.S.-November	KOT-260-1-2-0-1101-P	56,284.20	0	31-Dec-23	56,284.20	0	0	56,284.20	260
Govt	9	31-Dec-23	G.S.-August	KOT-260-1-2-0-1101-P	4,238.82	0	31-Dec-23	4,238.82	0	0	4,238.82	260
Govt	10	31-Dec-23	Nadecera	KOT-260-1-2-0-1202-P	11,232.06	0	31-Dec-23	11,232.06	0	0	11,232.06	260
Govt	11	31-Dec-23	Office Staff	KOT-260-1-2-0-1002-P	56,611.26	0	31-Dec-23	56,611.26	0	0	56,611.26	260
Govt	12	31-Dec-23	Office Staff	KOT-260-1-2-0-1002-P	63,475.82	0	31-Dec-23	63,475.82	0	0	63,475.82	260
Govt	13	31-Dec-23	Jayathilaka	KOT-260-1-2-0-1101-P	884	0	31-Dec-23	884	0	0	884	260
Govt	14	31-Dec-23	Jayathilaka-May	KOT-260-1-2-0-1101-P	2,635.00	0	31-Dec-23	2,635.00	0	0	2,635.00	260
Govt	15	31-Dec-23	Warnaweera-Sep	KOT-260-1-2-0-1101-P	2,761.20	0	31-Dec-23	2,761.20	0	0	2,761.20	260
Govt	16	31-Dec-23	Pradeep -April	KOT-260-1-2-0-1101-P	1,337.60	0	31-Dec-23	1,337.60	0	0	1,337.60	260
Govt	17	31-Dec-23	Office Staff	KOT-260-1-2-0-1002-P	49,960.75	0	31-Dec-23	49,960.75	0	0	49,960.75	260
Govt	18	31-Dec-23	Office Staff	KOT-260-1-2-0-1002-P	1,081.66	0	31-Dec-23	1,081.66	0	0	1,081.66	260
Govt	19	31-Dec-23	Nimal	KOT-260-1-2-0-1002-P	2,143.20	0	31-Dec-23	2,143.20	0	0	2,143.20	260
Govt	20	31-Dec-23	Sistranga	KOT-260-1-2-0-1002-P	16,975.84	0	31-Dec-23	16,975.84	0	0	16,975.84	260
Govt	21	31-Dec-23	Nimal-Nov	KOT-260-1-2-0-1002-P	34,282.62	0	31-Dec-23	34,282.62	0	0	34,282.62	260
PVT	22	31-Dec-23	Ranaro Security Com (Pvt) Ltd	KOT-260-1-2-0-1409-P	36,006.50	0	31-Dec-23	36,006.50	0	0	36,006.50	260
PVT	23	31-Dec-23	Super Cleaning & Janitorial Services (Pvt) Ltd	KOT-260-1-2-0-1409-P	67,154.39	0	31-Dec-23	67,154.39	0	0	67,154.39	260
SOE	24	31-Dec-23	People S Bank Ceylon Electricity Board Account	KOT-260-1-2-0-1403-P	20,574.36	0	31-Dec-23	20,574.36	0	0	20,574.36	260
Govt	25	31-Dec-23	Grama Niladhari-January	KOT-260-1-2-0-1101-P	600	0	31-Dec-23	600	0	0	600	260

