

Contents

Message from the District Secretary	1
1 Corporate Profile / Summary of Implementation	2
1.1 Introduction	2
1.2 Vision , mission , objectives of the organization	3
1.3 Main Functions	4
1.4 Organization note	5
1.5 Departments under the Ministry / Main Divisions of the Department / Divisional Secretariats under the District Secretariat	6
1.6 Ministry / Department / Institutions under Provincial Council / Funds	8
1.7 Information on foreign aided projects	8
2 Progress and Outlook	9-13
3 Overall financial performance for the year ended December 31 , 2023	14
3.1 Financial Performance Statement	14
3.2 Statement of Financial Status	15
3.3 Statement of Cash Flow	16
3.4 Financial Statements	17-30
3.5 Revenue collection of performance	31
3.6 Allocated provision utilization performance	32
3.7 Provisions granted to District Secretariat as a representative of other ministries / departments, according to F. R. 208	32-36
3.8 Performance of Non-financial asset reporting	37
3.9 Report of the Auditor General	37
4 Performance indicators	38
4.1 Institutional Performance Indicators (Based on Action Plan)	38
5 Performance in achieving Sustainable Development Goals (SDGs)	39
5.1 Relevant Sustainable Development Objectives identified	39-43
5.2 Achievements and challenges in achieving the Sustainable Development Goals	43
6 Human resource profile	44
6.1 Management of number of employees	44
6.2 How the shortage or excess of human resources has affected the performance of the organization	44
6.3 Human Resource Development	44-52
7 Compliance report	52-57

Messege of District Secretary



I am very pleased to present the performance report for the year of 2023 by agglomerating the services provided to the people of Matara district in 2023 by the provisions given by the Government to the district for 2023 for providing efficient and productive service through empowering district administration.

In the face of natural and other calamities, the District Secretariat has provided leadership and coordination to use the allocations allocated to the Matara District by the Line Ministries, Departments and Other Institutions for the social and economic development of the people of the Matara District effectively and efficiently and completed the task successfully.

The coordination activities required to quickly re-empower the people by properly managing the flood situation that had to be faced were successfully carried out together with the Staff of District Secretariat, Staff of Divisional Secretariats and other Heads of Institutions.

It is planned to implement future developmet activities by by giving the priority to the facts like developing the Matara district as a tourist area, providing the necessary infrastructure for the upliftment of small and medium scale entrepreneurs, introducing new technology for agricultural activities and guiding the youth community for agricultural activities, introducing new crops, finding solutions to the environmental problems caused by human activities and climate change and environmental conservation, controlling the flood in the areas fed by the Ging and Nilwala rivers.

I would like to express my heartfelt compliments to all those who have contributed to the preparation of this performance report and also wouldlike to emphasize the importance of working together to create sustainable development in Matara District.

Ganesha Amarasinghe,
Distrcit Secretary / District Governor,
Matara.
2024.05.30

Ganesha Amarasinghe
District Secretary/Government Agent
Matara.

Annual Performance Report for the year 2023

District Secretariat - Matara

Expenditure Head No. 262

Chapter 01 - Corporate Profile / Summary of Implementation

1.1. Introduction

The Matara District Secretariat is the administrative center of the Nilwala River Valley . It consists of 16 Divisional Secretariats and is divided into 650 Grama Niladhari Divisions.

Situated on the border of the Southern Ocean with a glorious history, Matara District is a historical place made up of noble and courageous people. Matara District is declared as a fertile land area between Galle and Hambantota Districts of Rohana Purawara and bordering the Ratnapura District with an area of 1282.5 sq. Km or 128,250 hectares of World Heritage Sinharaja Land .

It can be considered as one of the leading industries based on the agro economy of the Matara District. The tea industry is one of them.

The population composition at the level of Divisional Secretariats of the district is as follows.

Divisional Secretariat	Land area in sq. Km.	population
1. Matara	53.9	124289
2. Weligama	44.0	78179
3. Kamburupitiya	60.9	43970
4. Hakmana	47.7	33966
5. Pasgoda	148.3	63494
6. Kotapola	175.5	67889
7. Malimbada	44.7	37409
8. Akuressa	148.8	56788
9. Dikwella	51.9	58677
10. Thihagoda	45.2	35991
11. Mulatiyana	115.3	53943
12. Devinuwara	39.9	51788
13. Welipitiya	64.3	55914
14. Kirinda	37.5	21778
15. Pitabeddara	141.6	54936
16. Athuraliya	63.0	34670
Collection	1282.5	873681

Source- Department of Census and Statistics

1.2. Vision, mission, objectives of the organization

Vision

To direct the district of Matara towards excellence through an efficient and effective service which brings satisfaction to the public.

Mission

To create a public friendly administrative mechanism and sustainable development in Matara district through strategic management of human, physical and financial resources in accordance with the Government policies.

Purposes

1. Maintaining an efficient and effective district administration system.
2. Ensuring efficient service delivery by the public sector in a manner that enhances public satisfaction.
3. Establishment of value systems in the public service such as beneficial attitudes, responsibilities, prudent use of resources, impartiality, transparency.
4. Implementing policies related to human resource management in the public sector.
5. Implementing programs in line with the policy on pensions of public officers.06.
6. Enhancing the development and the welfare of the people in the district by, organizing the programmes and projects in the district implemented by different ministries,departments, cooperations, boards and authorities ,investing financial and non financial resources and acting as the coordinator of programs.
7. Providing various economic, social and cultural needs of the people living in the district through District Secretariat and 16 Divisional Secretariats.
8. Acting as the Government Agent in the District and collecting and integrating accurate and specific information at the rural and regional levels to make the right decisions for the various Ministries, Departments and NGOs.
9. Collecting and accounting the revenue of different ministries and departments through District Secretariat and Divisional Secretariatsand remittances to the Treasury .
10. Providing immediate relief services and assistance to the people in the event of emergencies such as floods, hurricanes, droughts and floods and rehabilitating their living conditions .

1.3. Main Functions

1. Acting as the head of the District Security Committee to ensure the safety of the people living in the district.
2. Acting as the head of organizing cultural, religious and other state ceremonies in the district.
3. Implementing and supervising the development activities of the district by implementing the decentralized budget program and acting as the Secretary of the District Coordinating Committee.
4. Acting as the head for directing administration with the 16 Divisional Secretaries in the District and working to improve its efficiency.
5. Using modern information and communication technology to increase productivity and quality in administrative activities and to motivate the staff for it.
6. Acting as the Deputy Head of all Ministries and Departments in the District Coordinating the objectives and duties of the respective institutions.
7. Acting as the District Returning Officer on behalf of the Commissioner of Elections in all election activities such as Presidential, Parliamentary, Provincial Council and Local Government and to conduct fair and impartial elections.
8. Taking necessary action to develop the motivation and capabilities of the staff officers of the District Secretariat and the Divisional Secretariats.
9. Collection of revenue, accounting and remittance to the Treasury on behalf of the Revenue Accounts Officers of various Ministries and Departments and informing the relevant Revenue Accounts Officers.
10. Acting as the Government Agent in the event of extensive disasters such as floods, droughts, hurricanes, etc and organizing and implementing and directing and following up the disaster management activities for resettlement.
11. Development of asset management systems through supervision and direction of foreign aid projects and local fund projects.

