



Performance Report 2023

District Secretariat - Galle

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District Secretariat - Galle

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Location and Topography

Administrative District, Galle which is bounded on the north by Kalutara and Ratnapura districts, on the east by Matara district and on the North and West by Indian ocean is extended within an area of 1652 square kilo meters. It includes 73km lengthy coastal belt from Bentota to Goviyapana.

When considered the topography of Galle District, its terrain is mostly low, flat to rolling plain with mountains in the central interior. Hiniduma Mountain, Kabaragala Mountain, Kondagala Mountain, Thibbotuwawa Mountain, Kekirihena Mountain, Wadiyahena Mountain, Balagala Mountain are very significant among them. The land-mass of Galle District is enriched with natural resources created with the quartzite belongs to Precambrian Era whereas red yellow podzolic is noteworthy amongst the others. The moonstone mines are also existed in the Meetiya goda area within the Divisional Secretariat Division, Ambalangoda. Further, marshes along with mangrove plants, coral reefs have also enriched the ecosystems of the coastal zone of the district. Coral reefs in Hikkaduwa which is a great creation of the nature is very much popular not only among of Sri Lankans but also the tourists around the world. It is a great tourist destination and assists for the development process of the Country.

Rainfall in Galle District basically depends on the tropical monsoon rain which falls on May to September and in addition, convectional and expressional rain account for a major share of the annual rainfall. The mean annual rainfall in Galle District is 226.15 mm whereas the general temperature has approximately been 85.30

C⁰. The main river named as “Gin Ganga” flows from the Sinharaja Forest to Gintota whereby ultimately reaches the sea. In addition water resources such as: Madu Ganga, Benthara River, and Koggala Oya are the small scale rivers that existed in this area. The high temperature and the heavy rainfall pattern have led to create evergreen healthy forests with natural values. A part of the Sinharaja forest which has been considered as a tropical rain forest and included in to the world heritage list is also belonged to the administrative district Galle.

Similarly, Rumassala Mountain which provides historical evidences for the Rama Ravana Era, and Galle Fort cum Galle rampart that signifies the colonial period of Sri Lanka and sacred places such as Seenigama which is dedicated for the God of Devol together with sacred temples namely: Yatagala and Paragoda, have been pilgrimaged throughout the history as noteworthy Buddhist sites established in Galle District.

Galle District has already occupied a considerable contribution to the national income of Sri Lanka. Agricultural crops such as paddy tea, rubber, coconuts and cinnamon are significant accordingly in this perspective. Coastal areas such as Bentota, Hikkaduwa, Koggala and Unawatuna have been the attractive tourist destinations while Ambalangoda is well reckoned for its puppets and masks productions. The Free Trade Zone, Koggala is also established at the South Corner of the Galle District within 10 km away and subsequently a huge number of youth have already been employed at this export industrial zone in Galle District.

Several basic indicators relevant to Galle District are as follows:-

Literacy (2022)	93.9%
Male	93.9%
Female	93.8%
Poverty Index (2019)	3.0
Computer Literacy (2020)	27.9
Internet Browsing)) Age in between- .(5-69) 2021	44.8%
E-mail utilization) Age in between. (5-69) 2021	16.7%

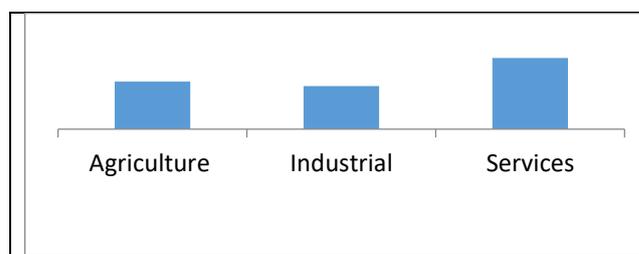
Source - Department of Census and Statistics

Livelihood

Description	2020	2021	2022
Labour Force Participation Ratio			
Total	48.9	49.0	50.5
Male	68.3	69.1	67.6
Female	32.4	32	35.7
Employment Ration			
Employed	93	93	94.3
Unemployed	7	7	5.7
Unemployment Ration			
Male	5.4	5.0	4.6
Female	9.9	10.8	7.4

Employment - 2023

Sector	Percentage %
Agriculture	29.4
Industrial	26.6
Service	44.0



Land Usage Pattern (2023)

Description	Extent (Km ² .)	Percentage %
Total land mass	1,628.6	98.584
Inland water bodies	23.4	1.416
Total extent of land	1,652.00	100.00
Total extent of irrigated land	1,271.62	78.081
Total extent of non- irrigated land	64.95	3.988
Total extent of forests	292.03	17.931
Total extent of land	1,628.6	100.00

Source:- Department of Census and Statistics and District Land Use Planning Office.

Dry Farming 2023

Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)	Crop	Extent of Land (Hectares)
Tea	35,600.180	Coffee	33.669	Betel	157.679	Lemon	210.568
Rubber	6,458.708	Pepper	1,266.741	Arecanut	735.246	Jack	1256.526
Coconut	2,941.228	Cashew	17.156	Mango	912.551	Plantain	1528.440
Cinnamon	14,112.450	Clove	10.369	Orange	225.063	Pawpaw	368.341

Source:- Department of Census and Statistics

The aforementioned sectors contribute to the national income of Sri Lankan economy and crops such as tea, rubber, coconut and cinnamon plays a major role in the Agriculture Sector. In addition, traditional rush mats, traditional Beeralu lace making (bobbin lace) making, wooden carvings, traditional mask Industry together with puppets productions have been very famous amongst traditional industries within the district.

The Colombo-Matara Southern Express way has been affected to increase the contribution made by the Galle District over the entire national economic development of the country. In addition, this has also been a back force with regard to the proper function of Tourist Industry and harbour related functions.

Population Data

The population of Galle district in the year 2023 is 1,146,421 whilst male population is 549,745 and female population is 596,676.

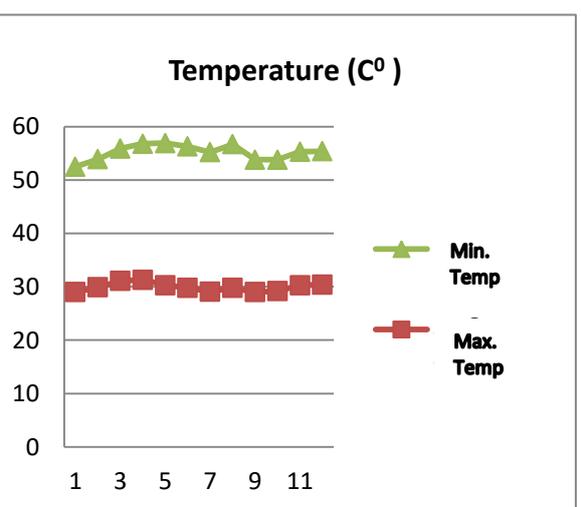
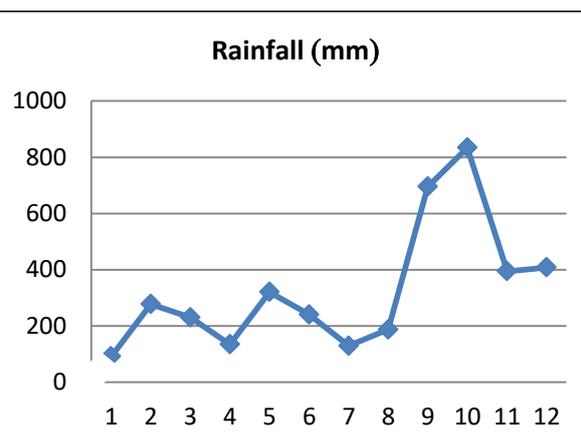
Divisional Secretariat Division	Male	Female	Total	Extent (km ²)) Population Density (Per 1 km ²)
Bentota	25,966	27,914	53,880	74	728
Balapitiya	34,476	38,225	72,701	55	1322
Karandeniya	32,533	34,849	67,381	88	766
Elpitiya	33,496	36,288	69,784	150	465
Niyagama	18,629	19,725	38,354	109	352
Thawalama	17,204	17,953	35,157	178	198
Neluwa	15,519	15,359	30,878	155	199
Nagoda	27,963	30,073	58,035	179	324
Baddegama	24,750	27,062	51,812	66	785
Wanduramba	13,801	15,256	29,057	45	646
Welivitiya-Divithura	15,081	16,559	31,640	60	527
Ambalangoda	29,435	31,977	61,412	52	1181
Gonapinuwala	11,063	12,392	23,455	27	869
Madampagama	17,718	18,868	36,587	24	1524
Hikkaduwa	13,930	15,261	29,191	13	2245
Rathgama	21,293	22,802	44,095	28	1575
Four Gravets	52,609	57,091	109,699	24	4571
Bope-Poddala	25,728	28,536	54,264	30	1809
Akmeemana	39,790	44,064	83,853	65	1290
Yakkalamulla	23,906	25,631	49,536	110	450
Imaduwa	22,952	25,434	48,387	67	722
Habaraduwa	31,905	35,359	67,264	53	1269
Total	549,745	596,676	1,146,421	1,652	694

Source:- Department of Census and Statistics

Temperature & Rainfall Pattern

Month	Rainfall	Temperature (C ⁰)	
	(mm)	Annual Maximum Temperature	Annual Minimum Temperature
January	91.1	29.0	23.5
February	277.6	29.9	24.0
March	230.3	31.1	24.8
April	134.2	31.3	25.5
May	320.6	30.3	26.6
June	240.6	29.8	26.5
July	129.4	29.1	26.1
August	187.0	29.8	26.9
September	695.2	29.0	24.8
October	833.7	29.2	24.6
November	394.3	30.3	25.0
December	408.2	30.4	25