Statement of Commitments and Liabilities as at 31st December

Nature	Commit_No	Date	To_whom	Vote	Commitment	Commit_bal	L_Date	Liability_amt	Revised_Lia	Paid	Liability_Bal	Reported_By
Govt	26	31-Dec-23	Grama Niladhari-February	KOT-260-1-2-0-1101-P	600	0	31-Dec-23	600	0	0	600	260
Govt	27	31-Dec-23	Grama Niladhari-April	KOT-260-1-2-0-1101-P	600	0	31-Dec-23	600	0	0	600	260
Govt	28	31-Dec-23	Grama Niladhari-March	KOT-260-1-2-0-1101-P	1,200.00	0	31-Dec-23	1,200.00	0	0	1,200.00	260
Govt	29	31-Dec-23	Grama Niladhari-May	KOT-260-1-2-0-1101-P	1,800.00	0	31-Dec-23	1,800.00	0	0	1,800.00	260
Govt	30	31-Dec-23	Grama Niladhari-June	KOT-260-1-2-0-1101-P	1,200.00	0	31-Dec-23	1,200.00	0	0	1,200.00	260
Govt	31	31-Dec-23	Grama Niladhari-July	KOT-260-1-2-0-1101-P	1,800.00	0	31-Dec-23	1,800.00	0	0	1,800.00	260
Govt	32	31-Dec-23	Grama Niladhari-September	KOT-260-1-2-0-1101-P	7,200.00	0	31-Dec-23	7,200.00	0	0	7,200.00	260
Govt	33	31-Dec-23	Grama Niladhari-August	KOT-260-1-2-0-1101-P	3,000.00	0	31-Dec-23	3,000.00	0	0	3,000.00	260
Govt	34	31-Dec-23	Grama Niladhari-October	KOT-260-1-2-0-1101-P	27,600.00	0	31-Dec-23	27,600.00	0	0	27,600.00	260
Govt	35	31-Dec-23	Grama Niladhari-November	KOT-260-1-2-0-1101-P	40,800.00	0	31-Dec-23	40,800.00	0	0	40,800.00	260
Govt	36	31-Dec-23	Grama Niladhari-December	KOT-260-1-2-0-1101-P	39,000.00	0	31-Dec-23	39,000.00	0	0	39,000.00	260
Govt	37	31-Dec-23	Anjana-December	KOT-260-1-2-0-1101-P	9,100.00	0	31-Dec-23	9,100.00	0	0	9,100.00	260
Govt	38	31-Dec-23	Jayasiri-December	KOT-260-1-2-0-1101-P	1,000.00	0	31-Dec-23	1,000.00	0	0	1,000.00	260
Govt	39	31-Dec-23	Jayasiri & Others-December	KOT-260-1-2-0-1002-P	21,786.00	0	31-Dec-23	21,786.00	0	0	21,786.00	260
SOE	40	31-Dec-23	Sri Lanka Telecom Plc	KOT-260-1-2-0-1402-P	5,661.68	0	31-Dec-23	5,661.68	0	0	5,661.68	260
Govt	41	31-Dec-23	Grama Niladhari	KOT-260-1-2-0-1101-P	872	0	31-Dec-23	872	0	0	872	260
Govt	42	31-Dec-23	Office Staff-November	KOT-260-1-2-0-1101-P	8,410.00	0	31-Dec-23	8,410.00	0	0	8,410.00	260
Govt	43	31-Dec-23	Office Staff-November	KOT-260-1-2-0-1101-P	1,455.00	0	31-Dec-23	1,455.00	0	0	1,455.00	260
Govt	44	31-Dec-23	Office Staff-December	KOT-260-1-2-0-1101-P	10,000.00	0	31-Dec-23	10,000.00	0	0	10,000.00	260
Govt	45	31-Dec-23	Anjana	KOT-260-1-2-0-1002-P	11,195.00	0	31-Dec-23	11,195.00	0	0	11,195.00	260
SOE	46	31-Dec-23	People S Bank Ceylon Electricity Board Account	KOT-260-1-2-0-1403-P	3,346.67	0	31-Dec-23	3,346.67	0	0	3,346.67	260
SOE	P2312/01	31-Dec-23	Sri Lanka Telecom Plc	NUW-260-1-2-0-1402-P	21,171.62	0	31-Dec-23	21,171.62	0	0	21,171.62	260
PVT	P2312/02	31-Dec-23	Mobitel (Pvt) Ltd	NUW-260-1-2-0-1402-P	1,863.10	0	31-Dec-23	1,863.10	0	0	1,863.10	260
SOE	P2312/03	31-Dec-23	Sri Lanka Telecom Plc	NUW-260-1-2-0-1402-P	1,708.47	0	31-Dec-23	1,708.47	0	0	1,708.47	260
PVT	P2312/04	31-Dec-23	Rinoshan Cleaning Service	NUW-260-1-2-0-1409-P	56,480.00	0	31-Dec-23	56,480.00	0	0	56,480.00	260
PVT	P2312/05	31-Dec-23	Rana Ro Security Com (Pvt) Ltd	NUW-260-1-2-0-1409-P	72,013.00	0	31-Dec-23	72,013.00	0	0	72,013.00	260
Govt	P2312/06	31-Dec-23	Include With Munasinghe	NUW-260-1-2-0-1002-P	114,506.56	0	31-Dec-23	114,506.56	0	0	114,506.56	260
SOE	P2312/07	31-Dec-23	Revenue Accountant - Ceylon Electricity Board	NUW-260-1-2-0-1403-P	114,566.00	0	31-Dec-23	114,566.00	0	0	114,566.00	260
PVT	P2312/08	31-Dec-23	Karunapala Diesel Motors	NUW-260-1-2-0-1301-P	84,900.00	0	31-Dec-23	84,900.00	0	0	84,900.00	260
PVT	P2312/09	31-Dec-23	Metropolitan Technologies (Pvt) Ltd	NUW-260-1-2-0-1302-P	84,894.84	0	31-Dec-23	84,894.84	0	0	84,894.84	260
Govt	P2312/10	31-Dec-23	The Post Master General. 003-1001-29027336	NUW-260-1-2-0-1402-P	20,000.00	0	31-Dec-23	20,000.00	0	0	20,000.00	260
PVT	P2312/11	31-Dec-23	Rinoshan Cleaning Service	NUW-260-1-2-0-1409-P	23,425.00	0	31-Dec-23	23,425.00	0	0	23,425.00	260
PVT	P2312/12	31-Dec-23	Rana Ro Security Com (Pvt) Ltd	NUW-260-1-2-0-1409-P	72,013.00	0	31-Dec-23	72,013.00	0	0	72,013.00	260
Govt	P2312/13	31-Dec-23	Include With Jeevanthi	NUW-260-1-2-0-1002-P	192,583.32	0	31-Dec-23	192,583.32	0	0	192,583.32	260
SOE	P2312/14	31-Dec-23	National Water Supply And Drainage Board	NUW-260-1-2-0-1403-P	6,874.69	0	31-Dec-23	6,874.69	0	0	6,874.69	260
Govt	P2312/15	31-Dec-23	Include With Jeevanthi	NUW-260-1-2-0-1101-P	3,051.00	0	31-Dec-23	3,051.00	0	0	3,051.00	260
Govt	1-Jan	31-Dec-23	Shroff - Divisional Secretariat - Ginigathena	AMB-260-1-2-0-1101-P	291,207.40	0	31-Dec-23	291,207.40	0	0	291,207.40	260

Statement of write off from books

Expenditure Head No : 260 District Secretariat : Nuwara Eliya
 Programme No. & Title : 01 Operational Activities