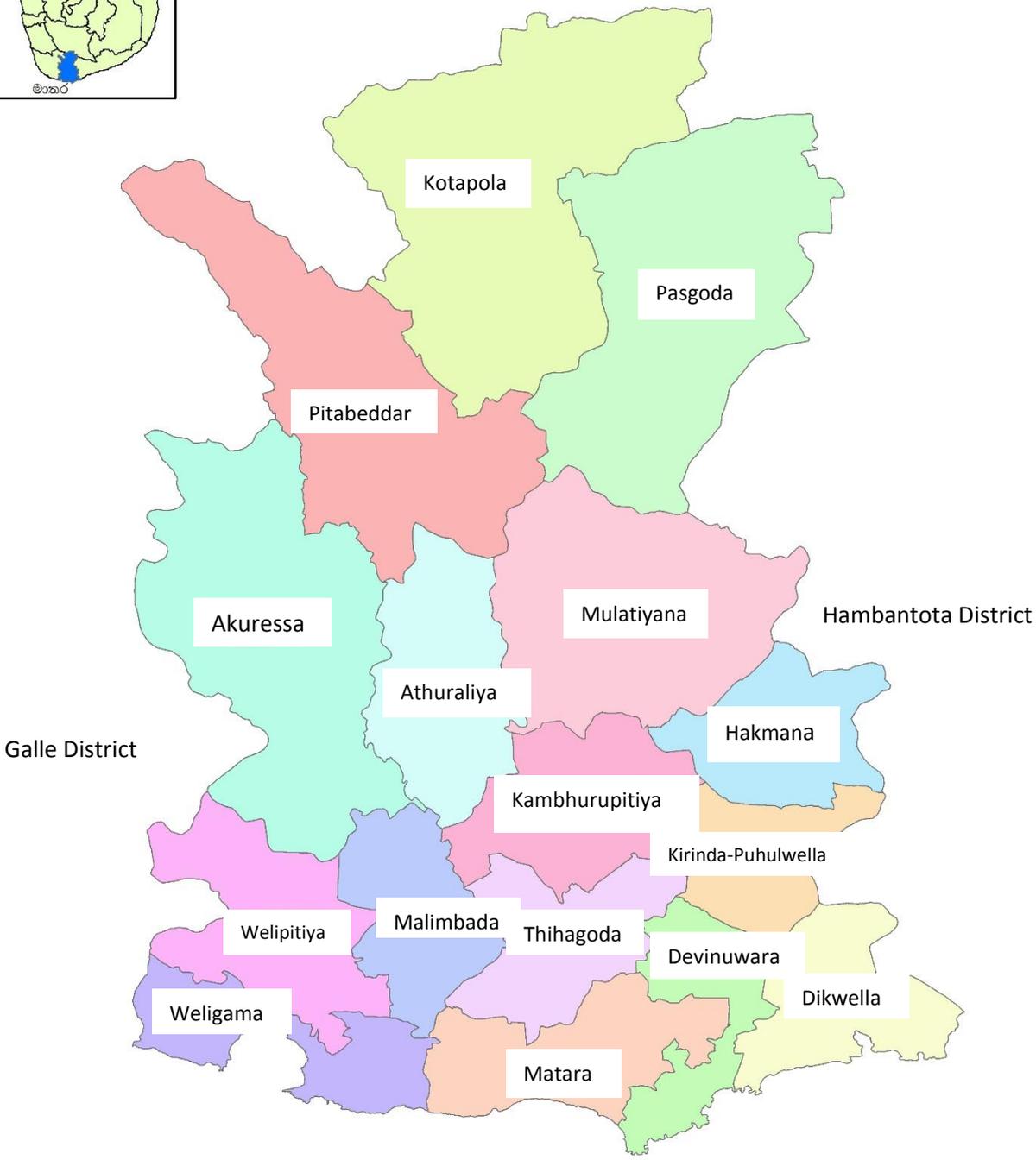
1.5. Departments under the Ministry / Main Divisions of the Department / Divisional Secretariats under the District Secretariat

1. Matara
2. Weligama
3. Kamburupitiya
4. Hakmana
5. Pasgoda
6. Kotapola
7. Malimbada
8. Akuressa
9. Dikwella
10. Thihagoda
11. Mulatiyana
12. Devinuwara
13. Welipitiya
14. KirindaPuhulwella
15. Pitabeddara
16. Athuraliya

Matara District

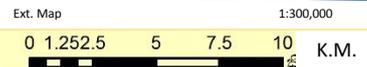


Rathnapura District



Prepared by: Statistical Branch, Matara

Source: Statistical branch, Matara



1.6. Institutions under the Ministry / Department / Provincial Council/funds

ReceivedNone .

1.7. Information on foreign aided projects

Not received.

CHAPTER 02 - Progress and Fore Sight

Achievements

Performance of the agriculture sector in the year of 2023

01. Providing training programs for Development Officers of Ministry of Agriculture and the State Ministry.

The following training programs could be provided in the year 2023 to increase the technical knowledge and skills of the development officers in the District Secretariat and 16 Divisional Secretariats under the Ministry of Agriculture and the State Ministry.

- Providing practical training related to animal nutrition and milk by-products production to all development officers (agriculture) of the district by Kekanadura Animal Husbandry Training Institute belonging to Department of Animal Production and Health.
- Providing mushroom cultivation, nursery management, bonsai art, fruit pruning training and cut flower cultivation training to a selected group of Development Officers (Agriculture) by the Thelijjwila Agriculture Training Center under the Southern Provincial Council.
- 05 selected Development Officers participated in three-day training program related to identifying suitable projects to be implemented in the Southern Province and preparing suitable projects at Management Development Training Institute, Wakwella, Galle under the Southern Province Ministry of Agriculture.
- Conducting an awareness program for the Development Officers on how to manage and monitor the mushroom project of 12 Divisional Secretariat Divisions that implemented the Project to improve food security by increasing mushroom production in Matara District - 2023

02. Implementation of Government Rice Purchase and Stock Disposal Program 2022/23.

With the aim of providing relief to the low income families who are suffering due to economic difficulties and providing a fair price to the farmers, the District Secretaries implemented the program of paddy bulk purchase and making rice by paddy bulk through small and medium scale ricemill owners / cooperative societies at the national level.

Accordingly, 06 small and medium scale ricemill owners belonging to 05 Divisional Secretary Divisions of Matara District were able to purchase 522,628 kilos of paddy from 180 farmers as surplus rice products in the 2022/23 Maha season of Matara District during March-April 2023 and 52.2628 million rupees could be paid to those farmers. 339,708.2 kilograms of rice produced by the above-mentioned mill owners and distributed to the intituled Divisional Secretary Divisions under the stock disposal program implemented in the month of May 2023 were able to contribute to the rice distribution program to low-income families. Accordingly, the work was successfully completed by making arrangements to pay 6.271495 million rupees to these mill owners for conversion of paddy bulks into rice and distribution it.

03.Implementation of projects under Food Security and Technology Programme.

Among the projects submitted to the Ministry of Agriculture under the Food Security and Technology Program, the project to improve food security by increasing the production of mushrooms in Matara district - 2023 has received 7.02808 million rupees as government allocation. Two training programs have been given for one activity of this project in association with 21 beneficiaries scattered in 12 Divisional Secretariat Divisions of Matara District. Also, arrangements have been made to popularize commercial mushroom cultivation in the district by providing 6.823385 million rupees to these beneficiaries for the construction of mushroom houses with the capacity to produce 3000 mushroom cultivation bags and preparation of mushroom cultivation bags.

04. Obtaining follow-up information on development projects implemented in previous years in Matara district and conducting progress review meeting

Gathered progress and and follow-up information of a project implemented in the Malambada Divisional Secretary's Division to popularize bee control and a project of Bee Control implemented in the Kotapola Divisional Secretary's Division in the year of 2021, as well as the projects of Plantation Cultivation under organic practice, introducing Scotch Bonnet cultivation for gardens implemented in Kotapola, Mulatiyana and Akurassa Divisional Secretary's Division and introduction of additional income to the youth community of Akurassa division through existing fruit cultivation in the year of 2022.

Conducting progress review meetings on the progress of the tasks carried out in the year 2023 with the participation of all development officers in the district.

05. Providing solutions to public complaints related to the agricultural sector.

Organizing special meetings for the problems arising for the subjects related to the Irrigation and Water Management, Natural Disaster, Development Projects in the level of Divisional Secretariat and Farmers' Organizations and necessary work has been done to solve the problems y organizing special meetings for the problems arising from the regional secretariats and farmers' organizations related to the subjects of irrigation and water management, natural disasters, development projects etc. and presenting solutions to the relevant institutions.

06.Able to held 12 District Agriculture Committees.

In the year 2023, by reviewing the performance goals and progress of all stakeholders in the agriculture sector, identifying the setbacks that have occurred and making suitable proposals for the promotion of the district's agriculture sector. Furthermore, solutions have been provided through a joint approach of relevant stakeholders for the problems of irrigation and canals presented by the farmers' organizations in the district as well as other agricultural problems caused by natural disasters.

07.Preparation of annual agricultural plan for Matara district.

Under the instructions of Ministry of Agriculture and the guidance of District Secretary, the agricultural plan prepared at the level of the agricultural development division level for the 2022/23 Maha and 2023 Yala season for the crop categories of paddy, additional crops, vegetables and fruits

was reviewed at the divisional level under the leadership of the Divisional Secretary and the agreed plans are prepared at the district level and after the review conducted by the District Secretary with the participation of all the relevant district officials, the district agricultural plan prepared after minor revisions has been given to the Ministry of Agriculture and according to those plans, the district will be guided and monitored in the implementation of the cultivation plan.

08. Collecting agricultural information and providing to relevant institutions.

Gathering information about the crop damage caused to the food crop sector in 2023 due to the adverse weather conditions that adversely affected the food crop production plan implemented by the Ministry of Agriculture and gather information the way to enter the local and foreign markets for spices and related value added products in Divisional Secretariat level and providing the information to the Ministry.

Performance of the Engineering sector in the year 2023

1. Meeting of District Price Committee and provide relevant reports.
2. Registration of suppliers.
3. Commencing second phase works of Pitabeddara Divisional Secretariat Building.
4. Completing the projects that were interrupted in a way of that can be used.
5. Carrying out constructions, estimate inspections and supervisions related to Development Secretariats and Samurdhi Development Department.
6. Renovation of District Secretariat Buildings.
7. Providing technical advice and support to other institutions in the district when needed

Future Targets

In the year 2024, by the agriculture sector,

01. The following project proposals have been submitted to the Ministry of Agriculture to increase food security in the district.