Source : Department Meteorology - 2023

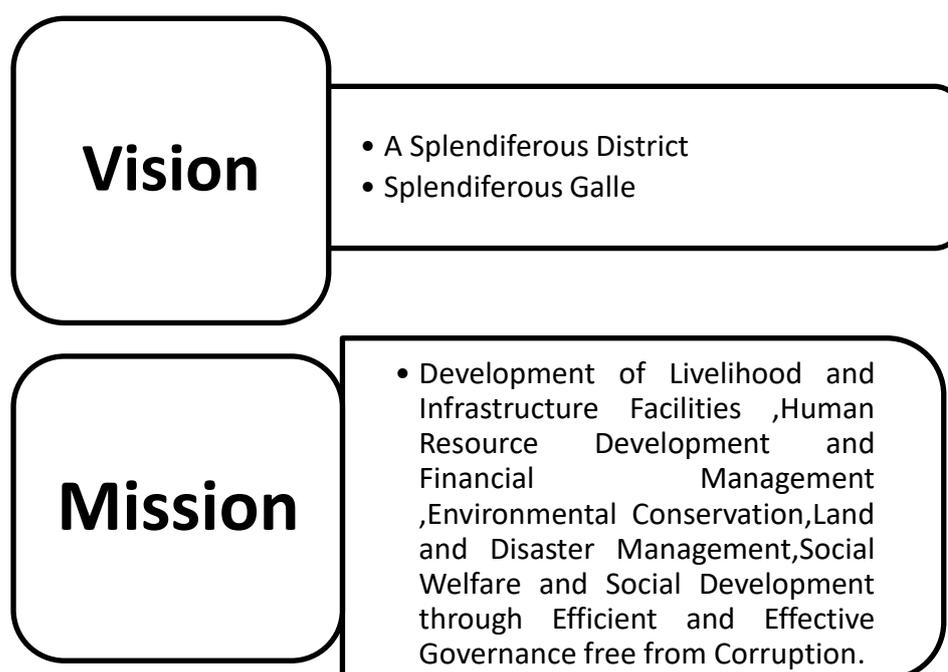


Basic Statistical Data of the District – 2022

Province	Southern Province
Total Extent of Land	1,652 km ²
Number of Divisional Secretariats	22
Number of Grama Niladhari Divisions	5
Number of Villages	2,423
Total Number of Voters *	884,028
Number of Polling Districts Single *	270
Multiple	02
Number of Municipal Councils *	01
Number of Urban Councils *	02
Number of Pradeshiya Sabha *	17
Number of Zonal Education Offices*	04
Number of Schools *	427
Number of Teachers	11,409
Number of Members of Parliament	10
Total estimated population in the year 2023	1,139,000

*Information of the year 2022

1.2 Vision, Mission and Objectives of the Institution



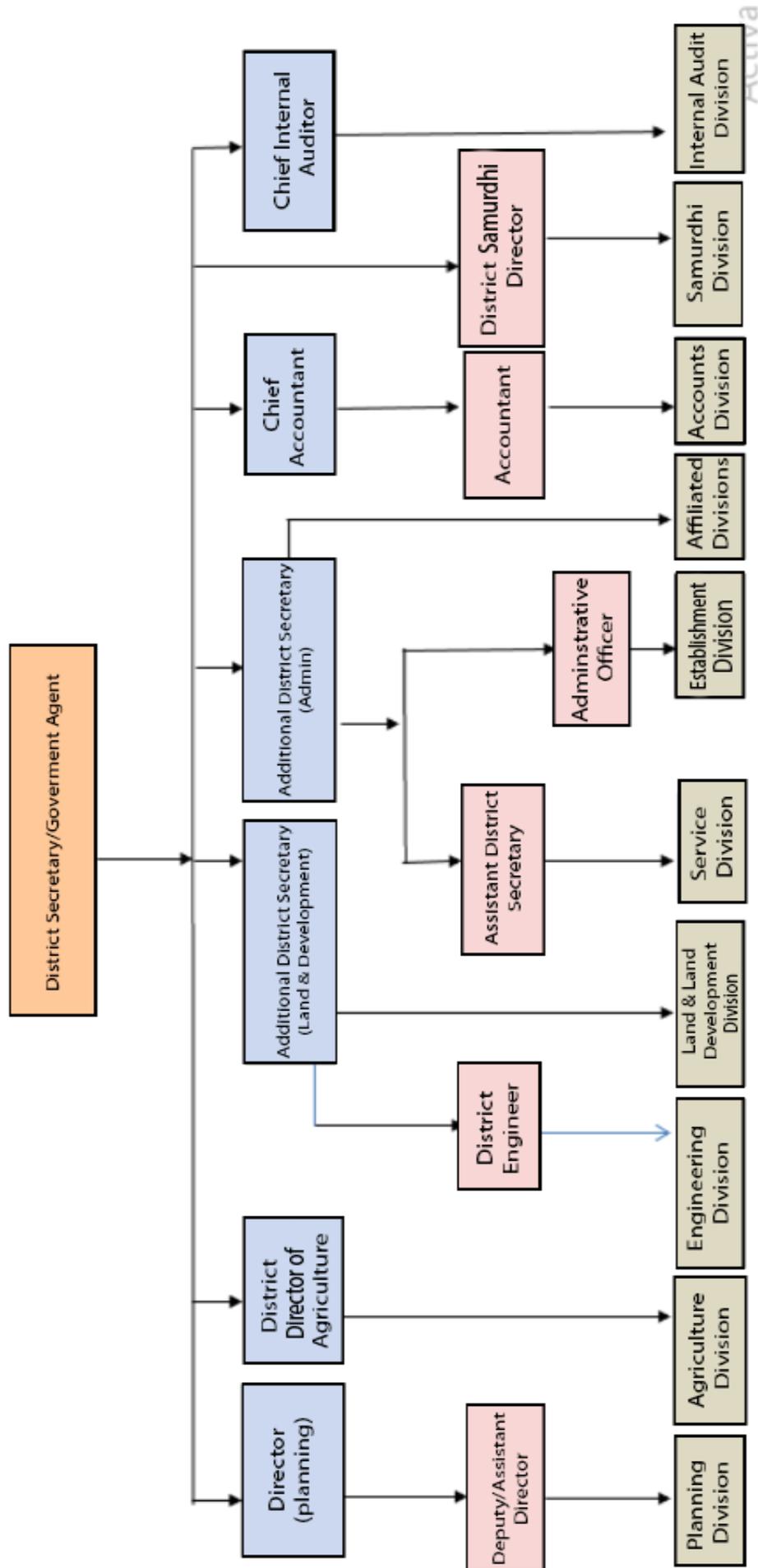
Objectives

- ✓ Enactment of Public Administrative Mechanism up to the Grama Niladhari Divisional levels through the Divisional Secretariats by measuring actions as District Agent Institute of the Central Government.
- ✓ Granting economical livelihood and infrastructure facilities, development benefits within the District in sustainable manner for the General Public by measuring actions as a coordinated hub in regard to the preparation of combined development plans and as the Main Coordinating Institute on supervision process for the various development programmes which are being implemented within the district by the Statutory Boards representing central Government and Provincial Councils and Non- Governmental Organizations.
- ✓ Preparation of the Action Plans in order to supply a service after transmitting rapid actions up to the rural level through the Divisional Secretariats upon the economic, social and cultural benefits which are being granted to the General Public under the District by the Government and Non-Governmental Institutions.
- ✓ Updating maintenance of a database by collecting data under the perspectives of economic, social and cultural in respect of the rural and divisional level in order to originate permanent an affirm development process within the district.
- ✓ Collecting revenues, accounting, and remitting to the General Treasury over the entitle revenues by the various Government Institutions, Departments and corporations on behalf of their organizations within the district on the supplication of services to the General Public via District Secretariat and Divisional Secretariats.
- ✓ Re-establishment of the life conditions of the General Public at the extensive natural disasters recognized as flood, cyclone, drought and Tsunami conditions.

1.3 Key Functions

- ✓ Regulating and monitoring the administrative activities over the 22 Divisional Secretariats and 895 Grama Niladhari Divisions within the district.
- ✓ Coordinating the Central Government Ministries, Departments as the district representative by fulfilling the objectives, visions and activities over the said institutions.
- ✓ Conducting the District Coordinating Committee and planning, organizing, implementing and supervising the overall development activities in the district.
- ✓ Collecting revenue of various Ministries and Departments, on behalf of the Revenue Accounting Officer of those institutions and accounting and remitting the same to the General Treasury and intimate to the respective Revenue Accounting Officer.
- ✓ Acting as the Institute which represents the district in organizing national level and district level cultural, religious, and other state functions.
- ✓ Acting as a representative of the Election Commission in respect of every election process.
- ✓ Coordinating activities over the services such as Registration of the Deeds, Register of Births, Register of Death and Marriages and issuance of the copies of the relevant particulars within the limitations of the district.
- ✓ Re-establishment of the livelihood and making stable thereof by taking necessary actions such as organizing, implementing, supervising, and feed backing in respect of the Disaster Management Activities as the exclusive Government Representative at the extensive natural disasters such as drought, flood, cyclones and sea erosions and tsunami.
- ✓ Paying pension payments and coordinating the pension activities of the district.
- ✓ Coordinating as an efficient responsive institute on public complaints over their grievances or difficulties.
- ✓ Confirmation of possession of an allotment of land on behalf of landless citizens living in the district and taking measures to develop state lands and coordinating the relevant activities.