1		Value	No. of Cases	Value (Rs.)
(i)	Below Rs. 25,000.00			
(ii)	Over Rs. 25,000.01		1	26,750
Total			1	26,750

2 **Statement of write off from the book and recoveries under F.R. 109 during the year**

	Nature of Loss	Opening balance which was not written off	Value of loss	Recoveries	Value written off from the book	Balance carried forward which was not written off	Reference No. of Approval for write off from the book
		Rs.	Rs.	Rs.	Rs.	Rs.	
1	CPPA - 4901 Vehicle Accident	278,191		60,000		218,191	
2	CPKB - 0954 Vehicle Accident	5,000		5,000		-	GANE/AD/03/04/22
3	WPPA - 4901 Vehicle Accident	30,000		30,000		-	GANE/AD/03/04/25
4	300-5010 vehicle accident		26,750	26,750			GANE/AD/03/04/26
Total		313,191	26,750	121,750	-	218,191	

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 Chief Financial Officer /Chief Accountant/Director (Finance)/
 Commissioner (Finance)

Date: 0024.02.12

R.A.D. Damayanthi
Chief Accountant
District Secretariat office
Nuwara Eliya.

Statement of Losses and Waivers
(Losses under F.R. 106 and F.R. 113)

Expenditure Head No : 260 District Secretariat : Nuwara Eliya
Programme No. & Title : 01 Operational Activities

(i) Statement of Losses Recovered/Written off/Waived off during the year.

	Value	No. of Cases	Total Amount (Rs.)
Below	Rs. 25,000.00	1	5,000
Over	Rs. 25,000.01	3	116,750
Total		4	121,750

<u>Classification of the cases by nature of Losses.</u>	No. of Cases	Value (Rs.)
CPPA - 4901 Vehicle Accident	1	60,000
CPKB - 0954 Vehicle Accident	1	5,000
WPPA - 4901 Vehicle Accident	1	30,000
300-5010 vehicle accident	1	26,750
Total	4	121,750

(ii) Statement of Losses being held to be Written off/Waived off or recoverable so far

	Value	No. of Cases	Total Amount (Rs.)
Below	Rs. 25,000.00		
Over	Rs. 25,000.01	1	218,191
Total		1	218,191

<u>Classification of the cases by Nature of Losses</u>	No. of Cases	Value (Rs.)
1. CPPA - 4901 Vehicle Accident	1	218,191
Total	1	218,191

Age Analysis per (ii)

Less than five years	No. of Cases	Amount
5-10 years	No. of Cases	Amount
Over 10 years	No. of Cases	Amount
	1	218,191

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Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)

Date : 2024.02.12

P.A.D. Damayanthi
Chief Accountant
District Secretariat office
Nuwara Eliya.

3.6 Performance of utilizing the allocated Provision

Provision	Provision allocated		Real Expenditure	utilized provision, as a % in final amount of provision
	Total Provision	Final Provision		
Recurrent	692,000,000	702,806,000	663,494,794	95.8%
Capital	18,000,000	-	14,444,079	80.2%

3.7 Performance of the Reporting of Non-Financial Assets

Assets Code	Code Details	Balance as per Board of Survey Report as at 31.12.2022	Balance as per Financial Position Report as at 31.12.2022	To be accounted for in future	Reporting as Progress %
9151	Buildings and structures	1,218,204,156.83	1,218,204,156.83	-	100%
9152	Machineries	382,891,292.15	382,891,292.15	-	100%
9153	Land	1,067,278,000.00	1,067,278,000.00	-	
9154	Non-tangible assets	-	-	-	-
9155	Biological Assets	-	-	-	-
9160	Undergoing works	5,044,166.32	5,044,166.32	-	
9180	Assets provided on lease	-	-	-	-

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%
1. Planning Division			
<u>1.1 Agriculture</u>	✓		
1.1 Jackfruit Cultivation Project (Jackfruit Planting)			
1.2 Conducting training programmes.	✓		
1.3 Fruit Cultivation Project			
1.3.1 Planting of Fruits (Strawberry/Mango/Sweet Orange/Cashew/Pear/Butter fruits)			✓
1.4 Conducting training programmes.			✓
1.5 A Project on Cultivation of Native Yams.			
1.5.1 Purple Yam/ Cannas/Seval Ala / Arrowroot/ Ginger Yam		✓	
1.6 Import Substitution/Export Oriented Crops Project.			
1.6.1 Coffee/Pepper/Pumpkin/Vanilla/Black betel nut/Bean seeds/Cardamam/Nye chilli /Bees rearing	✓		
1.7 Conducting training programmes.	✓		
1.8 Kitul Related Products (Planting)	✓		
<u>1.2 Development of food dehydration industry.</u>			✓
2.1 Conducting training programmes.			✓
2.2 Creation of household dehydration industries.			✓
2.3 Creating entrepreneurs in the food dehydration industry.			✓
2.4 Promotion of ornamental fish production			✓
<u>1.3 Implementation of additional crop yield exchange and marketing programmes.</u>			✓
3.1 Establishment of food protection centre.			✓
3.2 Conducting market places in government institutions.			✓
3.3 Conducting small business market places.			✓
3.4 Moving the services of government institutions to the village			✓
3.5 Training for tourism related service providers.			✓
3.6 Directing beneficiaries to obtain NVQ certificates.			✓
3.7 Providing vocational training on information technology.			✓
<u>1.4 Personal and social development.</u>			
• Attitude development			