No	Project	Beneficiary Contribution Rs. Mil.	Government contribution Rs. Mil.	Total cost Rs. Mil.
01	Enhancing food security in the district by encouraging the rural community to grow commercial mushrooms	4.8794635	3.1183389	7.9978024
02	Increasing food security in Matara district through the expansion of pineapple cultivation on commercial level.	1.442216	1.5597496	3.0019565
03	Promote the production of food crops in Matara district by popularizing the cultivation of chillies	2.454	1.622971	4.076971
04	Increasing fruit production in Matara district through the promotion of Amban banana cultivation	3.6832675	0.932974	4.6162415
05	Development of livelihood of rural community through value added agricultural products.	0.495	0.5551494	1.501494
06	Enhancing food security through the promotion of crop cultivation in polytunnel	7.17144	6.191227	13.362667

02. Modernization of agriculture sector and establishment of knowledge centers program under the supervision of the Presidential Secretariat.

2024 and carrying out the following tasks related to the modernization of the agriculture sector operating under the supervision of the Presidential Secretariat and the establishment of knowledge centers.

- Providing proposals related to Matara district to prepare a national policy framework related to all agricultural sectors.
- Directing and supervising the work related to the establishment of modernization services in divisional agriculture sector and knowledge centers pilot project and other centers as per the road map

In the year 2024 by the Engineering Division

- I. Prepare estimates according to the allocations received and complete the assigned works related to the construction.
- II. Construction of Pitabeddara Divisional Secretariat Phase 11, Completion of construction before the scheduled date.
- III. Conducting the District Price Committee at the beginning of the year.
- IV. Providing necessary technical support to institutions such as Divisional Secretariat, Samurdhi Development Department etc.
- V. Provide technical and support advice to other institutions in the district as needed.



Ganesha Amarasinghe
District Secretary/Government Agent
Matara.

3.2. Statement of Financial Status

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	2,879,518,754	2,852,599,599
Financial Assets			
Advance Accounts	ACA-5/5(a)	247,474,148	261,583,798
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		3,126,992,902	3,114,183,397
Net Assets / Equity			
Net Worth to Treasury		48,194,551	(32,589,360)
Property, Plant & Equipment Reserve		2,879,518,754	2,852,599,599
Rent and Work Advance Reserve	ACA-5(b)		
Current Liabilities			
Deposits Accounts	ACA-4	199,279,597	294,173,158
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		3,126,992,902	3,114,183,397

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 1 to n36 and Annexures to accounts presented in pages from 37 to 75 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
 Name : Pradeep Yasarathna
 Designation : Secretary, Ministry
 of Public Administration Home
 Affairs Provincial Councils and
 Local Government
 Date : 30.02.2024


 Accounting Officer
 Name : Ganesha Amarasinghe
 Designation : District
 secretary- Matara (Acting)
 Date : 30.02.2024


 Chief Financial Officer/ Chief Accountant/
 Director (Finance)/ Commissioner (Finance)
 Name : P. S. A. Kumari
 Date : 29.02.2024

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

Ganesha Amarasinghe
 District Secretary / Government Agent
 Matara.

P. S. A. Kumari
 Accountant
 For District Secretary / Government Agent
 Matara



3.3. Statement of Cash Flow

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	262,749,679	284,680,150
Imprest Received	4,908,429,485	4,453,667,000
Recoveries from Advance	131,460,763	113,542,322
Deposit Received	338,092,730	368,319,003
Total Cash generated from Operations (A)	5,640,732,658	5,220,208,475
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	1,475,688,090	1,318,559,344
Subsidies & Transfer Payments	73,130,607	12,627,147
Expenditure incurred on behalf of Other Heads	3,487,681,423	2,969,643,887
Imprest Settlement to Treasury	-	62,732,000
Advance Payments	119,459,453	124,439,656
Deposit Payments	432,986,291	516,240,956
Total Cash disbursed for Operations (B)	5,588,945,864	5,004,242,990
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	51,786,794	215,965,485
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
<u>Less - Cash disbursed for:</u>		
Capital Expenditure	51,786,794	215,965,485
Total Cash disbursed for Investing Activities (E)	51,786,794	215,965,485
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	(51,786,794)	(215,965,485)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	(0)	-
<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)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

3.4. Financial Statements

ACA-2(ii)

Statement of Expenditure for the period ended 31st December 2023

Ministry / Department / District Secretariat : District Secretariat- Matara

Expenditure Head No : 262

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/Dep t. 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											
<u>Programme (1)</u>											
Prog./Proj./Sub proj./Object code/Item											
OBJECT CODE WISE CLASSIFICATION OF WAGES, SALARIES & OTHER EMPLOYMENT BENEFITS	5										
Personal Emoluments		1,404,500,000			1,404,500,000	1,289,548,068	8,288,835	1,297,836,903	106,663,097		
1001 Salaries & Wages		928,000,000			928,000,000	868,308,347		868,308,347	59,691,653	6.43	Offers are talking domestic and foreign leave as per the public administrat circular No 14/2022
1002 Overtime & Holiday Payments		32,100,000			32,100,000	26,354,528		26,354,528	5,745,472	17.90	6% absob of allocation in and control of the public expendutreas per budget circular 01/2023
1003 Other Allowances		444,400,000			444,400,000	394,885,193	8,288,835	403,174,028	41,225,972	9.28	6% absob of allocation in and control of the public expendutreas per budget circular 01/2023
OBJECT CODE WISE CLASSIFICATION OF OTHER GOODS & SERVICES	6	245,100,000			245,100,000	186,140,021		186,140,021	58,959,979		
Travelling Expenditure		22,700,000			22,700,000	21,313,518		21,313,518	1,386,482		

Statement of Expenditure for the period ended 31st December 2023

Ministry / Department / District Secretariat : District Secretariat- Matara

Expenditure Head No : 262

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 t. 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	
1101 Domestic		22,700,000			22,700,000	21,313,518		21,313,518	1,386,482	6.11	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023
1102 Foreign											
Total (a)		1,427,200,000			1,427,200,000	1,310,861,587	8,288,835	1,319,150,421	108,049,579		
1201 Stationery & Office Requisites		33,600,000			33,600,000	21,767,306		21,767,306	11,832,694	35.22	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023
1202 Fuel		39,800,000			39,800,000	27,003,076		27,003,076	12,796,924	32.15	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 262

Ministry / Department / District Secretariat : District Secretariat- Matara

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/Dep t. 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		
1203 Diets & Uniforms		850,000			850,000	328,000		328,000	522,000	61.41	6% absob of allocation in and control of the public expenditures per budget circular 01/2023	
1204 Medical Supplies												
1205 Other		74,250,000			74,250,000	49,098,382		49,098,382	25,151,619			
<u>Total (b)</u>												
<u>Maintenance Expenditure</u>												
1301 Vehicles		21,800,000			21,800,000	14,197,307		14,197,307	7,602,693	34.87	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023	
1302 Plant and machinery		4,500,000			4,500,000	3,271,258		3,271,258	1,228,742	27.31	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023	
1303 Building and Structures		14,250,000			14,250,000	10,121,287		10,121,287	4,128,713	28.97	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023	
<u>Total (c)</u>		<u>40,550,000</u>			<u>40,550,000</u>	<u>27,589,852</u>		<u>27,589,852</u>	<u>12,960,148</u>			
Services												
1401 Transport		300,000			300,000	80,350		80,350	219,650	73.22	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023	
1402 Postal & Communication		16,500,000			16,500,000	14,294,669		14,294,669	2,205,331	13.37	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023	

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 262

Ministry / Department / District Secretariat : District Secretariat- Matara

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)	Savings / Excess	Savings / Excess as a % of Revised Estimate	Reasons for the Variance
		(1)	(2)	(3) (+)/-	(4)=(1)+(2)+(3)	(5)	(6)	(8)=(4)-(7)	(9)=(8)/(4)* 100	
1403 Electricity & Water		25,000,000			25,000,000	20,709,227		4,290,773	17.16	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023
1404 Rents & Local Taxes		800,000			800,000	259,900		540,100	67.51	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023
1406 Interest Payment for Leased vehicles										
1408 Lease Rental for Vehicles Procured under Operational Lending										
1409 Other		65,000,000			65,000,000	52,794,123		12,205,877	18.78	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023
Total (d)		107,600,000			107,600,000	88,138,270		19,461,730		
Total Expenditure on Other Goods & Services (a+b+c+d)		1,649,600,000			1,649,600,000	1,475,688,090	8,288,835	165,623,076		

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 262 Ministry / Department / District Secretariat : District Secretariat- Matara