1.4 Organization Chart



1.5 Main Divisions

- Establishments Division
- Service Division
- Land Development Division
- Financial Division
- Planning Division
- Engineering Division
- Internal Audit Division

Divisional Secretariats under the purview of the District Secretariat

1. Divisional Secretariat - Galle Four Gravets
2. Divisional Secretariat - Thawalama
3. Divisional Secretariat - Niyagama
4. Divisional Secretariat - Ambalangoda
5. Divisional Secretariat - Karandeniya
6. Divisional Secretariat - Elpitiya
7. Divisional Secretariat - Neluwa
8. Divisional Secretariat - Nagoda
9. Divisional Secretariat - Balapitiya
10. Divisional Secretariat - Hikkaduwa
11. Divisional Secretariat - Akmeemana
12. Divisional Secretariat - Bentota
13. Divisional Secretariat - Habaraduwa
14. Divisional Secretariat - Baddegama
15. Divisional Secretariat - Yakkalamulla
16. Divisional Secretariat - Bope Poddala
17. Divisional Secretariat - Welivitiya Divithura
18. Divisional Secretariat - Imaduwa
19. Divisional Secretariat - Gonapinuwala
20. Divisional Secretariat - Rathgama
21. Divisional Secretariat - Madampagama
22. Divisional Secretariat - Wanduramba

Chapter 2 - Progress and Future Outlook

Galle district is the most populated district in Southern Province. 5.17% of population out of the total population of Sri Lanka i. e the population of 1,146,421 people distributed within 895 Grama Niladhari Divisions which are being functioned under 22 Divisional Secretariats in the District of Galle and the District Secretariat Galle steers the rural and divisional administrative activities of the district. In the year 2023, the administrative functions of the district are carried out by 3,819 public officers who served under the District Secretariat and 22 Divisional Secretariats.

In this year, an amount of Rs..2,158 million has been allocated on behalf of the District Secretariat, Galle as budget estimated allocations under expenditure head 261. Rs. 2,019 million has been utilized out of the total allocations during the year. The percentage of the utilization of recurrent expenditure is 95% whereas the percentage of utilization of capital expenditure is 51%. The allocation given by 45 other Line Ministries and Departments is Rs.3, 031 million and It is highly commendable to be able to increase the utilization of this provision up to 100% with the help of all the officers of the District Secretariat, Divisional Secretariats and the institutions which provide essential technical support services.

The "Senehasa" social welfare program implemented by the District Secretariat Galle to provide assistance to people facing severe economic difficulties amidst local and global socio-economic crises is currently in progress. During the year 2023, activities such as provision of dry rations, school equipment, livelihood development programs, etc. (amounting to Rs. 155 million) have been carried out to aid low-income families with the assistance of non-governmental organizations.

Furthermore, efforts have been made to support small and medium-scale entrepreneurs in the district through the implementation of the "Galu Disa Prawardha Program." Simultaneously, initiatives are underway to launch the "Galle Street Fair" trade fair, aimed at fostering entrepreneurship. Additionally, plans include organizing an annual award ceremony known as the "Galu Disa Prawardha Annual Award Ceremony" to evaluate the performance of rural and divisional level officers within the district.

Further, Rs. 1.3 million rupees have been spent in the year 2023 for the capacity development of officers in the District Secretariat and the Divisional Secretariats. With the objective of improving the physical and mental wellbeing of the officers, several programs were organized such as Pirith Chanting Ceremony, Annual Trip, physical wellness programs, tree planting programs, Kachcheri Night show.

It has been planned to continue running programs in the year 2024, such as ,ensuring food security and nutrition , establishing a multi-sectorial joint mechanism to empower rural economic revitalization centers to develop livelihoods .Further, it has been planned to implement multi sectorial joint mechanism under Plantation and Agriculture, Tourism Industry and Services, Fisheries and Animal Production, and Financial Management for sustainable economic development in the district of Galle.

I wish to make Galle splendiferous by maximizing the use of existing resources and adapt to the existing conditions by guiding the staff in this year and the years ahead to achieve the goals of the institute as well as the goals of the entire government in accordance with government policies



Shantha Weerasinghe,
District Secretary/ Government Agent,
Administrative District ,Galle.

Chapter 3 – Overall Financial Performance for the Year ended 31st December 2023

3.1. Statement of Financial Performance

		ACA-F		
Statement of Financial Performance for the period ended 31st December 2023				
Revised Budget		Note	Actual	
			2023 Rs.	2022 Rs.
Rs.				
-	Revenue Receipts		-	
-	Income Tax	1	-	
-	Taxes on Domestic Goods & Services	2	-	} ACA-1
-	Taxes on International Trade	3	-	}
-	Non Tax Revenue & Others	4	-	}
-	Total Revenue Receipts (A)		-	-
-	Non Revenue Receipts			
-	Treasury Imprests		4,823,542,285	5,445,304,000 ACA-3
-	Unsettled Imprest Balance		115,536	194,086 ACA-3
-	Deposits		297,121,955	328,796,590 ACA-4
-	Advance Accounts		98,628,763	80,819,289 ACA-5
-	Other Main Ledger Receipts		-	-
-	Total Non Revenue Receipts (B)		5,219,408,539	5,855,113,965
	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		5,219,408,539	5,855,113,965
	Remittance to the Treasury (D)		115,536	82,125,050
	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)		5,219,293,003	5,772,988,915
-	Less: Expenditure			
-	Recurrent Expenditure			
	Wages, Salaries & Other Employment			
1,746,000,000	Benefits	5	1,709,338,274	1,339,150,520
285,560,000	Other Goods & Services	6	233,931,216	189,286,514
33,686,000	Subsidies, Grants and Transfers	7	28,176,653	15,970,438
-	Interest Payments	8	-	-
-	Other Recurrent Expenditure	9	-	2,945,340
2,065,246,000	Total Recurrent Expenditure (F)		1,971,446,143	1,547,352,812
	Capital Expenditure			
54,000,000	Rehabilitation & Improvement of Capital Assets	10	30,122,903	19,385,029
16,000,000	Acquisition of Capital Assets	11	3,814,792	28,874,443
-	Capital Transfers	12	-	-
-	Acquisition of Financial Assets	13	-	-
6,000,000	Capacity Building	14	1,304,008	2,096,426
16,900,000	Other Capital Expenditure	15	11,969,611	678,494,220
92,900,000	Total Capital Expenditure (G)		47,211,314	728,850,118
	Deposit Payments		354,810,515	496,583,442 ACA-4
	Advance Payments		99,559,064	90,194,453 ACA-5
	Other Main Ledger Payments		-	-
	Total Main Ledger Expenditure (H)		454,369,579	586,777,895
	Total Expenditure I = (F+G+H)		2,473,027,036	2,862,980,825
	Balance as at 31st December J = (E-I)		2,746,265,967	2,910,008,090
	Balance as per the Imprest Adjustment State ment		2,746,265,967	2,909,892,554 ACA-7
	Imprest Balance as at 31st De cember		-	115,536 ACA-3
			2,746,265,967	2,910,008,090

3.2. Statement of Financial Position

ACA-P

Statement of Financial Position As at 31st December 2023

	Note	Actual	
		2023 Rs	2022 Rs
Non Financial Assets			
Property, Plant & Equipment	ACA-6	4,563,387,212	4,381,167,219
Financial Assets			
Advance Accounts	ACA-5/5(a)	588,262,151	587,331,850
Cash & Cash Equivalents	ACA-3	-	115,536
Total Assets		5,151,649,363	4,968,614,605
Net Assets / Equity			
Net Worth to Treasury		(109,605,849)	(168,224,709)
Property, Plant & Equipment Reserve		4,563,387,212	4,381,167,219
Rent and Work Advance Reserve	ACA-5(b)	335,089,281	335,089,281
Current Liabilities			
Deposits Accounts	ACA-4	362,778,719	420,467,278
Unsettled Imprest Balance	ACA-3	-	115,536
Total Liabilities		5,151,649,363	4,968,614,605

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 31 to 39 and Annexures to accounts presented in pages from 39 to 45 form an integral part 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 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.

Chief Accounting Officer
Pradeep Yasarithna
Secretary, Ministry of Public
Administration, Home Affairs,
Provincial Councils and Local
Government

Date: 15/02/2024

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

Accounting Officer
Shantha Weerasinghe

District Secretary,
Administrative District-
Galle

Date: 15/02/2024

Shantha Weerasinghe
District Secretary / Government Agent
Galle.