4.1 Conducting programs for school children			✓
4.2 Conducting programmes for youth clubs.			✓
4.3 Conducting programmes for children's clubs.			✓
4.4 Conducting programs for Dhamma school children.			✓
• Social development			
4.5 Conduct awareness programs on existing legal situations related to child abuse and violence against women.			✓
4.6 Implementing awareness programmes to prevent village-based illegal drugs.			✓
4.7 Conducting Shramadana at village level.			✓
4.8 Increasing the sports societies.			✓
4.9 Increasing the youth clubs.			✓
4.10 Making the children get involvement in education who doesn't go to pre-school.			✓
4.11 Developing a foster care support scheme for families who are identified as needing a foster carer who are only dependent on subsidies and suffer from severe poverty.			✓
1.5 Soubakya Production Village Project.			
5.1 Hanguranketha Handloom Manufacturing Project.			✓
5.2 Ambagamuwa Venture Dairy Soubakya Product Project.			✓
			✓
2.Engineering Division			
2.1. Painting of Government Agent Residence.	✓		
2.2.Renovation of the roof of No. 21 and 22 Udusellawa Road Nuwara Eliya Public Service quarters.	✓		
2.3.Renovation of No.40 Craiton Village Public Service quarters.	✓		
2.4.Renovation of windows in District Engineer's Official quarters.	✓		
2.5.Renovation of No.07 Rahula Mawatha, Nuwara Eliya Public Service quarters.	✓		
2.6. Painting of Chief Accountant's Official quarters.	✓		
2.7.Renovation of behind roof and ceiling of Public Service Sports Club.	✓		

2.8 Renovation of No.37 Craiton Village Public Service quarters.	✓		
2.9. Renovation of roof of No. 21 Udopusellawa Road public service quarters.	✓		
2.10. Renovation of the bathroom in the public service quarters at No. 19 Udopusellawa Road.	✓		
2.11. Renovation of Roof of Public Service quaters at No. 27 /A/1/1 Craiton Village.	✓		
2.12. Renovation of Chief Internal Auditor's Quarters	✓		
2.13. Repairing of wiring in canteen of District Secretariat.	✓		
2.14. Payment of labour charges for closing toilets in sports club.	✓		
2.15. Repair of toilets in Rahula Mawatha 05,06,07 (Minor Staff) Quarters.	✓		
2.16. Renovation of the side wall at the Circuit bungalow of the District Secretariat.	✓		
2.17 Construction of gates at No. 32, 33 Craiton Village Public Service Quarters.	✓		
2.18 Painting of Storekeeper's Quarters.	✓		
2.19 Construction of side wall of District Engineer's Official Quarters.	✓		
2.20 Renovation No.31 Jayatilaka Mawatha Women's chummyery.	✓		
2.21 Repairing the roof of the Public Service Quarters at No. 42 Craiton Village.	✓		
2.22 Painting of Public Service Quarters at No. 42 Craiton Village.	✓		
2.23 Construction of drainage system in public service Quarters located at No. 19,20,21,22,23,24,25 Udopusellawa Road, Nuwara Eliya.	✓		
2.24 Renovation of No. 36 Craiton Village Quarters.	✓		
2.25 Renovation of Public Service Quarters at No. 14 Udopusellawa Road.	✓		
2.26 Renovation of Additional District Secretary's Quarters.	✓		
2.27 Renovation of Assistant District Secretary's quarters.	✓		

2.28 Renovation of Government Agent Residence -2023	✓		
2.29 Renovation of public service quarters at No. 16 Udusellawa Road.	✓		
2.30 Renovation of District Engineer's Quarters	✓		
2.31 Renovation of District Secretariat Building.	✓		
2.32 Construction of Quarters for District Secretariat Officers Phase - 11 (Ground Floor)	✓		
2.33 Renovation of the toilet system in the record room issuing birth, death and marriage certificates.	✓		
2.34 Renovation or bathroom in the circuit bungalow	✓		
2.35 Renovation of the circuit bungalow belongs to Ministry of Public Administration.	✓		
2.36 Carpeting the circuit bungalow belongs to Ministry of Public Administration.	✓		
2.37 Renovation of waste water system at the circuit bungalow belongs to the Ministry of Home Affairs.	✓		
03. Social Service Division			
3.1 Programme to provide mobile vending carts to persons with disabilities under the Food Security and Livelihood Restoration Aid Project.	✓		
3.2 Launching the project for employment of the Persons with Disabilities (ESPD) jointly launched by Japan JICA, the Department of Social Services and the Ministry of Manpower and Security.	✓		
3.3 Number of persons with disabilities who successfully completed vocational training.	✓		
3.4 Providing housing assistance to persons with disabilities.	✓		
3.5 Providing self-employment assistance upto Rs.40,000 to persons with disabilities.	✓		
3.6 Project for Construction of Elders' Day care Center (First phase – Nuwara Eliya) by the National Fund for the Welfare of the Elders.	✓		
3.7 Construction of houses for the elders by the National Fund for the Welfare of the Elders - Diriya Piyasa Project Day Center Construction Project (Phase I - Nuwara Eliya)	✓		