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/Dep I. 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												
1501 Welfare Programmes												
1502 Retirement Benefits												
1503 Public Institutions			63,733,000		63,733,000	60,860,599		60,860,599	2,872,401	4.51		
1504 Development Subsidies												
1505 Subscriptions and Contributions fees												
1506 Property Loan Interest to Public Servants		17,400,000			17,400,000	12,270,008		12,270,008	5,129,992	29.48	6% absob of the allocation and control of the public expenditure as per budget circular 01/2023	
1507 Grants to Provincial Councils												
1508 Other												
1509 - Public Institutions (Other Operational Expenditure)												
Total		17,400,000	63,733,000		81,133,000	73,130,607	-	73,130,607	8,002,393			
OBJECT CODE WISE CLASSIFICATION OF INTEREST PAYMENTS	8											
Interest Payments and Discounts												
1601 Interest Payment for Domestic Debt												
1602 Interest Payment for Foreign Debt												
1603 Discounts on Treasury Bills and Treasury Bonds												
Total												

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 262

Ministry / Department / District Secretariat : District Secretariat- Matara

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			
OBJECT CODE WISE CLASSIFICATION OF OTHER RECURRENT EXPENDITURE	9	(1)	(2)	(3) C/+	(4)=(1)+(2)+(3)	(5)	(6)	(7)=(5)+(6)	(8)=(4)-(7)	(9)=(8)/(4)*100		
Other Recurrent Expenditure												
1701 Losses & Write off												
1702 Contingency Services												
1703 Implementation of the Official Languages Policy												
Total												
Programme (I)												
Grand Total (Notes 5 to 9) Total Recurrent Expenditure												
<u>Capital Expenditure</u>	10											
Programme (I)												
OBJECT CODE WISE CLASSIFICATION OF PUBLIC INVESTMENT												
Rehabilitation & Improvements of Capital Assets												
2001 Buildings & Structures		31,000,000			31,000,000	27,265,685		27,265,685	3,734,315	12.05	Control of the public expenditure as per budget circular 01/2023	
2002 Plant, Machinery & Equipment		7,000,000			7,000,000	5,600,464		5,600,464	1,399,536	19.99	Control of the public expenditure as per budget circular 01/2023	
2003 Vehicles		15,000,000			15,000,000	8,656,843		8,656,843	6,343,157	42.29	Control of the public expenditure as per budget circular 01/2023	
Total (a)		53,000,000			53,000,000	41,522,992		41,522,992	11,477,008			

Statement of Expenditure for the period ended 31st December 2023

Ministry / Department / District Secretariat : District Secretariat- Matara

Expenditure Head No : 262

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	
Acquisition of Capital Assets	11										
2101 Vehicles		1,000,000			1,000,000	999,436		999,436	564	0.06	
2102 Furniture & Office Equipment		1,000,000			1,000,000	749,900		749,900	250,100	25.01	control of the public expenditure as per budget circular 01/2023
2103 Plant, Machinery & Equipment											
2104 Buildings & Structures		80,000,000			80,000,000	8,165,466		8,165,466	71,834,534	89.79	control of the public expenditure as per budget circular 01/2023
2105 Lands & Land Improvements											
2106 Software Development											
2108 Capital Payment for Leased Vehicles											
Total (b)		82,000,000			82,000,000	9,914,802		9,914,802	72,085,198		
Capital Transfers	12										
2201 Public Institutions											
2202 Development Assistance											
2203 Grants to Provincial Councils											
2204 Transfers Abroad											
2205 Capital Grants to Non-Public Institution											
Total (c)											
Acquisition of Financial Assets	13										
2301 Equity Contribution											
2302 On-Lending											
Total (d)											
Capacity Building	14										
2401 Staff Training		5,000,000			5,000,000	349,000		349,000	4,651,000	93.02	control of the public expenditure as per budget circular 01/2023
Total (e)		5,000,000			5,000,000	349,000		349,000	4,651,000		

Statement of Expenditure for the period ended 31st December 2023

Expenditure Head No : 262

Ministry / Department / District Secretariat : District Secretariat- Matara

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 t. 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	
Other Capital Expenditure	15										
2501 Restructuring											
2502 Investments											
2503 Contingency Services											
2504 Contribution to Provincial Councils											
2505 Procurement Preparedness											
2506 Infrastructure Development											
2507 Research and Development											
2509 Other											
Total (f)											
Programme (I)		140,000,000	-	-	140,000,000	51,786,794	-	51,786,794	88,213,206		
Total Expenditure on Public Investments (a+b+c+d+e+f)		1,807,000,000	63,733,000	-	1,870,733,000	1,600,605,492	8,288,835	1,608,894,326	261,838,674		
Grand Total (Notes 5 to 15) - Total Expenditure											

* Format should be amended including only he relevant votes.

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

Date : 02. 2024.

P. S. A. Kumari
Accountant
For District Secretary /Government Agent
Matara

Statement of Imprest Account for the year 2023

Ministry / Department / District Secretariat : District Secretariat- Matara
 Expenditure Head No. : 262

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 31st December 2023 as per Treasury 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 Sub Imprests)	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total	*5	
7002/0/309/23	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)	6
			4,908,429,485.00	481,960,319.99	5,390,389,804.99	5,390,389,804.99	-	5,390,389,804.99					

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-

No
 No
 No

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.


 Chief Financial Officer / Chief Accountant / Director (Finance) /
 Commissioner (Finance)
 Date: 02.2024

* This Balance should be shown in the Statement of Financial Performance

P. S. A. Kumari
 Accountant
 For District Secretary / Government Agent
 Matara

Statement of Deposit Accounts as at 31st December 2023

Expenditure Head No : 262 Ministry / Department / District Secretariat : District Secretariat- Matara

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	6000-0-001-0-069-0	7,585,817.08	619,330.00	6,809,339.08	1,395,808.00	1,395,808.00
Tender Deposits	6000-0-002-0-093-0	770,312.00	2,301,500.00	1,812,162.00	1,259,650.00	1,259,650.00
Corporation & Funds	6000-0-04-.....					
Institutions taken over by Government	6000-0-05-.....					
Funds	6000-0-06-.....					
Surplus Funds	6000-0-07-.....					
Depreciation Reserves	6000-0-08-.....					
Temporary Borrowings	6000-0-09-.....					
Grant (Foreign)	6000-0-10-.....					
Allocation Deposits	6000-0-11-.....					
Contingency Funds	6000-0-12-.....					
Deposits Temporary Retained Payable to Third Parties	6000-0-013-0-061-0	32,135,543.74	160,756,228.66	180,313,812.98	12,577,959.42	12,577,959.42
Revenue Transfer to Provincial Councils	6000-0-0-14-.....					
Retention Money for Construction	6000-0-0-016-0-044-0	44,007,700.51	11,002,998.30	26,174,797.20	28,835,901.61	28,835,901.61
Compensation	6000-0-0-017-0-023-0	209,673,784.36	163,412,673.40	217,876,179.57	155,210,278.19	155,210,278.19
Temporary Retention for Statutory Payments	6000-0-0-18-.....					
Grant (Domestic)- Corporative Social Responsibility	6000-0-0-19-.....					
Funds Received for Reimbursement of Expenditure	6000-0-0-20-.....					
		294,173,157.69	338,092,730.36	432,986,290.83	199,279,597.22	199,279,597.22

* Format should be amended including only the relevant Deposit numbers

Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date 19.02.2024
P. S. A. Kumari
Accountant
For District Secretary / Government Agent
Matara

Statement of Advance Accounts as at 31st December 2023

Expenditure Head No : 262

Ministry / Department / District Secretariat : District Secretariat- Matara

Name of Advance Account	Advance Account Number	Balance as at 1st January 2023 (1)	Maximum Limits of Expenditure Rs 80,000,000.00		Minimum Limits of Receipts Rs 60,000,000.00		Maximum Limits of Debit Balance Rs.....	Maximum Limits of Liabilities Rs.....	Balance as per Treasury Books as at 31st December 2023
			Debits during the year (2)		Credits during the year (3)				
			In Cash	Through Cross Entries	In Cash	Through Cross Entries			
(1) Advance to Public Officers	26201	261,583,798.10	65,722,798.40	13,955,859.80	80,290,455.26	13,497,852.70	247,474,148.34	-	247,474,148.34
(2) Other Advances									
(3) Miscellaneous Advances									