Chief Accountant
D.S.Ranasinghe

District Secretariat
Office- Galle

Date: 15.02.2024

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

3.3. Statement of Cash Flows

		ACA-C	
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		281,982,985	339,755,995
Imprest Received		4,823,542,285	5,445,304,000
Recoveries from Advance		150,545,666	122,801,800
Deposit Received		297,121,955	328,796,590
Total Cash generated from Operations (A)		5,553,192,891	6,236,658,385
<u>Less - Cash disbursed for:</u>			
Personal Emoluments & Operating Payments		3,236,462,465	3,277,391,929
Subsidies & Transfer Payments		1,507,005,341	1,104,277,362
Expenditure incurred on behalf of Other Heads		-	2,945,340
Imprest Settlement to Treasury		115,536	82,125,050
Advance Payments		162,835,342	123,255,637
Deposit Payments		354,810,515	496,583,442
Total Cash disbursed for Operations (B)		5,261,229,199	5,086,578,760
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)		291,963,692	1,150,079,625
<u>Cash Flows from Investing Activities</u>			
Interest		-	-
Dividends		-	-
Divestiture Proceeds & Sale of Physical Assets		397,620	349,765
Recoveries from On Lending		-	-
Total Cash generated from Investing Activities (D)		397,620	349,765
<u>Less - Cash disbursed for:</u>			
Capital Expenditure		292,476,848	1,150,507,940
Total Cash disbursed for Investing Activities (E)		292,476,848	1,150,507,940
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)		(292,079,228)	(1,150,158,175)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)		(115,536)	(78,550)
<u>Cash Flows from Financing 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)		(115,536)	(78,550)
Opening Cash Balance as at 01st January		115,536	194,086
Closing Cash Balance as at 31st December		-	115,536

3.4. Notes to Financial Statements

ACA-2(H)

Statement of Expenditure for the period ended 31st December 2023

District Secretariat :Galle

Expenditure Head No : 261

Expenditure Code	Note	Provisions					Expenditure			Net Effect	
		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 Estimate	Reasons for the Variance
		(1)	(2)	(3) (-)/+	(4)=(1)+(2)+(3)	(5)	(6)	(7)=(5)+(6)	(8)=(4)-(7)	(9)=(8)/(4)*100	
Recurrent Expenditure											
Programme (1) Prog./Proj./Sub proj./Object code/Item											
OBJECT CODE WISE CLASSIFICATION OF WAGES, SALARIES & OTHER EMPLOYMENT BENEFITS	5										
Personal Emoluments											
1001 Salaries & Wages	11	1,167,000,000			1,167,000,000	1,144,250,640		1,144,250,640	22,749,360	2	Casual savings
1002 Overtime & Holiday Payments	11	28,000,000			28,000,000	19,271,816		19,271,816	8,728,184	31	Savings and control of public expenditure as per National Budget Circular 01/2023.
1003 Other Allowances	11	551,000,000			551,000,000	532,191,973	1,540,780	545,815,818	5,184,182	1	Casual savings
OBJECT CODE WISE CLASSIFICATION OF OTHER GOODS & SERVICES	6										
Travelling Expenditure											
1101 Domestic	11	33,200,000			33,200,000	26,501,236		26,501,236	6,698,764	20	Savings and control of public expenditure as per National Budget Circular 01/2023.
Total (a)		33,200,000	-	-	33,200,000	26,501,236	-	26,501,236	6,698,764		

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 261

District Secretariat -Galle

Rs.

Expenditure Code	Note	Provisions					Expenditure		Net Effect		
		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 as a % of Revised Estimate	Reasons for the Variance	
		(1)	(2)	(3) (-)+	(4)=(1)+(2)+(3)	(5)	(6)	(7)=(5)+(6)	(8)=(4)-(7)	(9)=(8)/(4)*100	
Supplies											
1201 Stationery & Office Requisites		34,500,000			34,500,000	28,532,128		28,532,128	5,967,872	17	Savings and control of public expenditure as per National Budget Circular 01/2023.
1202 Fuel		41,000,000		(1,600,000)	39,400,000	32,560,233		32,560,233	6,839,767	17	Savings and control of public expenditure as per National Budget Circular 01/2023.
1203 Diets & Uniforms		550,000			550,000	542,900		542,900	7,100	1	Casual savings
Total (b)		76,050,000		(1,600,000)	74,450,000	61,635,261		61,635,261	12,814,739		
Maintenance Expenditure											
1301 Vehicles		30,300,000		(6,150,000)	24,150,000	17,671,349		17,671,349	6,478,651	27	Savings and control of public expenditure as per National Budget Circular 01/2023.
1302 Plant and machinery		6,000,000		2,950,000	8,950,000	8,785,731		8,785,731	164,269	2	Casual savings
1303 Building and Structures		7,900,000			7,900,000	3,769,517		3,769,517	4,130,483	52	Savings and control of public expenditure as per National Budget Circular 01/2023.
Total (c)		44,200,000		(3,200,000)	41,000,000	30,226,597		30,226,597	10,773,403		

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 261

District Secretariat :Galle

Rs.

Expenditure Code	Note	Provisions					Expenditure		Net Effect		Reasons for the Variance
		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 Estimate	
		(1)	(2)	(3) (-)+	(4)-(1)+(2)+(3)	(5)	(6)	(7)=(5)+(6)	(8)-(4)-(7)	(9)=(8)/(4)*100	
Services											
1401 Transport	11	1,200,000			1,200,000	1,200,000		1,200,000	-	-	According to National Budget Circular 01/2023
1402 Postal & Communication	11	21,500,000			21,500,000	18,426,009		18,426,009	3,073,991	14	savings and non-submission of December bills.
1403 Electricity & Water	11	24,500,000		4,160,000	28,660,000	25,508,438		25,508,438	3,151,562	11	According to National Budget Circular 01/2023 savings and non-submission of December bills.
1404 Rents & Local Taxes	11	4,350,000			4,350,000	3,266,087		3,266,087	1,083,913	25	Savings as per National Budget Circular 01/2023
1409 Other	11	80,000,000	1,200,000		81,200,000	67,167,588		67,167,588	14,032,412	17	Savings and control of public expenditure as per National Budget Circular 01/2023.
Total (d)		131,550,000	1,200,000	4,160,000	136,910,000	115,568,122	-	115,568,122	21,341,878		
Total Expenditure on Other Goods & Services (a+b+c+d)		285,000,000	1,200,000	(640,000)	285,560,000	233,931,216	-	233,931,216	51,628,784		

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 261

District Secretariat :Galle

Expenditure Code	Note	Provisions						Expenditure		Net Effect	
		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 Estimate	Reasons for the Variance
Finance Code		(1)	(2)	(3) (-)/+	(4)-(1)+(2)+(3)	(5)	(6)	(7)-(5)+(6)	(8)-(4)-(7)	(9)-(8)/(4)*100	
OBJECT CODE WISE CLASSIFICATION OF TRANSFERS, GRANTS & SUBSIDIES	7										
Transfers											
1504 Development Subsidies			12,046,000		12,046,000	12,010,054		12,010,054	35,946		
Rice Purchasing Programme					16,000,000	11,107,278		11,107,278	4,892,722		
1506 Property Loan Interest to Public Servants	11	16,000,000									
1508 Other		5,000,000		640,000	5,640,000	5,059,321		5,059,321	580,679		
Hall De Galle											
Total Programme (1)		21,000,000	12,046,000	640,000	33,686,000	28,176,653		28,176,653	5,509,347		
Grand Total (Notes 5 to 9) Total Recurrent Expenditure		2,052,000,000	13,246,000	-	2,065,246,000	1,957,822,298	13,623,845	1,971,446,143	93,799,857	31	Savings as per National Budget Circular 01/2023
Capital Expenditure											
Programme (1)											
OBJECT CODE WISE CLASSIFICATION OF PUBLIC INVESTMENT Rehabilitation & Improvements of Capital Assets	10										
2001 Buildings & Structures	11	30,000,000			30,000,000	17,044,703		17,044,703	12,955,297	43	Carrying out only essential repairs as per National Budget Circular 02/2023.
2002 Plant, Machinery & Equipment	11	4,000,000			4,000,000	3,933,349		3,933,349	66,651	2	Casual savings

Rs.

2003 Vehicles	11	20,000,000			20,000,000	9,144,851	9,144,851	10,855,149	54	Carrying out only essential repairs as per National Budget Circular 02/2023.
Total (a)	11	54,000,000	-	-	54,000,000	30,122,903	30,122,903	23,877,097		
Acquisition of Capital Assets										
2102 Furniture & Office Equipment	11	500,000			500,000	490,350	490,350	9,650	2	Casual savings
2103 Plant, Machinery & Equipment	11	500,000			500,000	490,600	490,600	9,400	2	Casual savings
2104 Buildings & Structures	11	15,000,000			15,000,000	2,833,842	2,833,842	12,166,158	81	Carrying out only essential constructions as per the National Budget Circular 02/2023
Total (b)		16,000,000	-	-	16,000,000	3,814,792	3,814,792	12,185,208		
Capital Transfers	12									
Acquisition of Financial Assets	13									
Capacity Building	14									
2401 Staff Training	11	6,000,000			6,000,000	1,304,008	1,304,008	4,695,992	78	Conducting only essential training as per National Budget Circular 02/2023.
Total (c)		6,000,000	-	-	6,000,000	1,304,008	1,304,008	4,695,992		
Other Capital Expenditure	15									
2509 Other										
2011-2014 Bills in hand for road carpet			16,900,000		16,900,000	11,969,611	11,969,611	4,930,389	29	Recovery of unearned advances on paid projects, Decrease in value of work done and thus decrease in VAT payment
Total (f)		-	16,900,000	-	16,900,000	11,969,611	11,969,611	4,930,389		
Programme (L)										
Total Expenditure on Public Investments (a+b+c+d+e+f)		76,000,000	-	-	92,900,000	47,211,314	47,211,314	45,688,686		
Grand Total (Notes 5 to 15) - Total Expenditure		2,128,000,000	-	-	2,158,146,000	2,005,033,612	2,018,657,457	139,488,543		

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Chief Accountant
Date : 15.02.2024

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

Statement of Imprest Account for the year 2023

District Secretariat :Galle
Expenditure Head No. : 261

Imprest Account No.	1		2			3			4			Imprest Balance as at 31st December 2023 as per Treasury Books	Imprest Balance as at 31st December 2023 as per Entity Books
	Imprest Balance as at 1st January 2023		Imprest Received			Imprest Settlement			Imprest Balance as at 31st December 2023				
	Unsettled Sub Imprests	Unsettled Imprests (Excluding Unsettled)	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total	*5	6
308/21	1(i)	1(ii)	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)	5=1(iii)+2(iii)-3(iii)	
	115,536	-	115,536		115,536		115,536	115,536					
308/23			4,823,542,285	495,213,466	5,318,755,751			5,318,755,751					

1. 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.