3.8 Providing self-employment assistance for the welfare of the elders. (for 10 Elders)	✓		
3.9 Release of funds for purchase of equipment for elders day centers by the National Fund for the Welfare of the Elders.	✓		
3.10 Providing minimum facilities and sanitary materials to the elders to live in their homes.	✓		
3.11 Arogya Senior Financial Assistance Programme for adults suffering from cancer, kidney, heart diseases, neurological diseases, lungs, liver, intestinal diseases, total blindness, muscle and joint diseases, paralysis etc.	✓		
3.12 Providing contact lenses, eyeglasses, and hearing aids to low-income senior citizens who completed the age 60 years.	✓		
3.13 Providing maximum of Rs.75,000 subsidy to elders for pilgrimage.	✓		
3.14 Implementation of one programme per district "The World of Children and Adulthood", which is implemented with the aim of providing an understanding about adults to school children and building a good view on adulthood and interrelationship.	✓		
4 Small Enterprises Division			
4.1 Starting new businesses			✓
4.2 Developing existing businesses			✓
4.3 Establishing sales relationships			✓
4.4 Providing individual technology	✓		
4.5 Group training technology programmes	✓		
4.6 Packaging			✓
4.7 Business registration	✓		
4.8 costing	✓		
4.9 Business planning	✓		
5 Cultural / Buddhist Affairs / Muslim Affairs Division			
5.1 Conducting all religious programmes	✓		
5.2 "Dolosmahe Lamp" Programme	✓		
5.3 Providing grants to artists.	✓		
5.4 Artist Medical Assistance Payment Programme	✓		
5.5 Artist Death Benefit Payment Programme	✓		

5.6 Elderly Artist Assistance Payment Programme	✓		
5.7 Conducting district and regional literary competitions and literary festivals	✓		
5.8 Conducting the Muslim Cultural Ramazan Festival	✓		
5.9 Dhamma school survey and paying payment for Dhamma school teachers.	✓		
5.10 Registration of mosques and religious schools			✓
5.11 Issuing identity cards to Maulavis.			✓
5.12 Appointment of contributory boards in mosques		✓	
5.13 Examination of accounts of mosques.	✓		
5.14 Updating assets of mosques/staff information	✓		
5.15 Connecting Haj Pilgrims	✓		
6. <u>Land Division</u>			
6.1 <u>Solving land problems</u>	✓		
6.1.1 Nuwara Eliya, Talawakele Divisional Secretary Divisions			
6.1.2 Haguranketha, Mathurata Divisional Secretary Division	✓		
6.1.3 Ambagamuwa, Norwood Divisional Secretary Division	✓		
6.1.4 Divisional Secretary Divisions of Kothmale, Thispane	✓		
6.1.5 Walapane, Nildandahinna Divisional Secretary Division	✓		
7 Productivity Division			
7.1 Friendly Entrepreneurs Small and Medium Enterprises Programme		✓	
7.2 Improving Public Sector's Processes		✓	
7.3 Certificate Course in Productivity and Innovation	✓		
7.4 Introducing the concept of productivity to preschools and schools	✓		
8. District Agriculture Division			
8.1 <u>Agricultural Development Programmes</u>			
8.1.1 Conducting District Agriculture Committee	✓		
8.1.2 Conducting Divisional Agriculture Committee	✓		

8.1.3. Conducting District Fertilizer Committee	✓		
8.2 Obtaining agricultural information	✓		
8.2.1 Information on Paddy cultivation, Obtaining weekly reports	✓		
8.2.2 Obtaining crop analysis reports	✓		
8.2.3 Agricultural Input Price setting Report		✓	
8.2.4 Daily Vegetable Price Analysis	✓		
8.2.5 obtaining the fuel requirement for carrying out agricultural activities without interruption	✓		
8.3 Taking necessary actions for the letters receiving.	✓		
8.4 Providing necessary technical knowledge for agricultural projects which are implemented in the district.	✓		
8.5 Implementation of programmes for implementing the fertilizer subsidy.	✓		
8.6 Providing support for the agricultural programmes operating in the district under the aid of non-governmental organizations.	✓		
8.7 Preparing production costs for crops and Intervening in regulating prices through economic centres.	✓		
8.8 Coordination of relevant institutions in carrying out various agricultural projects.	✓		
8.9 Carrying out duties assigned by the District Secretary from time to time.	✓		
9. Disaster Relief Services Division			
9.1 Payment of provisions for cooked food/dry rations/compensation assistance on deaths/emergency provisions	✓		
9.2 Housing Damage Compensation	✓		
9.3 Construction of houses under resettlement programme	✓		
10. Child Protection Division			
10.1 Student Ambassador National Programme for Child Protection	✓		

10.2 Conducting Student Ambassador Conference for Child Protection	✓		
10.3 "Sithuwili Siththam" - 2022 Art Competition	✓		
10.4 Awareness Programmes for Religious Priests	✓		
10.5 Awareness programmes for owners of institutions providing accommodation facilities	✓		
10.6 Monthly progress review meeting	✓		
10.7 Programmes to ensure child safety in emergency disaster situations.	✓		
10.8 National Policy on Child Protection	✓		
10.9 Awareness Programme on Child Protection for Colleges of Education	✓		
10.10 Supervision of Child Development Centers	✓		
11.Social Security Division	✓		
11.1 Recruitment of new members to Social Security Pension Scheme.	✓		
11.2 Collection of first installment for recruiting new members.	✓		
12.Language translation Unit	✓		
12.1 Handing over translations of the all letters, documents and computer submissions which are provided for translation to the translation Unit without delay.	✓		
13.Helping Nuwara eliya Programme			
13.1 Providing school equipment for 30 children of Ambagamuwa Divisional Secretariat.	✓		✓
13.2 Providing school equipment and hygiene materials for 100 children of Ambagamuwa Gonawala College and conducting a dental clinic programme	✓		✓
13.3 Conducting an eye clinic workshop for 1000 elderly people and provide 1000 pairs of spectacles	✓		✓
13.4 Conducting a medical clinic workshop	✓		✓
13.5 Conducting a dental clinic workshop	✓		✓
13.6 Conduct counseling workshop for pregnant mothers and provide necessary materials.	✓		✓