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

Date 19.02.2024

P. S. A. KATHIRAJI
 Accountant
 For District Secretary / Government Agent
 Matara



Cumulative Non Financial Asset Accounts Report- Central Govt-2023



Land-9153: 770,807,150.00 Table: SA 82

Building- 9151: 1,474,731,878.25 Year: 2023

Machinery-9152: 598,995,415.16 Rpt Date 2/13/2024 11:02:19 AM

WIP-9160: 34,984,310.43 Head 262

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	123,186,163.60	0.00	0.00	0.00	0.00	123,186,163.60
		Garages	****6111102	5,858,174.41	0.00	0.00	0.00	0.00	5,858,174.41
		Quarters	****6111107	117,327,989.19	0.00	0.00	0.00	0.00	117,327,989.19
9151	1.2-Non Residential Building		61112	1,150,139,322.48	317,385,042.17	0.00	0.00	115,978,650.00	1,351,545,714.6
		Office Building	****6111201	1,150,139,322.48	317,385,042.17	0.00	0.00	115,978,650.00	1,351,545,714.6
9160	1.4-WIP-Building & Structure		61114	248,959,288.60	0.00	0.00	34,914.00	214,009,892.17	34,984,310.43
		Office Building	****611148	248,959,288.60	0.00	0.00	34,914.00	214,009,892.17	34,984,310.43
9152	2.1-Transport Equipment		61121	241,532,635.00	0.00	0.00	0.00	0.00	241,532,635.00
		Passenger vehicle	****6112101	221,750,576.00	0.00	0.00	0.00	0.00	221,750,576.00
		Agricultural vehicle	****6112103	16,523,729.00	0.00	0.00	0.00	0.00	16,523,729.00
		Ships	****6112106	3,144,000.00	0.00	0.00	0.00	0.00	3,144,000.00
		Motor cycle	****6112109	114,330.00	0.00	0.00	0.00	0.00	114,330.00
9152	2.2-Other Machinery & Equipment		61122	339,857,591.14	24,397,317.78	0.00	1,749,336.00	8,541,464.76	357,462,780.16
		Office Equipment	****6112201	28,199,594.02	1,290,376.50	0.00	148,800.00	537,561.50	29,101,209.02
		Computer Equipment	****6112202	130,337,611.51	8,483,274.15	0.00	1,126,000.00	3,412,558.07	136,534,327.59
		Electrical Equipment	****6112203	40,029,648.16	3,372,527.67	0.00	393,900.00	1,174,640.00	42,621,435.83
		Communication Equipment	****6112204	13,356,132.51	2,200,504.45	0.00	0.00	287,430.00	15,269,206.96
		Furniture	****6112205	127,231,050.94	8,336,280.01	0.00	80,636.00	3,120,575.19	132,527,391.76
		Sports equipment	****6112208	100,150.00	494,850.00	0.00	0.00	600.00	594,400.00
		Defence Equipment	****6112215	20,000.00	0.00	0.00	0.00	0.00	20,000.00
		Agricultural & Dairy Farm Equipment	****6112216	373,001.00	219,505.00	0.00	0.00	8,100.00	584,406.00
		Fire Protection Equipment	****6112217	210,403.00	0.00	0.00	0.00	0.00	210,403.00
9153	4.1-Land		61410	268,256,750.00	13,752,000.00	0.00	0.00	0.00	282,008,750.00
		Land	****614100	268,256,750.00	13,752,000.00	0.00	0.00	0.00	282,008,750.00
9153	4.1-Urban or Built-Up Land		61411	488,798,400.00	0.00	0.00	0.00	0.00	488,798,400.00
		Commercial	****6141101	488,798,400.00	0.00	0.00	0.00	0.00	488,798,400.00

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	and Services	
	REMARKS This is a computer-generated document. No signature is required. -	

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	3,487,681,423	
Debits made to Advance "B" Account on behalf of Other Entities	39,872,325	
Credits made to Advance "B" Account by Other Entities	12,700,778	3,540,254,526
Less:		
Revenue Collected by Reporting Entity on behalf of Other Entities	262,749,679	
Expenditure incurred by Other Entities on behalf of Reporting Entity	8,288,835	
Credits made to Advance "B" Account on behalf of Other Entities	50,373,234	
Debits made to Advance "B" Account by Other Entities	91,530	321,503,278
Imprest Adjustment Balance as at 31st December 2023		3,218,751,248

* Any Items can be added in addition to the above mentioned items if applicable.



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

Commissioner (Finance)

P. S. A. Kumari
 Accountant

Date 10.02.2024

For District Secretary / Government Agent
 Matara

3.5. Revenue collection performance

Rs. ,000

Income Code	Description of Income Code	Income estimate		Cumulative Income	
		Initial estimate	Final estimate	Quantity (Rs.)	As % of final revenue estimate
1002.07.00	Stamp duty	-	-	22	-
1003.07.02	Registration fees applicable to Registrar General's Department	-	40,000	32,326	81
1003.07.03	Private timber transport	-	-	871	-
1003.07.04	Tax on car sales	-	-	3	-
1003.07.05	License fees applicable to Ministry of Public Defence	-	405	542	134
1003.07.09	Carbon tax	-	-	-	-
1003.07.99	License - Other	-	6,550	7,287	111
2002.01.01	Rent on Government Buildings	-	1,200	2,139	178
2002.01.99	Other rents	-	50	29	58
2002.02.99	Interest - Other	-	11,010	14,590	133
2003.02.13	Examination and other fees	-	-	20	-
2003.02.14	Tolls and other receipts levied under the Motor Transport Act	-	-	56,967	-
2003.02.03	Fees under Registration of Persons Act (No. 32 of 1968)	-	-	21,092	-
2003.02.99	Sales and Charges - Miscellaneous Receipts	-	700	1,568	224
2003.04.00	Basic payment related to motorcycles provided to Government Officers	-	-	-	-
2003.99.00	Sales and Fees - Other Receipts	-	11,334	40,080	354
2003.07.00	Government Paddy Purchase Programme	-	-	-	-
2004.01.00	Social Security Contributions -Central Govt	-	-	85,213	-
2006.02.00	Sale of Capital Assets	-	-	-	-

3.6. Allocated provision utilization performance

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Type of provision	Allocated provisions		Actual cost	Allocation used, as % of final allocation amount completed
	Original provision	Final provision		
Recurrent	1,667,000	1,730,733	1,557,108	89.96%
Capital	140,000	140,000	51,787	36.99%

3.7. Provisions granted to District Secretariat as a representative of other ministries / departments, according to F. R. 208

Rs. ,000

No	Provisions granted Ministry / Department	Purpose of provision	Final Provision Rs.	Actual Cost Rs.	Allocation used, as % of final allocation amount completed
1	Presidential Secretariat	Programs related to establishing Janasabha system	3,376	1,543	45.70
		Providing relief to severe food insecure household units			
2	Human Rights Commission of Sri Lanka	Recurrent Expenses	1,029	1,037	100.78
3	Ministry of Buddhasasana, Religious and Cultural Affairs	Recurrent Expenses	8,682	1,878	21.63
		Development of Rural Buddhist Temples			
		Purchase of equipment for cultural centers			
4	The Ministry of Finance, Economic Stabilization and National Policies	Scrutiny of appeals and objections in the scheme of payment of Aswasuma welfare benefits	3,137	2,650	84.48
		Recurrent Expenses			

5	Ministry of Defence	Providing compensation for house damages	112,633	85,496	75.91
		Resettlement			
		Improvement of secure centers			
		Disaster coordination			
6	Ministry of Justice	Recurrent Expenses	22,605	17,702	78.31
		Helding mediation board			
		Formation and restructuring of symbiotic societies			
		Sinhala and Tamil language communication training course			
		Program implemented by the Office for National Unity and Reconciliation			
7	Ministry of Health	Recurrent Expenses	10,366	10,312	99.48
		Food and Nutrition Program			
8	Ministry of Highways	Administrative cost for land acquisition of road widening	40	24	60
9	Ministry of Agriculture	Recurrent Expenses	197,833	194,933	98.53
		Goat rearing project for low income holders			
		Mushroom Cultivation Program under Food Security and Technology Programme			
10	Ministry of Tourism and Lands	Recurrent Expenses	817,345	750,043	91.77
		Land Acquisition			
11	Ministry of Education	Recurrent Expenses	12,115	11,212	92.55
		Piriven Buildings and Construction			
12	Ministry of Public Service, Provincail Councils and Local Government	Recurrent Expenses	610,354	591,674	96.94
		Repair and construction of circuit bungalow			
		Hold open dialogues on importance of national languages and modern languages			
13	State Ministry of Coconut, Kithul and Palmyrah Cultivation Promotion and Related Industrial Product Manufacturing	Weligama coconut leaf wilt and rot control program	23,024	19,323	83.93

	&Export Diversification				
14	Ministry of Environment	Recurrent Expenses Setting up plant nurseries under the Environment Conservation Programme	10,112	9,959	98.49
15	Ministry of Women, Child Affairs and Social Empowerment	Recurrent Expenses Allowances for persons above 100 years of age For low income earners above 70 years of age For people with disabilities For low income kidney patients Program to provide nutritional allowance for pregnant mothers Providing support for children at serious risk Guru Abhimani Programme Providing breakfast for preschool children	1,263,34 9	1,090,12 3	86.29
16	Ministry of Investment Promotion	Recurrent Expenses Small and Medium Enterprises	13,690	13,425	98.06
17	Ministry of Public Security	Recurrent Expenses Non-governemnt Organizations	4,701	4,564	97.09
18	Ministry of Labour and Foreign Employment	Recurrent Expenses Training Programmes National Productivity Programme	2,389	2,249	94.14
19	Ministry of Youth and Sports	Recurrent Expenses Training Programmes	8,824	5,828	66.05
20	Ministry of irrigation	NilwalaEliya Development Projects	51,253	45,841	89.44
21	Department of Buddhist Affairs	Recurrent Expenses Ordination Programme Cremation ceremony	36,999	34,544	93.36