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

RJ
.....
Chief Accountant
Date : 15.01.2024

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

Statement of Deposit Accounts as at 31st December 2023

Expenditure Head No : 261

District Secretariat : Galle

							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	
Tender Deposits	6000-0-0-002-0-094-0	66,000	769,400	177,500	657,900	657,900	
Deposits Temporary Retained Payable to Third Parties	6000-0-0-013-0-062-0	19,306,494	169,957,155	166,309,221	22,954,428	22,954,428	
Retention Money for Construction	6000-0-0-016-0-045-0	240,309,264	8,185,344	34,918,655	213,575,953	213,575,953	
Compensation	6000-0-0-017-0-015-0	160,785,521	118,210,056	153,405,139	125,590,438	125,590,438	

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Chief Accountant
Date : 15.02.2024

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

Statement of Advance Accounts as at 31st December 2023

Expenditure Head No : 261

District Secretariat :Galle

Name of Advance Account	Advance Account Number	Balance as at 1st January 2023 (1)	Maximum Limits of Expenditure Rs.80,000,000		Minimum Limits of Receipts Rs.67,000,000		Maximum Limits of Debit Balance Rs.300,000,000	Maximum Limits of Liabilities Rs.	Balance as per Treasury Books as at 31st December 2023
			Debits during the year		Credits during the year				
			In Cash	Through Cross Entries	In Cash	Through Cross Entries			
(1) Advance to Public Officers	261011	252,242,569	78,400,293	21,158,771	84,770,570	13,858,193	253,172,870	253,172,870	
			Debits during the year (2)		Credits during the year (3)		Balance as 4=(1)+(2)-(3)		

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.....
Chief Accountant
Date : 15.02.2024

D. S. Ranasinghe
Chief Accountant
District Secretariat
Galle.

Statement of Rent and Work Advance Accounts as at 31st December 2023

Expenditure Head No : 261

District Secretariat : Galle

Advance Number	Project Description	Paid Date	Voucher No.	Paid Amount (Rs.)	Balance as at 01.01.2023 (Rs.)	Recoveries During the Year 2023		Balance as at 31.12.2023 (Rs.)
						For Previous Year	For Current Year	
(1) Rent Advance Total (a)								
(2) Work Advance 9188-261-0-2-0-6-0	Construction of a auditorium for 2000 seats in Galle	27.04.2019	158	100,000,000	100,000,000	-	-	100,000,000
9188-261-0-2-0-7-0	Construction of a auditorium for 2000 seats in Galle	28.08.2019	173	30,000,000	30,000,000	-	-	30,000,000
9188-261-0-2-0-9-0	Construction of a auditorium for 2000 seats in Galle	04.11.2019	3	5,139,892	5,139,892	-	-	5,139,892
9188-261-0-2-0-10-0	Construction of a auditorium for 2000 seats in Galle	07.02.2020	8	62,907,171	62,907,171	-	-	62,907,171
9188-261-0-2-0-11-0	Construction of a auditorium for 2000 seats in Galle	03.03.2020	1	30,393,751	30,393,751	-	-	30,393,751
9188-261-0-2-0-12-0	Construction of a auditorium for 2000 seats in Galle	08.10.2020	15	106,648,467	106,648,467	-	-	106,648,467
Total (b)				335,089,281	335,089,281	-	-	335,089,281
Grand Total (a)+(b)				335,089,281	335,089,281	-	-	335,089,281

.....
 Chief Accountant
 Date : 15.02.2024

Ry
 D. S. Ranasinghe
 Chief Accountant
 District Secretariat
 Galle.

Statement of Rent and Work Advance Reserve Accounts as at 31st December 2023
District Secretariat :Galle

Expenditure Head No : 261

Advance Number	Project Description	Balance as at 01.01.2023 (Rs.) (1)	During the Year 2023		Balance as at 31.12.2023 (Rs.) 4=1+3-(2)
			Recoveries (Dr.) (2)	Paid (Cr.) (3)	
(1) Rent Advance Total (a)					
(2) Work Advance					
9189-261-0-2-0-6-0	Construction of a auditorium for 2000 seats in Galle	100,000,000	-	-	100,000,000
9189-261-0-2-0-7-0	Construction of a auditorium for 2000 seats in Galle	30,000,000	-	-	30,000,000
9189-261-0-2-0-9-0	Construction of a auditorium for 2000 seats in Galle	5,139,892	-	-	5,139,892
9189-261-0-2-0-10-0	Construction of a auditorium for 2000 seats in Galle	62,907,171	-	-	62,907,171
9189-261-0-2-0-11-0	Construction of a auditorium for 2000 seats in Galle	30,393,751	-	-	30,393,751
9189-261-0-2-0-12-0	Construction of a auditorium for 2000 seats in Galle	106,648,467	-	-	106,648,467
Total (b)		335,089,281	-	-	335,089,281
Grand Total (a)+(b)		335,089,281	-	-	335,089,281

Ry
 Chief Accountant
 Date : 15.02.2024

D. S. Ranasinghe
 Chief Accountant
 District Secretariat
 Galle.



Cumulative Non Financial Asset Accounts Report- Central Govt-2023



Land-9153: 886,630,000.00 Table: SA 82
Building- 9151: 2,531,745,552.50 Year: 2023
Machinery-9152: 556,559,824.57 Rpt Date 2/21/2024 10:45:16 AM
WIP-9160: 588,451,835.16 Head 261
Intangible-9154: 0.00
Lease-9180: 0.00

Ledger	category	Item	Code	Opn_Bal	Opn_Bal_Add	TransferIn	Purchase	Disposal	Balance
9151	1.1-Dwellings		61111	106,794,321.14	0.00	0.00	0.00	0.00	106,794,321.14
		Garages	****6111102	3,519,537.64	0.00	0.00	0.00	0.00	3,519,537.64
		Quarters	****6111107	91,774,783.50	0.00	0.00	0.00	0.00	91,774,783.50
		Circuit Bungalows	****6111108	11,500,000.00	0.00	0.00	0.00	0.00	11,500,000.00
9151	1.2-Non Residential Building		61112	2,153,875,964.28	392,137,751.51	0.00	2,459,313.98	125,229,328.74	2,423,243,701.03
		Office Building	****6111201	2,067,594,160.92	376,759,262.00	0.00	2,459,313.98	125,229,328.74	2,321,583,408.16
		Schools	****6111202	0.00	3,680,000.00	0.00	0.00	0.00	3,680,000.00
		Building for Public Entertainment	****6111204	86,281,803.36	11,698,489.51	0.00	0.00	0.00	97,980,292.87
9151	1.3-Other Structure		61113	1,707,530.33	0.00	0.00	0.00	0.00	1,707,530.33
		Harbors dams & other water works	****6111306	195,030.33	0.00	0.00	0.00	0.00	195,030.33
		Structures associated with mining subsoil assets	****6111307	1,500,000.00	0.00	0.00	0.00	0.00	1,500,000.00
		Communication line power line & pipelines	****6111308	12,500.00	0.00	0.00	0.00	0.00	12,500.00
9160	1.4-WIP-Building & Structure		61114	639,300,536.19	0.00	0.00	374,527.78	51,223,228.81	588,451,835.16
		WIP-Building & Structure	****611140	11,371,999.97	0.00	0.00	0.00	0.00	11,371,999.97
		Building for Public Entertainment	****6111411	11,698,489.51	0.00	0.00	0.00	11,698,489.51	0.00
		Office Building	****611148	616,230,046.71	0.00	0.00	374,527.78	39,524,739.30	577,079,835.19
9152	2.1-Transport Equipment		61121	205,005,000.00	1,919,900.00	0.00	0.00	43,785,000.00	163,139,900.00
		Passenger vehicle	****6112101	205,000,000.00	0.00	0.00	0.00	43,785,000.00	161,215,000.00

		Agricultural vehicle	****6112103	0.00	1,919,900.00	0.00	0.00	0.00	1,919,900.00
		Motor cycle	****6112109	5,000.00	0.00	0.00	0.00	0.00	5,000.00
9152	2.2-Other Machinery & Equipment		61122	391,253,867.44	3,469,436.82	0.00	980,949.75	2,284,329.44	393,419,924.57
		Office Equipment	****6112201	155,988,063.05	875,097.89	0.00	218,073.00	436,141.43	156,645,092.51
		Computer Equipment	****6112202	108,524,809.49	1,124,615.43	0.00	322,300.00	1,653,379.51	108,318,345.41
		Electrical Equipment	****6112203	86,541,892.36	1,076,780.50	0.00	271,420.50	85,458.00	87,804,635.36
		Communication Equipment	****6112204	25,559,789.99	325,613.00	0.00	140,750.00	80,977.00	25,945,175.99
		Furniture	****6112205	11,555,432.95	67,330.00	0.00	23,616.25	28,223.50	11,618,155.70
		Musical Instruments	****6112206	800.00	0.00	0.00	0.00	0.00	800.00
		Medical Equipment	****6112207	5,200.00	0.00	0.00	0.00	0.00	5,200.00
		Laboratory Instruments	****6112211	200.00	0.00	0.00	0.00	0.00	200.00
		Industrial & Manufacturing Equipment	****6112212	53,000.00	0.00	0.00	0.00	0.00	53,000.00
		Construction Equipment	****6112213	1,226,400.00	0.00	0.00	0.00	100.00	1,226,300.00
		Defence Equipment	****6112215	1,323,463.20	0.00	0.00	0.00	0.00	1,323,463.20
		Agricultural & Dairy Farm Equipment	****6112216	129,483.20	0.00	0.00	4,790.00	50.00	134,223.20
		Fire Protection Equipment	****6112217	345,333.20	0.00	0.00	0.00	0.00	345,333.20
9153	4.1-Land		61410	883,230,000.00	3,400,000.00	0.00	0.00	0.00	886,630,000.00
		Land	****614100	883,230,000.00	3,400,000.00	0.00	0.00	0.00	886,630,000.00

REMARKS

This is a computer-generated document. No signature is required.