13.7 Conducting an enterprise development program for office staff.	✓		✓
13.8 Providing of school equipment and sports equipment for the children of Haguranketa Akiriya Vidyalaya.	✓		✓
13.9 Providing school equipment and sports equipment for 268 children of Ma Vela Vidyalaya, Kotmale. (32 lakhs worth of school equipment and 4 lakhs worth of sports equipment)	✓		✓
13.10. Providing school equipment worth Rs.07 lakhs and dry food worth Rs.215,000 to the children of Yati Madura Primary School in Walapane.	✓		✓
13.11 Conducting a medical clinic program for the sports students of Ma Vela Vidyalaya, Kotmale.	✓		✓
14.Internal Audit Division			
14.1 Implementation of Internal Audit Plan - Nuwara Eliya District Secretariat	✓		✓
14.2 Implementation of Internal Audit Plan - Nuwara Eliya Divisional Secretariat	✓		✓
14.3 Implementation of Internal Audit Plan - Thalawakele Divisional Secretariat	✓		✓
14.4 Implementation of Internal Audit Plan - Ambagamuwa Divisional Secretariat	✓		✓
14.5 Internal Audit Plan Implementation - Norwood Divisional Secretariat	✓		✓
14.6 Implementation of Internal Audit Plan - Kothmale Divisional Secretariat	✓		✓
14.7 Implementation of Internal Audit Plan - Walapane Divisional Secretariat	✓		✓
14.8 Implementation of Internal Audit Plan - Walapane Town Sub Divisional Secretariat	✓		✓
14.9 Implementation of Internal Audit Plan - Haguranketa Divisional Secretariat	✓		✓
14.10 Implementation of Internal Audit Plan - Mathura Divisional Secretariat	✓		✓
15.Department of Women Affairs			

15.1 Providing self-employment assistance to women affected by net financial debt.			✓
15.2 Women Empowerment Program in Estate Sector	✓		✓
15.3 Providing self-employment assistance to alleviate economic hardship.	✓		✓
16.Division of Early Childhood Development	✓		✓
16.1 Nutrition food bags programme for pregnant mothers.	✓		✓
16.2 Breakfast programme for preschool children			✓
16.3 Breakfast programme for plantation-based pre-school children with UNICEF support	✓		✓
16.4 Teachers Pride Award for preschool teachers	✓		✓
17.Child Rights Division			
17.1 Capacity Development Programme	✓		✓
17.2 Child Social Disaster Reduction Programme	✓		✓
17.3 Child Empowerment Programme	✓		✓
17.4 Child Development Committee Programme	✓		✓
17.5 Children's Council Program	✓		✓
17.6 Assistance programme	✓		✓
17.7 Safety plans	✓		✓
17.8 Conducting mobile services for vulnerable people.	✓		✓
17.9 Children's Social Programme	✓		✓
17.10 World Children's Day Programme	✓		✓

Chapter 05 - Performance of achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Developments Goals

Goal / Objective	Targets (Programme/Number of projects expected to complete)	Indicators of achievements	Progress of achievements up to now		
			0%-49%	50%-74%	75%-100%
1. Alleviation of Poverty	Jackfruit Cultivation Project, Fruit Cultivation Project	Percentage Completed			✓
2. Zero Hunger	Jackfruit Cultivation Project, Fruit Cultivation Project	Percentage Completed			✓
3. Good health and Well being	Madical clinics, Dental clinics, Providing necessary materials for pregnant mothers and counducting counseling workshops.	Number of clinics/workshops conducted			✓
4. Quality Education	Providing school equipment for school children.	Number of school children covered			✓
6. Pure water and sanitation	Providing sanitary materials for school children	Number of school children covered			✓
9. Industrial innovation and infrastructure	Starting new businesses, Ambagamuwa Venture Dairy Soubhagya Production Project, Hanguranketha Handloom Production Project.	Number of families covered			✓

5.2 Briefly describe the achievements and challenges in fulfilling the Sustainable Development Goals.

1.2.1 Achievements

Taking actions to coordinate the capable persons and organizations offering to help Nuwara Eliya district under the programme “Helping Nuwara Eliya” one of the project under the programme “Nuwara Eliya Wasanthaya”.

1.2.2 Challenges

1. Lack of adequate physical and human resources for optimal Education.
2. Drug addiction due to environmental condition and income level (Specially women).
3. Less attention paid to malnutrition and nutrition in children and pregnant mothers in Estate sectors.
4. Huge shortage of Technical Officers to supervise the development projects and prepare estimates.

Chapter 06 - Human Resources Profile

6.1 Management of Cadre

	Cadre Approved	Existing Cadre	Vacancies/ (Surplus) **
Senior	54	34	20
Tertiary	43	14	29
Secondary	1427	1204	225 /2**
Primary	96	84	12
Total	1620	1336	286/ 2**

6.2 Briefly indicate how the deficit and surplus of Human Resources are affected to the performance to the Institution.

1. Difficulty in carrying out administrative, accounting and planning activities due to shortage of officers in the Sri Lanka Administrative Service/Accounting Service and Planning Service.
2. Reduction in the progress of development projects due to shortage of (Civil) Technical Officers.
3. Difficulties in performing duties due to shortage of drivers.

6.3 Human Resources Development

Training Programmes conducted within the year.