		Expenses of PiyadasaRathnayakaSilmatha Training Institute			
		Allowance for DhammaTeacher			
22	Department of Muslim Religious and Cultural Affairs	Recurrent Expenses	99	69	69.70
23	Department of Christian Religious Affairs	Construction of buildings	5,000	5,000	100
24	Department of Cultural Affairs	Recurrent Expenses	4,002	3,906	97.6
		Needy Artist Assistance Program			
		DolosmahePahanaprogramme			
		Literary festival			
25	Department of Government Information	Recurrent Expenses	163	126	77.3
26	Department of Social Services	Recurrent Expenses	20,131	19,715	97.93
		National Program on Community Based Rehabilitation			
		Community Drug Prevention Program			
		Census of Urban Beggars			
27	Department of Probation and Child Care Services	Recurrent Expenses	3,860	3,797	98.37
		Conducting Regional Working Committees on Child Rights			
		KepakaruDeguru Sponsorship Programme			
28	Department of Sports Development	Recurrent Expenses	6,139	959	15.62
		Independent bike ride			
		Sport Trainers' Capacity Development Programme			
29	Department of Immigration and Emigration	Recurrent Expenses	70	67	95.71
30	Department of Registration of Persons	Recurrent Expenses	21,438	21,154	98.68
31	Department of Census and Statistics	Recurrent Expenses	7,848	5,449	69.43
		Rice yield estimation survey			
		Population and Housing Census 2024			

32	Department of Pensions	Recurrent Expenses	7,309	7,244	99.11
		Civil Pensions			
		Widow and Orphan Pensions			
33	Register General's Department	Purchasing computers and equipments	2,550	2,503	98.16
34	Department of Wildlife Conservation	Payment of death compensation	1,000	1,000	100
35	Land Commissioner General's Department	Recurrent Expenses	286	365	127.62
36	Department of Export Agriculture	Renovation of Mapalana Central Plant Nursery Centre	1,105	990	89.59
37	Department of Textile Industry	Recurrent Expenses	174	174	100
38	Department of MotorTraffic	Recurrent Expenses	17,398	1,372	7.89
		Buildings and constructions			
39	Department of Community Based Corrections	Recurrent Expenses	512	391	76.37
40	Land Use Policy Planning Department	Recurrent Expenses	1,536	1,504	97.92
		Land Use Programmes			
41	Department of Manpower and Employment	Recurrent Expenses	2,345	2,259	96.33
		Employment of disabled persons			
		Career Guidance Awareness Programme			
		District Job Fair			
		Programs with formal or informal vocational skills			
Capacity Development Training Programme					
42	Pulti-Purpose Developmet Task Force	Recurrent Expenses	556,229	515,258	92.63

3.8. Performance of Non-financial asset reporting

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Assets Code	Code Description	Balance as per goods survey report as on 31.12.2023	Balance as per Financial Status Report for 31.12.2023	To be accounted for in the future	Reporting progress as%
9151	Buildings and structurals	1,474,732	1,474,732	-	-
9152	Machinery	598,995	598,995	-	-
9153	Lands	770,807	770,807	-	-
9154	Intangible assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	work in progress	34,984	34,984	-	-
9180	Leased assets	-	-	-	-

3.9. Report of the Auditor General

Attached herewith

Chapter 04 - Performance indicators

4.1. Institutional Performance Indicators (Based on Action Plan)

Specific indicators	Actual output as a percentage (%) of expected output		
	100%-90%	75%-89%	50%-74%
Capital allocation utility Performance index	-	-	36.99%
Recurrent provision utilization performance index	89.96%	-	-

Chapter 05 -Performance in Achieving Sustainable Development Goals (SDG).

5.1. Identified Relevant Sustainable Development Goals

Planning Section

Objective	Target	Methodology / Achievent Index	Achievements progress so far		
			0%-49%	50%-74%	75%-100%
Ending all forms of poverty in all beings	Reduce the number of people living in poverty in Matara district by half in 2030.	Implementation of milk powder distribution program under providing relief to acute food insecure household units / number of beneficiaries	√		
		Relief program for acutely insecure families under World Food Programme/ number of beneficiaries			√
		Implementation of Goat Breeding Project at Divisional Secretariat Division Level / Goat distributed beneficiaries			√
		Empowerment of GramaNiladhari Divisions as Centers for Rural Economic Revival Committee/ Number of Homegardens established			√
End hunger and promote food security and good nutrition End hunger and achieve food security and good nutrition and promote sustainable agriculture	Reducing the level of hunger in Matara District by 2030 and ensuring that the people of Matara District, who are at risk of poverty, including infants, can get safe, nutritious and sufficient food throughout the year.	Maintaining nutritional status of low-income pregnant mothers with nutritional needs until delivery / Number of mothers benefiting			√
		Empowerment of economically and socially marginalized families / Number of families empowered			√
		Increasing the nutritional level of low-income children with nutritional needs / number of children			√

		Implementation of Goat Breeding Project at Divisional Secretariat Divisional Levels / Beneficiaries distributed goats			√
		Production of industrial or agricultural export products / Number of projects produced			
		Empowerment of GramaNiladhari Divisions as Centers for Rural Economic Revivals / Number of gardens established		√	
Ensuring healthy lives and promoting the well-being of all at all ages	Increase the welfare of the people of Matara district	Conduct of Mobile Health Clinics / Number of Clinics Conducted		√	
		Implementation of Dengue Control Campaigns / Number of programs conducted			√
Ensuring comprehensive, equitable, quality education and lifelong learning opportunities for all	By 2030, ensure that all girls and boys have access to pre-primary education, thereby ensuring that they are ready for primary education.	Schooling children who do not go to school / Children who are schooling		√	
Sustained holistic and sustainable economic growth for all, full productive and decent jobs	Economic growth of the people of Matara district, increased job opportunities	Implementation of Goat Breeding Project at Divisional Secretariat Level / Goats acquirybeneficieris			√
		Creating small or medium scale entrepreneurs. / Number of Entrepreneurs Created			√
		Implementation of projects under the Saubhagya Production Village Program / Number of new and improved projects	√		
Protecting, restoring terrestrial ecosystems, managing forests in a sustainable manner, preventing desertification,	Reducing the impact of climate change by increasing environmental conservation in Matara district	Carrying out cultivation projects that contribute to environmental conservation. (including urban forestry) / No. of projects undertaken			√

halting biodiversity loss					
Strengthening Implementation Mechanisms and Revitalizing Global Cooperation for Sustainable Development	Strengthening good coordination between government and non-government agencies in Matara district	Conduct of District Coordinating Committees / Number of Committees held			√
		Helding of Agriculture Coordinating Committee Meetings / No. of Committees held			
Promoting peaceful and inclusive societies for sustainable development and establishing equitable access and inclusive institutions at all levels	Increasing the procedures to eliminate drugs among the people of Matara district	Rehabilitate drug addicts and socialize them/ Socialized people		√	
		Liberating and socializing families who sell illegal drugs. / Number of families saved			√

Sports Section

Purpose	Target	Process/Success Indicators	Progress on achievements so far		
			0% - 49%	50% - 74%	75% - 100%
Implementation of an integrated program for the development of sports	Sportspersons of various age groups engaged in present-day sports with coaches and recognized talent at rural and regional levels.	Update Sports Associations / Athletes Winning by Sports Club Competitions		√	
Updating the knowledge of coaches	Developing the knowledge of volunteer coaches and regular coaches	By lectures and practical activities / by written and oral tests			√
To endow the country with talented athletes who bring pride to the country and to produce healthy citizens.	Taking athletes to national and international level	Activating the training centers and conducting training for more athletes and directing the identified athletes to the training centers. / Through regional level, district level, provincial level and national level talent		√	

Increasing physical resources and infrastructure facilities of training centers	Developing sportsmanship	Use of high-tech stadiums and arenas Eg - Kotwila Stadium Shakti Vardhana Hall Indoor sports hall swimming pool hostel/ through talent analysis		√	
Directing athletes for national and international achievements	Taking sportspersons to national and international level in Matara district	Conducting competitions and taking talented sportspersons from the regional level to the district, provincial, national, level / holding sports training sessions		√	
Creating fit and healthy generation	Athletes and working people in Matara district	Conducting physical fitness and yoga programs / healthiness			√
Directing the idle time to be spent productively	Establishing sports clubs in every village of Matara district	Establishment of sports clubs in every village / measurement of performance			√