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Report Generated by the new CIGAS Web Application--Developed by S.Tharshan -
Director, Dept of State Accounts

Statement of Imprest Adjustment

Revenue Collected by Other Entities on behalf of Reporting Entity	-	
Expenditure incurred by Reporting Entity on behalf of Other Entities	3,030,911,041	
Debits made to Advance "B" Account on behalf of Other Entities	63,585,425	
Credits made to Advance "B" Account by Other Entities	12,028,602	3,106,525,068
Less:		
Revenue Collected by Reporting Entity on behalf of Other Entities	282,380,605	
Expenditure incurred by Other Entities on behalf of Reporting Entity	13,623,845	
Credits made to Advance "B" Account on behalf of Other Entities	63,945,505	
Debits made to Advance "B" Account by Other Entities	309,146	360,259,101
Imprest Adjustment Balance as at 31st December 2023		2,746,265,967

3.5 Performance of the Revenue Collection

Rs. ,000					
Revenue Code	Description of the Revenue Code	Revenue Estimate 2023		Collected Revenue 2023	
		Original Estimate	Final Estimate	Amount	As a Percentage of Final Revenue Estimate
10.02.07.00	Stamp Duty*			15	
10.03.07.02	Registration fee relevant to Dept. of Registrar General*			47,816	
10.03.07.03	Private Timber Transportation Fees*			709	
10.03.07.05	License fees related to Public Security ,Law & Peace		0.62	698	113
10.03.07.09	Carbon Tax *			356	
10.03.07.99	License Fees and Other	7,271	7,271	8,361	115
20.02.01.01	Rentals on Government Buildings	2,700	3,165	3,308	105
20.02.02.99	Interest-Other	13,640	13,640	14,654	107
20.02.01.03	Lands and Other Leases			(3,837)	
20.03.02.03	Fees under Registration of Persons Act *			31,838	
20.03.02.13	Examination Fees and Other Fees *			17	
20.03.02.14	Fees levied under the Motor Traffic Act *			40,645	
20.03.02.99	Sales and Fees - Administrative fees and payments are miscellaneous	200	500	491	98
20.03.99.00	Sales and charges - Other receipts**	11,517	15,000	28,893	193
20.04.01.00	Social Security Contributions *			108,018	
20.06.02.02	Selling of Capital Assets (Other)	300	386	398	103
20.03.02.06	Fees under Fauna and Flora Act*			0.25	

*Revenue estimates have not been prepared since instructions to prepare revenue estimates have not been received from the Revenue Accounting Officer.

**In the year 2023 revenue collected from the Hall de Galle was Rs 8,234,600.00 and total expenditure was. Rs. 5,059,321.18

3.6 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a Percentage of Final Allocation
	Original	Final		
Recurrent	2,052,000	2,065,246	1,971,446	95%
Capital	76,000	92,900	47,211	51%

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

Serial No	Ministry/ Department from which Allocations Received	Purpose of the Allocation	Allocations		Actual Expenditure	Allocation utilization as a percentage of the Final Allocation
			Original Allocation	Final Allocation		
1.	Presidential Secretariat	Implementing of Janasabha Scheme, World Food Programme	1,022	1,022	1,022	100.00
2.	Ministry of Buddhashasana, Religious and Cultural Affairs	Reconstruction of damaged Temples,	3,573	3,573	3,573	100.00
	Ministry of Buddhashasana, Religious and Cultural Affairs	Overtime allowances, Travelling Expenses, Improvements to Building and Constructions.	2,595	2,595	2,595	100.00
3.	Ministry of Finance, Economic Stabilization and National Policies	For Welfare benefit payment program	4,099	4,099	4,099	100.00
4.	Ministry of Justice, Prison Affairs and Constitutional Reforms	Stationery, Membership Allowances, Hall Fees, Training Programmes, Membership Allowances & Hall Charges , Allowances for Clerks of Chairman , D.S. Clerk Allowances, Stationary Allowances, Development Projects, Salaries, Allowances, Travelling and Interview Duties	24,454	24,454	24,454	100.00
5.	Ministry of Trade, Commerce and Food Security	Domestic Small Super Market Network	542	542	542	100.00
6.	Ministry of Education (Piriven Education Division)	Constructions	1,790	1,790	1,790	100.00

7.	Ministry of Public Administration , Home Affairs, Provincial Councils and Local Government	Programmes, Salaries & Wages, Other allowances, Other, Postal & Communication, Electricity & Water, Furniture & Office equipment, Overtime allowances, Local Travelling, Stationary, Fuel, Uniforms, Vehicles, Machinery & Equipment ,Transport, Rentals, Interest of property loans, Training for office staff, Allowances for graduate trainees.	712,056	712,056	712,056	100.00
8.	Ministry of Environment	Salaries, Allowances, Travelling Expenses	13,386	13,386	13,386	100.00
9.	Ministry of Investment Promotion	Salaries, Allowances, Stationary, Loan Interest of Property loans, Other	14,153	14,153	14,153	100.00
10.	Ministry of Public Security	Salaries, Allowances, Recurrent Expenditure,	9,753	9,753	9,753	100.00
11.	Ministry of Labour and Foreign Employment	Stationary, Travelling Expenses, Programmes	1,678	1,678	1,678	100.00
12.	National Productivity Secretariat	Training Programmes, Travelling Expenses, Stationary	845	845	845	100.00
13.	Department of Buddhist Affairs	Travelling Expenses, Stationary, Progress Review Meetings , Shashanarakshaka Board Meetings, Cremation Ceremonies, Dhamma School Teacher Allowances, Repairs to Machinery, Dhamma School Textbook Distribution, Dhamma Sarasavi Diploma Course , Telephone Allowances , District Sill Mata Meetings , Development of Underdeveloped Dhamma Schools	34,509	34,509	34,509	100.00

14.	Department of Cultural Affairs,	Stationery, Traveling Expenses, Programme for provide assistance for Artist , District Progress Review Meetings, Office Equipment, Postal and Telephone, State Dance Festival, Training Programs, Telephone Bills	4,048	4,048	4,048	100.00
15.	Department of Social Services	Salaries, Allowances, Property Loan Interest, Traveling Expenses, Stationery, Holiday Pay, Telephone Allowance, Conducting Interviews, Drug Prevention Program, National Apprenticeship Athletic Games, Purchasing of Office Equipment	31,450	31,450	31,450	100.00
16.	Department of Probation and Child Care Services	Traveling expenses, stationery, Conducting of district progress review meetings, Providing Assistance.	3,764	3,764	3,764	100.00
17.	Department of Registration of Persons	Salaries, Allowances, Other Allowances, Language Allowances, Property Loan Interest, Traveling Expenses, Fuel, Stationery, Overtime Allowances, Other, Telephone Allowances, Other , Vehicle Maintenance	30,706	30,706	30,706	100.00
18.	Department of Registrar General	Buildings and Constructions, Maintenance, Machinery & Equipment , Improvements to the Offices of the Department of Registrar General	8,481	8,481	8,481	100.00
19.	Department of Land Commissioner General	Salaries , Allowances, Development of Software	603	603	603	100.00

20.	Department of Fisheries and Aquatic Resources	Office Renovations	2,437	2,437	2,437	100.00
21.	Department of Meteorology	Building and Construction	3,786	3,786	3,786	100.00
22.	Department of Land Use Policy Planning	Traveling Expenses, Development Projects, Stationary, Programmes	1,728	1,728	1,728	100.00
23.	Ministry of Defense	Salaries and Wages, Other Allowances, Travelling Expenses, Stationary, Repairs to Machineries & Equipment, Training Programmes, Prompt response in emergency situations, Advances to damaged houses due to disasters , Floods , Landslides, Resettlement programme for families displaced from their places of residence due to high risk of , landslides ,Projects for disaster mitigation, Allowances for assessment of damages	69,491	69,491	69,490	100.00
24.	Ministry of Health	Salaries and Wages, Other Allowances, Other Allowances, Travelling Expenses, Expenses incurred for stationary, Property Loan Interest of Government Employees, Ayurvedic Conservation Councils, Food and Nutrient Programs	13,508	13,508	13,508	100.00

25.	Ministry of Agriculture	Salaries and Wages, , Other Allowances, Traveling Expenses, Overtime & Holiday Pay, Stationery and Office needs, Fuel ,Maintenance expenses to machinery and equipment , Transport Services, Postal and Communication Services, Other Expenses, Interest of Property Loan of Government Employees, Vehicle Repairs, Food security and technical programmes , Fertilizer Subsidies , Youth Agri Entrepreneurship Programme	202,455	202,455	202,455	100.00
26.	Ministry of Tourism and Lands	Salaries, Allowances Traveling expenses , Interest of property loans of government employees, Payment of compensations and interest for the land acquisitions related to government matters.	72,483	72,483	72,483	100.00
27.	Ministry of Education	Travelling Expenses, Stationary and office requirements.	953	953	953	100.00
28.	Ministry of Industries (Vidatha Unit)	Improvements to machinery and equipment, Overtime allowances, Traveling expenses, Stationary and office requirements, Maintenance of machinery and equipment, Postal and telecommunication, Electricity and water services, Rental of buildings, Other allowances, Repairs to buildings, Purchase of machinery and equipment , other	4,235	4,235	4,235	100.00
29.	Ministry of Plantation Industries	Export Crops Promotion Center Programme in Holuwagoda Ecotourism Plantation Park	52,797	52,797	52,797	100.00
30.	Ministry of Industries	Development of Infrastructure Facilities-Repairs to access road of Karandeniya Industrial Park	9,802	9,802	9,802	100.00