Serial No	Course	Officer Category	Number of participants	Date conducted	Duration (Days)	Expenditure
1.	Attitude Development Training Program	Staff of District Secretariat	30	2023.02.02	01	United Human Rights Organization
2.	Conducting training programs related to Right to Information Act	Staff of Nuwara Eliya Divisional Secretariat	20	2023.02.01 9.00 AM-12.00 PM.	01	8500.00
3.	Conducting training programs related to Right to Information Act	Staff of District Secretariat	20	2023.02.01 1.00 PM-4.00 PM	01	8500.00
4.	Awareness training program on Quality cycles	Staff of District Secretariat	35	2023.02.13	01	4200.00
5.	Australia awards scholarships for study commencing 2024	Staff of District Secretariat, Divisional Secretariat and other Government Institutions	35	2023.03.22	01	-
6.	Motivational program for entrepreneurship	Staff of District Secretariat	35	2023.07.05	01	4200.00
7.	10-day training workshop to release the first class officers of the Management Assistant Service (Management Service Officer Service) from the efficiency bar examination.	Staff of District Secretariat, Divisional Secretariat and other Government Institutions	61	From 2023.07.10 to 2023.07.21	10	155,000.00
8.	Training program to update knowledge on the use of information technology for duty	Staff of District Secretariat	35	2023.09.08	01	5,600.00

Serial No	Course	Officer Category	Number of participants	Date conducted	Duration (Days)	Expenditure
9.	The anti-corruption trainer training program implemented by the Bribery or Corruption Investigation Commission	Additional District Secretary, Divisional Secretaries	08	From 2023.09.15 to 2023.09.17	03	-
10.	Program for the appointment of health officials and the training of health officers.	District Administrative Officer, Assistant Divisional Secretaries	08	2023.09.16	01	-
11.	Training program on productivity and motivation	District Secretariat Officers	80	2023.11.15	01	23,800.00
12.	Personal Development Program - Emotional Intelligence to Human Resource Management	Staff Officers of District Secretariat, All Divisional Secretaries/Assistant Divisional Secretaries/Assistant Directors of Planning and District Secretariat Officers	100	2023.11.23	01	80,400.00
13.	Government Salary Conversion Training Program	Management Service Officer in District Secretariat and Divisional Secretariat	80	2023.11.30	01	49,560.00
14.	Awareness Workshop on Anti-Corruption Act No. 9 of 2023	District Secretariat Officers	75	2023.12.21	01	46,650.00
	Total					386,410.00

Chapter 07 - Compliance Report

Serial No	Requirements to be adopted	Status of Compliance (Complying/ not complying with)	Precise explanation if not complying with.	Accurate measures to be taken to prevent from non compliance in future.
1	Following financial statements/Accounts have been submitted on due date.	√		
1.1	Annual Financial Statements	√		
1.2	Advances to Public Officers Account		√	
1.3	Advances to Buisness and Production Account (Commercial Advance Account)		√	
1.4	Advances on Stores Account		√	
1.5	Account on Special Advances		√	
1.6	Other		-	
2	Maintenance of Books and Registers (F.R.445)			
2.1	Updating and Maintaining Fixed Assets Register in accordance with Public Administration Circular No. 267/2018	√		
2.2	Updating and Maintaining personal salaries and emoluments documents/cards	√		
2.3	Updating and maintaining the register on Audit queries.	√		
2.4	Updating and maintaining the documents on Internal Audit Reports.	√		
2.5	Having prepared all monthly Accounts summaries (CIGAS) and submitted to the Treasury on due date.	√		
2.6	Updating and maintaining the cheques and money orders register.	√		
2.7	Updating and maintaining the register on Inventory	√		
2.8	Updating and maintaining the register on stocks.	√		
2.9	Updating and maintaining the Register on Loss and Damages	√		
2.10	Updating and maintaining the Register on Liability	√		
2.11	Updating and maintaining the Register of counter foil books (GA – N20)	√		
3	Delegation of functions for financial tasks (F.R. 135)			
3.1	Delegation of financial powers within the Institution	√		
3.2	Making aware of delegation of financial tasks within the Institution.	√		
3.3	Delegation of powers in a manner that each tranaction gets approved by two or more number of offices	√		
3.4	On utilizing government salary soft ware package in terms of Public Accounts Circular bearing No. 171/2004 dated 11.05.2014, dealt therewith subject to a supervision of an Accountant.	√		
4	Preparation of Annual Plans			

4.1	Preparation of Annual Action Plan	✓		
4.2	Preparation of Annual Procurement Plan	✓		
4.3	Preparation of Annual Internal Audit Plan	✓		
4.4	Having prepared annual estimate and submitted to the National Budget Department (NBD) on the due date.	✓		
4.5	Annual Cash Flow statement has been submitted to the Department of Treasury Operations on the due date.	✓		
5	Audit Queries			
5.1	All audit queries should be answered on the date prescribed by the Auditor General.	✓		All queries for which answers could be provided on due date have been sent. For other queries actions will be taken to send answers in future on due date.
6	Internal Audit			
6.1	Preparation of Internal Audit Plan following to discussion with the Auditor General, at the beginning of the year, according to F.R. 134(2) DMA/1-2019	✓		
6.2	Responses have been provided on each internal audit query within a period of one month.	✓		
6.3	Submission of copies of all internal audit reports to the Department of Audit Management in accordance with sub section 40(4) of the National Audit Act bearing No. 19 of 2018.	✓		
6.4	Copies of all internal audit reports have been submitted to the Auditor General in accordance with FR 134(3)	✓		
7	Audit and Management Committees			
7.1	Conducted at least 04 Audit and Management Committees in accordance with DMA Circular 1-2019, within the relevant year.	✓		
8	Asset Management			
8.1	Information on purchasing disposing of Assets has been submitted to the Comptroller General Office in accordance with Chapter 7 of Asset Management Circular bearing No. 01/2017	✓		
8.2	Having appointed a suitable officer for the co-ordination of implementing of Provisions in such Circular in accordance with the Chapter 13 of the Circular referred to above, information on such officer has to be reported to the Comptroller General Office	✓		
8.3	Having conducted a survey on inventory in accordance with the Public Finance Circular No. 05/2016, relevant reports have been submitted to the Auditor General on the due date	✓		