Engineer Branch

Object	Target	Methodology / Victory Indicator	Achievements progress so far		
			0% - 49%	50% - 74%	75% - 100%
Build strong infrastructure facilities, promote perfect and sustainable industrialization and encourage innovation.	Upgrading infrastructure facilities in Matara district.	01. (i) Construction of New Divisional Secretariat Building in Pitabeddara (Phase 1)	√		
		(ii) Construction of New Divisional Secretariat Building in Pitabeddara (Phase 2)			
		02. Construction of First Floor of Malimbada Samurdhi Community Base Bank			√
		03. Construction of the building of Shrine of Our Lady of Matara			√
		04. Construction of Pitabeddara Early Childhood Development Center.			√

		05. Construction of Akuressa Early Childhood Development Center			√
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Environment Division

Object	Target	Methodology / Victory Indicator	Achievements progress so far		
			0% - 49%	50% - 74%	75% - 100%
15 Object - Protect terrestrial ecosystems, restore, Managing forests in a sustainable manner, prevent desertification, halt biodiversity loss.	Complete removal and conservation of invasive plants along selected stream banks in Matara district Kirala forest as pilot programs.	Complete removal of invasive plants in the selected area using human labor and minimal equipment and maintenance and conservation of the wetland area.	√		

5.2. Achievements and Challenges in completing Sustainable Development Goals

Achievements

- ❖ Increase the economic growth and job opportunities of the people by conducting various programs (eg Mathota Beach Fair) to encourage the small scale and medium scale entrepreneurs in Matara district.

Challenges

- ❖ Limitation of the allocations received for the district in the year.
- ❖ People of Matara district facing flood disaster situations.
- ❖ Development activities are facing limitations due to the increase in commodity prices, in the economic recessions caused by the Corona epidemic.

Chapter 06 -Human Resource Profile

6.1.Workforce Management

	Approved Work Force	Excisted Work Force	Vacancies /(Surplus)
Senoir	56	53	3
Teriary	38	32	6
Secondary	1480	1749	(269)
Primary	159	152	7

6.2.How has the lack or excess of human resources affected the performance of the organization?

No effect.

6.3. Human resource development

No	Programme Name	Number of employees trained	Duration	Total Investment		Nature of the programme (Local / Foreign)	Product / Knowledge
				Local	Foreign		
KirindaPuhulwella	Training program related to SWOT analysis and home productivity	47	04 Hours	Conducted by the Divisional Secretariat.		Local	Knowledge related to Strategic Management
	Psychological counseling program	91	02 Hours	Conducted by the Divisional Secretariat.		Local	Stress management of office workers
	Attitude and Leadership Skills Development Residential Training Course for Government Officers	26	02 days	Conducted by the National Center of Leadership Development.		Local	Development of Attitudes and Leadership Skills of Government Officers
KirindaPuhulwella	Training program on Electronic Business Registration	02	04 Hours	Conducted by Management Development Training Institute Wakwella (Southern Province).		Local	Knowledge of Electronic Business Name System

Project Management Training Program	01	04 Hours	Conducted by Management Development Training Institute Wakwella (Southern Province).	Local	Knowledge of project management
Training program on process development	02	08 Hours	Conducted by National Productivity Secretariat	Local	Knowledge of how to improve processes in organizations
Formulating Medium Scale Entrepreneurs with Productivity Concept	02	06 Hours	Conducted by National Productivity Secretariat	Local	Knowledge of how medium scale industries should be structured according to profitability concepts
Tamil language training course conducted by the official language department	34	150 Hours	Conducted by Official Language Department	Local	Knowledge of writing and speaking Tamil
Training Workshop for Exemption Grade I Efficiency Bar Examination of Grade I Officers of Management Service	05	80 Hours	Conducted by District Secretariat	Local	Knowledge of Office Management, Public Financial Management, discipline, procurement procedural rules
Tamil language training course conducted by the official language department	02	100 Hours	Conducted by Official Language Department	Local	Knowledge of writing and speaking Tamil
Training program on preparation of development plans	04	07 Hours	Conducted by Ministry of Foreign Employment	Local	Knowledge related to preparation of development plans
New trends in the business world	02	02 Hours	Conducted by Ministry of Sports and Youth Affairs	Local	Identifying new trends and ararw entrepreneurs

Financial Literacy Training programme	02	08 Hours	Conducted by Ministry of Sports and Youth Affairs	Local	Knowledge related to selection of bank loans, methods of saving money, keeping bank accounts, identifying alternative investments.
Development of presentation skills	02	08 Hours	Conducted by Ministry of Sports and Youth Affairs	Local	Knowledge related to managing presentation skills.
Practical training on Photoshop	02	08 Hours	Conducted by Ministry of Sports and Youth Affairs	Local	Knowledge on basic HOTO EDIT
Training programme on new tax method	02	04 Hours	Conducted by Ministry of Sports and Youth Affairs	Local	Knowledge of tax and needed documents
One day training programme conducted for Samatha Officers at Divisional Secretariat, Matara	01	6 ½ Hours	Conducted by Ministry of Justice	Local	Practical and theoretical knowledge related to educating the community about tranquility
Training of Trainers Workshop about School Tranquility	01	35 Hours	Conducted by Ministry of Justice	Local	Practical and theoretical knowledge on school tranquility and conflict resolution for school children
MOBILE PHOTOGRAPHY Training programme on photography	34	05 Hours	Conducte by Divisional Secretariat	Local	Training of photography by mobile phones
Training programme on School Tranquility	01	03 ½ Hours	Conducted by Ministry of Justice	Local	Practical experiences and knowledge about school tranquility

Capacity Development Training Program of Enterprise Development Officers on Productivity Concepts and Company Law	01	18 Hours	Conducted by the Ministry of Investment Promotion.	Local	Knowledge of Productivity concepts and company law
“Thala” entertainment training programme	110	03 Hours	Conducte by Divisional Secretariat	Local	Stress management of officers
2024 Population and Housing Census training program conducted for circle incharge officers	03	18 Hours	Conducted by Department of Population and Statistics.	Local	Basic knowledge required for successful census work
2024 Census Regional Supervisor Training	01	24 Hours	Conducted by Department of Population and Statistics.	Local	Basic knowledge required for successful census work
Training programme about Aluminium Technology	03	08 Hours	Matara District Technical Officers’ Society (Alucase PLC)	Local	Training programme on aluminium technology
The training program conducted at the district and divisional secretariat level regarding personal files and institutional affairs	01	07 Hours	Conducted by Samurdhi Development Department	Local	Knowledge on personal files and institutional affairs
150 hours Tamil langusge training course	01	150 Hours	Conducted by Official Language Department	Local	Knowledge of writing and speaking Tamil
Analysis of the local market for livelihood projects implemented for low-income and vulnerable families	01	24 Hours	Conducted by Samurdhi Development Department	Local	Knowledge of local market analysis for livelihood projects implemented for low-income and vulnerable families
HNDIPCCA training programme	01	224 Hours	Conducted by Sri Lanka Institute of Development Administration	Local	Knowledge related to procurement contract administration

Capacity Development Training Programme	01	216 Hours	Conducted by Sri Lanka Institute of Development Administration	Local	Knowledge related to leadership, motivation
Yoga practice program	30	42 Hours	Conducted by Divisional Secretariat	Local	Training in yoga practice
Module related to Government Vehicles	01	06 Hours	Conducted by Comptroller General's Department	Local	Module related to Government Vehicles
APIT, Awareness program related to Advance Personal Income Tax	01	05 Hours	-	Local	APIT, related of charging Advance Personal Income Tax
Awareness program regarding Erl2 new system of issuing Vehicle Revenue Permits	01	07 Hours	-	Local	Regarding Erl 2 new system of issuing Vehicle Revenue Permits
Digital Story Telling training programme	01	24 Hours	-	Local	Digital Story Telling
Training for alcohol and drug prevention, community-based drug prevention and school programs	01	16 Hours	Conducted by Ministry of Justice	Local	Alcohol and drug prevention, community-based drug prevention and awareness programmes for school children.
Attitude Development Training Programme	02	24 Hours	-	Local	About Attitude Development
Personality Development Training Program	02	18 Hours	-	Local	About Personality Development
Training programme on mindfulness	02	18 Hours	-	Local	About mindfulness
Training programme related to financial literacy	04	06 Hours	Conducted by Central Bank	Local	About financial literacy
Training program to reduce public complaints	01	08 Hours		Local	About reducing public complaints