31.	Ministry of Women , Child Affairs and Social Empowerment	Travel expenses, stationery and office requirements, programmes, women empowerment programmes through entrepreneurship development, salaries and wages, other allowances, interest of property loans of government employees, Assistance for low-income disabled persons (welfare programmes), Rs. 5000 Livelihood Allowance for low-income kidney patients, Subhagya Production Village Programme, Financial assistance for persons above 70 years (Welfare Programmes), Financial assistance for persons above 100 years (Welfare Programmes), Lama Diriya Program - Allowances for Pre-School Teachers , Nutritional food bags for pregnant mothers, Breakfast for pre-school children.	1,270,361	1,270,361	1,270,361	100.00
32.	Ministry of Sports and Youth Affairs	Overtime and holiday pay, Traveling expenses, Fuel allowances, vehicle repairs, Purchase of machinery and equipment , Rental and local taxes, Training programs, Youth affair programs, Stationery and office requirements, Postal and communication services, Electricity and water services, Other	6,293	6,293	6,293	100.00

33.	Department of Muslim Religious and Cultural Affairs	Traveling expenses, stationery and office requirements	65	65	65	100.00
34.	Department of Government Information	Travelling Expenses, Stationary and Office Requirements, Postal and Communication Services, Purchasing of Newspapers	132	132	132	100.00
35.	Department of Sports Development	Traveling expenses, Stationery and office requirements, Fuel expenses, Programs	408	408	408	100.00
36.	Department of Immigration and Emigration	Traveling expenses, stationery and office requirements , Fuel Allowances, Other Allowances	151	151	151	100.00
37.	Department of Census and Statistics	Overtime and holiday pay, Traveling expenses, Stationery and office requirements, Fuel, Vehicle maintenance expenses, Maintenance expenses to machinery and equipment, Postal and communication services, Electricity and water services, Rentals , Other expenses, Research and development	10,679	10,679	10,679	100.00
38.	Department of Export Agriculture	Renovation to buildings	70	70	70	100.00
39.	Department of Textile Industry	Payment of allowances	768	768	768	100.00
40.	Department of National Botanical Garden	Programmes	10	10	10	100.00
41.	Department of Community Based Correction	Travelling	436	436	436	100.00

42.	Department of Motor Traffic	Overtime and holiday pay, Other allowances, Stationery and office requirements , Maintenance expenses of machinery and equipment , Building and Constructions, Postal and communication services, Electricity and water services, Security services, Fees related to driving license Exams, Other contracted services, Other administration expenses, Practical Test	6,012	6,012	6,012	100.00
43.	Department of Multipurpose Development Task Force	Communication services, Interest of property loans of government employees, Purchase of machinery and equipment ,Salaries and wages, Other allowances , Traveling expenses, Stationery and office requirements	321,707	321,707	321,707	100.00
44.	Department of Manpower and Department Employment	Electricity bills, Travelling expenses, Stationery and office requirements, Fuel allowances. Postal and communication services, Rentals, Purchasing of machinery and equipment , Programs, Research Programs , Awareness programs related to carrier guidance	2,178	2,178	2,178	100.00
45.	Department of Pensions	Payment of Civil and W & OP pensions, Postal and Printing expenses ,Overtime and traveling expenses, Purchase of office equipment and payments for rehabilitation of capital assets and improvements	74,457	74,457	74,457	100.00
Total			3,030,909	3,030,909	3,030,908	100.00

3.8 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Asset Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per Financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	2,531,746	2,531,746	-	100
9152	Machinery & Equipment	556,560	556,560	-	100
9153	Land	886,630	886,630	-	100
9154	Intangible Assets	-	-	-	-
9155	Biological Assets	-	-	-	-
9160	Work in Progress	588,452	588,452	-	100
9180	Leased Assets	-	-	-	-

3.9 Auditor General's Report

** The report issued by the Auditor General is included at the end of this performance report.

Chapter 04 – Performance Indicators

4.1 Performance Indicators of the Institution (Based on the Action Plan)

4.1.1 Related to District Secretariat

Specific Indicators	Actual output as a percentage (%) of the expected output		
	90%-100%	75%-89%	50%-74%
Percentage of allocation utilization	✓		
Percentage of imprest utilization	✓		
Percentage of completion of renovation Activities	✓		
Percentage of revenue earning	✓		
Percentage of public complaints dealt with	✓		
Percentage of land complaints dealt with	✓		
Number of Land Licenses and Land Grants prepared	✓		
Number of requests related to lands that were addressed.	✓		
Number of lands granted			20%
The amount granted for the construction of houses	✓		
Number of issues dealt with	✓		
Number of committee meetings held and number of recommendations given	✓		
Number of functions conducted according to the intended purpose	✓		
Number of issues approved / solved	✓		
Number of issues that that were addressed	✓		
Coordination of land requests			✓
Number of Payments	✓		
Percentage of frequency of conducting price committee meetings and submitting reports	✓		
Number of financial reports	✓		
Number of Training Hours	✓		
Number of offices surveyed (833)	✓		
Physical progress of the completed development projects			36.1%
Financial progress of the completed development projects			36.5%

4.1.2 Relevant to Other Ministries and Departments

Ministry from which provisions received - Ministry of Sports and Youth Affairs
(Construction of side wall of Galagoda Junior School)

Specific Indicators	Actual output as a percentage of the expected output		
	90%-100%	75%-89%	50%-74%
Utilization of Allocations			
Financial Progress			
Physical Progress	92.8		
Completed Development Projects			

Ministry from which provisions received- Ministry of Agriculture

Specific Indicators	Actual output as a percentage of the expected output		
	100%-90%	75%-89%	50%-74%
Utilization of Allocations		80.1	
Financial Progress			
Physical Progress	100		
Completed Development Projects	17		

Ministry from which provisions received - Ministry of Plantation Industries (Establishment of Export Agricultural Promotion Center at Holuwagoda Eco tourism Plantation Park)

Specific Indicators	Actual output as a percentage of the expected output		
	100%-90%	75%-89%	50%-74%
Utilization of Allocations	100%		
Financial Progress	100%		
Physical Progress	100%		
Completed Development Projects	1		

Ministry from which provisions received - Ministry of Industries

Specific Indicators	Actual output as a percentage of the expected output		
	100%-90%	75%-89%	50%-74%
Utilization of Allocations	100%		
Financial Progress	100%		
Physical Progress	100%		
Completed Development Projects	06		

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

5.1 Identified respective Sustainable Development Goals

Progress of Achieving Sustainable Development Goals(SDG)

Serial No.	Target/Objective	Targets	Indicators of the Achievement	Progress of the Achievement to date		
				100%-90%	75%-89%	50%-74%
1	Nurturing ,holistic and sustainable economic development for all, promote productive and decent employments	Making a splendiferous generation free from poverty .	People free from poverty	97%		
2	Constructing strong infrastructural facilities , encouraging innovations by promoting perfect and sustainable industrialization.	Encouraging sustainable industrialization to drive innovation	Results based			36%
3	Promoting development-oriented policies that support profitable activities, decent employment opportunities, entrepreneurship and creativity. Encouraging the establishment and development of micro, small and medium entrepreneurs by providing access to financial services.	Making an economy targeting local productions.	Results based	90%		

5.2 Achievements and Challenges of the Sustainable Development Goals.

Non-availability of necessary allocations to achieve the development goals proposed to be implemented in the year 2023.

Chapter 06- Human Resource Profile

6.1 Cadre Management

District Secretariat

	Approved Cadre	Existing Cadre	Vacancies/(Excess)*
Senior	18	17	01
Territory	04	04	-
Secondary	102	200	(98)
Primary	27	32	(05)

Divisional Secretariats

	Approved Cadre	Existing Cadre	Vacancies/(Excess)*
Senior	94	84	10
Territory	69	41	28
Secondary	2808	3271	(463)
Primary	176	170	06

6.2 Impact of Human Resource Shortage and Excess for the Performance of the Institution

Despite the difficulties occurred due to recruiting officers exceeding the approved limit of the cadre and not appointing officers to the existing vacancies by the Ministry, action has taken in such a way that vacancies in the cadre and the excess staff do not make any impact to the functions of the institute.

6.3 Human Resource Development.

.000

Serial No	Name of the Programme	Number of Staff Trained	Duration of the Programme (Days)	Total Investment (Rs.)		Nature of the Program (Local/ Foreign)	Output/ Knowledge Received *
				Local	Foreign		
1	Granting allocations for the third Efficiency Bar Examination of Grade -I Officers of Sri Lanka Technological Service . D.S. Akmeemana.	1	-	17.5	-	Local	Subjects relevant to Grade- I of Sri Lanka Technological Service
2	Granting allocations for the third Efficiency Bar Examination of Grade- I Officers of Sri Lanka Technological Service . D.S.- Wanduramba	1	-	17.5	-	Local	Subjects relevant to Grade- I of Sri Lanka Technological Service.
3	Granting Warm Clothing Allowance and Casual Allowance for Mr. N.C. Jayarathne, Assistant Divisional Secretary Ambalangoda, who has participated in a "Training Course on New Technology of Tropical Agriculture for developing Countries" that was held in China.	1	21 Days	-	136.7	Foreign	Subjects related to the training , New Technology of Tropical Agriculture for developing Countries .