8.4	Surplus, shortages and other recommendations revealed from the annual survey on the Inventory has to be dealt with the period referred to in the Circular.	✓		
8.5	Dispose of condemned goods in accordance with F.R. 772		✓	
9	Vehicle Management			
9.1	Having prepared monthly summary reports and running charts for reserved vehicles and submitted to the Auditor General on the due date.	✓		
9.2	Dispose of condemned vehicles less than a period of 6 months	✓		As no books for vehicles which should be disposed of, preparation has been underway to get the books prepared. The processes of disposal is underway.
9.3	Updating and Maintaining vehicle log books	✓		
9.4	Each vehicle accident is complying with the F.R.103,104,109, and 110	✓		
9.5	Re-examination of fuel wastage in vehicles in accordance with the Chapter 3.1 of the PA/Circular bearing No. 2016/30 dated29.12.2016	X		Unable to check due to fuel rationing system
9.6	Following to the lease term, out right ownership is being assigned in log books of lease vehicle.	No lease vehicles.		
10	Management of Bank Accounts			
10.1	Having prepared and certified Bank Reconciliation Statements on the due date and submitting them for the purpose of auditing	✓		
10.2	Settling of Inactive Bank Accounts proceeded from the year under review or prior years thereto	✓		
10.3	Having adhered to the financial regulations regarding cash balances to be adjusted and revealed from bank reconciliation statements, settling of such balances within a period of one month.	✓		
11	Utilization of Provisions			
11.1	Incurring of expenses not exceeding the limit of provisions provided	✓		
11.2	Approaching towards liabilities not exceeding the provisions remained at the end of the year, following to utilization of provisions provided in accordance with FR 94(1).			✓
12	Advances to the Accounts on Public Officers			
12.1	Complying with the limits	✓		
12.2	A time analysis has been carried out on loan arrearses.	✓		
12.3	Settling of balances of loan arrearses existed more than a period of one year	✓		Legal actions will be taken to recover this loan.

13	General Deposit Account			
13.1	Actions have been taken on lapsed deposits in accordance with the FR 571	✓		
13.2	Updating and maintaining Administration Account in respect of General deposits	✓		
14	Imprest Account			
14.1	Balance of cash book has been remitted to the Department of Treasury Operations at the end of the year under review.	✓		
14.2	Adhoc Interim Imprest issued in accordance with F.R. 371, has been settled within a month after completion of such tasks			✓
14.3	Issuance of Adhoc Interim Imprest not exceeding the approved limit in accordance with F.R. 371	✓		
14.4	Balance of Imprest Account being reconciled monthly with Treasury Books	✓		
15	Income Account			
15.1	Refunds have been paid from collected income in accordance with relevant regulations	✓		
15.2	Income collected has been directly credited to the Income without being credited to the Deposit Account	✓		
15.3	Reports on arrears of Income have been submitted to the Auditor General in terms of F.R.176.	✓		
16	Human Resources Management			
16.1	Maintained the staff within the limit of approved cadre.	✓		
16.2	Duty Lists have been made available in writing with all members of the staff	✓		
16.3	All reports have been forwarded to the Management Services Department in accordance with the Circular No. 04/2017 dated 20.09.2017.	✓		
17	Dissemination of Information to the Public			
17.1	Maintaining and updating a register of disseminating of Information having appointed an Information Officer in accordance with the Right to Information Act and Regulations.	✓		
17.2	Information on the Institution is published in its website and facilitating to publish commendations/complaints on the Institution through the website or other alternative routes.	✓		
17.3	Reports have been forwarded once or twice a year in accordance with the Section 8 and 10 of the Right to Information Act.	X		
18	Implementation of Citizens Charter			
18.1	Compiling and implementing citizens/clients charter in terms of the Circular of the Ministry of Public Administration and Management bearing No. 05/2008 and 05/2018(1)	✓		
18.2	A procedure has been adopted by the Institution as per the Para 2.3 of such Circular, supervising and evaluating of tasks relevant to implementation and compilation of tasks of the Citizens Charter.	X		

19	Preparation of Human Resources Plan			
19.1	A Human Resources Plan has been furnished based on the attached format 02 of the PA/Circular 02/2018 dated 24.01.2018.	✓		A Human Resources Plan has been prepared.
19.2	The above plan has certified a training facility for each member of the staff at least not less than 12 hours per year	✓		
19.3	Annual Performance Agreement has been signed for the whole staff based on the format referred to in the attachment 01 of the Circular above.	✓		
19.4	Appointing a senior officer having entrusted responsibilities on preparation of Human Resources Development Plan, Development of Capacity Building programme, implementation of Skills Development Programme in accordance with Chapter 6.5 of the Circular above	✓		
20	Responding to Audit Paras.			
20.1	Shortcomings directed through audit paras issued by the Auditor General for the previous year have been rectified.	✓		Most paragraphs have been under the process of being corrected and actions are underway for the other paragraphs to be corrected.