4	Granting course fee for Ms. A.W.T. Abeywardane, Assistant Divisional Secretary Karandeniya, who has followed an English course conducted by Sri Lanka Institute of Development Administration	1	01 Year	80	-	Local	Subjects related to Diploma in English
5	Granting first installment fee for the Post Graduate Degree in Human Resource Management in Business Administration – (Open University of Sri Lanka) , followed by Mr. W.G. Pasindu Lakruwan, Assistant Divisional Secretary , Four Gravets Galle,	1	01 Year	164.2	-	Local	Subjects related to the Post Graduate Course in Human Resource Management in Business Administration,
6	Training program on providing efficient Public Service through productivity	65	Day 01	9.4	-	Local	Upgrading the efficiency and productivity of the institution

7	Training program related to pension payments for all the Divisional Secretaries and Accountants in Galle District	93	1 Day	70.2	-	Local	Relevant calculations, procedures and rules
8	Training program on procedures of recovering taxes related to government institutions and Training program on sudden vehicle accidents	85	01 Day	64.2	-	Local	How to collect taxes related to government institutions, Taxable Margin, How to take action in connection with vehicle accidents as per the financial regulations (Preparation of initial reports, Preparation of completed reports, write off from damage/ losses book),
9	Training program on ICTA Next Gen Gov. Capacity Building	175	01 Day	99.3	-	Local	Practical training program on Word, Excel, PowerPoint, Access
10	Training program on ICTA Next Gen Gov Capacity Building	175	01 Day	98.6	-	Local	Practical training program on Word, Excel, PowerPoint, Access

11	Granting Provisions for the progress meeting on Galle District Digital Conversion Committee	40	01 Day	5.8	-	Local	Progress review
12	Capacity Development Program for Grama Niladharies - Granting allocations for the Divisional Secretariat Bentota	31	01 Day	8	-	Local	Law and Peace, Role of a Grama Niladhari and Scope of Studies, Productivity, Leadership
13	Training Program on ICTA Next Gen Gov. Capacity Building	65	2 Days	72.1	-	Local	Practical Training program on Word, Excel, Power Point, Access
14	Training Program on ICTA Next Gen Gov Capacity Building	65	2 Days	72.1	-	Local	Practical Training program on Word, Excel, Power Point, Access
15	Granting second installment fee for the Post Graduate Degree in Human Resource Management in Business Administration (Open University of Sri Lanka) , followed by Mr.	1	01 Year	135.8	-	Local	Business Statistics, Human Resource Management, Leadership Management, Financial Management,

	W.G. Pasindu Lakruwan, Assistant Divisional Secretary , Four Gravets Galle.						
16	Covering the expenses for , M.A. (Economics) Post Graduate Degree - University of Kelaniya , followed by Mr.P.G. Amal Chathuranga, Accountant of D.S Niyagama,	1	01 Year	102.5	-	Local	Economics, Statistics, Financial Economics, Business Management
17	Covering the expenses for the Post Graduate Degree in Public Administration and Management - University of Colombo , followed by Ms. P.G.A.Thilini Assistant Divisional Secretary, Yakkalamulla	1	01 Year	150	-	Local	Business Statistics, Human Resource Management, Leadership Management, Financial Management.
Total				1,167.2	136.7		
				1,303.9			

❖ By directing officers to training programs their capacity and attitudes will be developed while improving their knowledge via various sectors. Thereby the quality and accuracy of the public service given to general public will be developed and it will lead to create an efficient and enthusiastic public servant. Ultimately as a result of the above, efficiency and effectiveness of the institute will be uplifted and performance of the institute also be maintained at a higher level.

Chapter 07- Compliance Report

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1	The following Financial statements /accounts have been submitted on the due date			
1.1	Annual financial statement	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Account)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
1.6	Other	-		
2	Maintenance of books and registers (F.R 445)			
2.1	Fixed assets register has been maintained and updated in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/Personal emoluments cards has been maintained and updated	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
2.3	Register of audit query has been maintained and update	Complied		
2.4	Register of Internal Audit Report has been maintained and updated	Complied		
2.5	All monthly account summaries (CIGAS)are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and updated	Complied		
2.7	Inventory register has been maintained and updated	Complied		
2.8	Stocks register has been maintained and updated	Complied		
2.9	Register of losses has been maintained and updated	Complied		
2.10	Commitment Register has been maintained and updated	Complied		
2.11	Register of Counterfoil Books (GA-N20) has been maintained and updated	Complied		
3	Delegation of functions for financial control			
3.1	The financial authority has been delegated within the institute	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Accounts Circular No 171/2004 dated 11.05.2014 in using Government Payroll software Package	Complied		
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual Procurement plan has been prepared	Complied		
4.3	The annual internal audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow statement has been submitted to the Treasury Operations Department on due date	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
5	Audit Queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Not Complied	81 new audit queries have been received and 72 audit queries have been replied within a month . Observations for the Management Audit Report have been provided on due date.	Observation for most of the audit queries should be provided within 3- 7 days and the time specified by the Auditor General is not sufficient to obtain observation form the relevant institutions and to submit replies for the same.
6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the auditor General in terms of Financial Regulation 134(2) DMA/1-2019	Complied		
6.2	All the internal audit reports has been replied within one month	Not Complied	In the year 2023 , 184 audit reports have been submitted for the Divisional Secretariats and out of which, the replies for 39 audit queries of 9 Divisional Secretariats including the District Secretariat, have been delayed . Reason for this delay is	Making inquiries via telephone before the deadline for submitting replies for audit queries , submitting reminders, and maintaining a

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
			during this period the "Aswesome" census work was underway and the officers were employed for "Aswesome" duties.	continuous line of inquiries at the Divisional Audit Management Committee Meetings.
6.3	Copies of the all internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No.19 of 2018.	Complied		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3).	Complied		
7	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year a per the DMA Circular 1-2019	Complied		
8	Asset management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	paragraph 07 of the Asset Management Circular No. 01/2017			
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	The boards of survey was conducted and relevant reports submitted to the Auditor General on due date in terms of public Finance Circular No. 05/2016	Complied		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular.	Complied		
8.5	The disposal of Condemn articles had been carried out in terms of F.R. 772	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
9	Vehicle Management			
9.1	The Daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date.	Complied		
9.2	The condemned vehicles had been disposed within a period less than 06 months after condemning.	Complied		
9.3	Vehicle log books had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103,104,109 and 110 with regard to every vehicle accident	Complied		
9.5	The fuel consumption of vehicles has been retested in terms of the provisions of paragraph 3.1 of the Public Administration Circular No. 2016/30 of 29.12.2016	Complied		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease	Complied		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements have been prepared, got certified and	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	made ready for audit by the due date			
10.2	The dormant account that had existed in the year under review or since previous years settled	Complied		
10.3	Action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made , and had those balances been settled within one month	Complied		
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1) F.R. 94(1)	Complied		
12	Advance to Public Officers Account			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been made carried out on the loans in arrears	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
12.3	Loans balances in arrears for over one year had been settle 00	Not Complied	Distress Loan obtained by Grama Niladhari, Mr. Weerasinghe of Four Gravets Galle ,amounted to Rs. 108,248	It has been referred to the Department of Attorney General to take legal action
13	General Deposit Account			
13.1	The action had been taken as F.R. 571 in relation to disposal of lapsed deposits.	Complied		
13.2	The control register for general deposits had been updated and maintained	Complied		
14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to Treasury Operation Department	Complied		
14.2	The ad-hoc sub imprests issued as per F.R.371 settled within one month from the completion of the task	Complied		
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R.371	Complied		
14.4	Balance of the imprest account had been reconciled with the treasury books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	the regulations			
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		
15.3	Returns of arrears of revenue forwarded to the auditor General in terms of FR. 176	-		
16	Human Resource Management			
16.1	The staff had been maintained within the approved cadre	Not Complied	No appointment is made by the District Secretary and employs of the institutions are recruited by the respective Appointing Authorities. Excess of the staff is occurred due to making appointments by the Appointing Authorities exceeding the approved limit of the cadre. Relevant authorities have been informed in writing that the District Secretary cannot take responsibility in this connection.	I kindly inform that action has been taken to submit monthly reports regarding excess staff and existing vacancies to the Ministry of Public Administration and Home Affairs
16.2	All the members of the staff have been issued a duty list in writing	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
16.3	All the reports have been submitted to MSD in terms of their circular No. 04/2017 dated 20.09.2017.	Complied		
17	Provision of Information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right to Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by website or alternative measures and has it been facilitated to appreciate /allegation to public against the public authority by this website or alternative measures.	Complied		
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RIT.	Complied		
18	Implementation of citizens charter			
18.1	A citizens charter/Citizens client's charter has been formulated and implemented by the institution in terms of the circular number No. 05 /	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	2008 and 05 / 2008 (1) of Ministry of Public Administration and Management			
18.2	A methodology has been devised by the institution in order to monitor and assess the formulation and the implementation of Citizens Charter /Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of the Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing	Complied		

No	Applicable Requirement	Compliance Status(Complied/ Not Complied)	Brief Explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
	capacity building programmes and conducting skill development programmes as per paragraph No. 6.5 of the afore said circular			
20	Responses to Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified.	Complied		-