	Awareness creation among officials of the public sector on the national evaluation policy implementation framework (NEPIF) 2 days , non residential programme	02	16 Hours	Project Management Supervision Department	Local	Make aware the government officials on National Evaluation Policy Implementation Framework
	The training program to awarering Dhamma school teachers to conduct the Dhamma school final grade examination online.	02	08 Hours	-	Local	Aware Dhamma School teachers to conduct the Dhamma school final grade examination online.
Kirinda Puhulwella	Child Protection Capacity Development Program conducted by the National Child Protection Authority	01	08 Hours	Conducted by National Child Protection Authority	Local	Introduce National Policy of Child Protection
	Capacity development program for provision of consultancy services	02	24 Hours	-	Local	Identify the clients in need of counselling / provide service to them/ awareness.
	Training Program related to Widow Orphan Pension Scheme, Registration, Reimbursement and Registration of Contribution System under Public Administration Circular 14/2022	03	04 Hours	Conducted by Department of Pensions	Local	About Widow Orphan Pension Scheme, Registration, Reimbursement and Registration of Contribution System under Public Administration Circular 14/2022
	FREEDOM OF RELIGION OR BELIEF	01	16 Hours	Conducted by Ministry of Cultural Affairs.	Local	On equality among nations and development of leadership qualities

	Online Training Program on Military Pension Payment	03	04 Hours	Conducted by Department of Pensions	Local	About Military Pension Payment
	Issuance of life certificates for the year 2023 - Special online training program to make aware officials in Divisional Secretariates	03	04 Hours	Conducted by Department of Pensions	Local	About issuance of life certificates for the year 2023
	Office Management Training Programme	01	32 Hours	Conducted by Sri Lanka Institute of Development Administration	Local	Knowledge related to Office Management
	Land Valuation Training Programme	01	08 Hours	Southern Province Land Commissioner Department - Wakwella	Local	About land valuation
Kirinda Puhulwella	Training on land acquisitions	01	08 Hours	Southern Province Land Commissioner Department - Wakwella	Local	Regarding land acquisition
Malimbada	Training in office system	60	2 ½ Hours	Local	Local	Office Management Knowledge
	Attitude Development Programme	100	03	Local	Local	Attitudinal knowledge
Devinuwar	e-slits system	01	01 days	Local	Local	-
	E-Tech Training for Disaster Management	01	02 days	Local	Local	-
	Training on answering audit queries and mitigating audit queries	02	02 days	Local	Local	-
	Government officer training program for promotion of inter-religious harmony	02	02 days	Local	Local	-

	Appointing Supilipanna Officers and Supilipanna Officer Training Programme	01	01 day	Local	Local	-
Devinuwara	Land Acquisition Training Programme	01	01 day	Local	Local	-
	Setting the framework for the implementation of public evaluation principles in the public service (NEPIF)	02	02 days	Local	Local	-
	Human rights-based approach	01	01 day	Local	Local	-
	Capacity development training	01	01 days	Local	Local	-
	Driver awareness program	02	02 days	Local	Local	-
	Pre-Retirement Awareness Programme	02	02 days	Local	Local	-
	Tamil language training	24	150 Hours	Local	Local	-
	Entrepreneurship Education Knowledge Management and Policy Research course	01	01 Month	Foreign	Local	-
	Grade 1 Management Service Officer Efficiency Bar Exam Exemption Training Programme	01	10 days	Local	Local	-
	Assessment training	03	01 day	Local	Local	-
Devinuwara	Creating stage groups based on gender	01	02 days	Local	Local	-
	Human motivation	01	01 day	Local	Local	-

	Child Protection Policy	02	01day	Local	Local	-
	District Children's Homes, Elderly Homes and Disabled Homes Improvement Program	07	01 day	Local	Local	-
	aware mediation officers about ethnicity and pluralism	01	02 days	Local	Local	-
	One day training programme on mediation	01	01 day	Local	Local	-

Chapter 07 - Compliance Report

No	Requirement to be applied	Compliance status (compliant / non-compliant)	Brief explanation if it is not compliant	Precise decisions proposed to prevent non-compliance in the future
1	The following financial statements / accounts have been submitted on the due date			
1.1.	Annual Financial Statements	Compliant		
1.2.	Advance Account of Public Officers	Compliant		
1.3.	Business and Product Advance Account (Commercial Advance Account)	Non-compliant		
1.4.	Store Advance Account	Non-compliant		
1.5.	Special Advance Account	Non-compliant		
1.6.	Other	Non-compliant		
2	Maintenance of books and documents (445 BCE)			
2.1.	Updating and maintaining the fixed asset register as per Public Administration Circular 267/2018	Compliant		
2.2.	Updating and maintaining personal payroll documents / personal payroll cards	Compliant		
2.3.	Updating and maintaining the audit query list	Compliant		
2.4.	Updating and maintaining the internal audit record	Compliant		

2.5.	Preparing all monthly account summaries (CIGAS) and submit to the Treasury on the due date.	Compliant		
2.6.	Update and maintain cheques and cash order register	Compliant		
2.7.	Update and maintain inventory	Compliant		
2.8.	Update and maintain stock record	Compliant		
2.9.	Update and maintain the damage register	Compliant		
2.10.	Update and maintain the liability list	Compliant		
2.11.	Update and maintain the Sub Leaflet Book Register (GA-N20)	Compliant		
3	Representation of functions for financial control (Rs. 135)			
3.1.	Financial powers and powers within the institution are delegated.	Compliant		
3.2.	Make aware transfer of financial powers in the institution.	Compliant		
3.3.	Each transaction is authorized to be approved by two or more officers.	Compliant		
3.4.	Acting under the control of the Accountants in using the Government Pay Software Package as per 171/2004 numbered and 11.05.2014 dated Government Accounts Circular.	Compliant		
4	Preparation of annual plans			
4.1.	Preparation of Annual Action Plan	Compliant		
4.2.	Preparation of Annual Procurement Plan	Compliant		
4.3.	Preparation of Annual Internal Audit Plan	Compliant		
4.4.	Preparing the annual estimate and submit it to the National Budget Department (NBD) on the due date	Compliant		
4.5.	Submit the Annual Cash Flow Statement to the Treasury Operations Department on the due date	Compliant		
5	Audit queries			
5.1.	Answer all the audit queries on the date fixed by the Auditor General	Non-compliant	Insufficient time in preparing answers with the coordination of the related ministries for the audit queries of line ministries.	
6	Internal audit			
6.1.	Preparation of Internal Audit Plan after consultation with the Auditor General at the beginning of the year as per DMA 134 (2) DMA / 1-2019	Compliant		
6.2.	Reply to all internal audit reports within one month	Compliant		

6.3.	Submitting copies of all internal audit reports to the Department of Management Audit in terms of subsection 40 (4) of the National Audit Act No. 19 of 2018	Compliant		
6.4.	Submission of copies of all internal audit reports to the Auditor General in accordance with FR134 (3).	Compliant		
7	Audit and Management Committees			
7.1.	Have been maintained at least 04 Audit and Management Committees during the relevant year as per DMA Circular 1-2019	Compliant		
8	Asset Management			
8.1.	Submitting information on asset purchases and misappropriations to the Comptroller General's Office as per Chapter 07 of Asset Management Circular No. 01/2017	Compliant		
8.2.	As per the Chapter 13 of the above Circular, appointing an appropriate officer to coordinate the implementation of the provisions of that Circular and reporting the information about that officer to the Comptroller General's Office.	Compliant		
8.3.	According to Public Finance Circular No. 05/2016, conduct the commodity survey and submit the relevant reports to the Auditor General on the due date.	Compliant		
8.4.	Excess, deficiencies and other recommendations revealed in the Annual Commodity Survey should have been made within the period specified in the Circular.	Compliant		
8.5.	Disposal of contaminated items in accordance with FR772.	Compliant		
9	Vehicle management			
9.1.	Prepare daily driving records and monthly summary reports for pool vehicles and submit to the Auditor General on the due date.	Compliant		
9.2.	Abduction the vehicles less than 06 months of condemned.	Compliant		
9.3.	Maintaining and updating vehicle log books.	Compliant		
9.4.	Taking action in accordance with FR 103,104,109 and 110 regarding every vehicle accident.	Compliant		
9.5.	Re-inspection of fuel combustion of vehicles in accordance with the provisions of paragraph 3.1 of Public	Compliant		

	Administration Circular No. 2016/30 dated 29.12.2016.			
9.6.	Arrogate the full ownership of leased vehicle log books, at the end of leasing period	Compliant		
10	Bank Account Management			
10.1.	Prepare and certify the bank reconciliation statements on the due date and submit for auditing.	Compliant		
10.2.	Settle the dormant bank accounts brought forward in the reviewed year or previous year.	Compliant		
10.3.	Act in accordance with the financial regulations regarding the balances revealed and adjusted in the Bank Comparison Statements and settled those balances within a period of one month.	Compliant		
11	Utilization of provisions			
11.1.	Bearing expenses as not to exceed the limits of the provided provisions.	Compliant		
11.2.	Receiving liabilities at the end of the year after utilizing the provision provided not exceeding the provision limit, in accordance with FR 94 (1)	Compliant		
12	Advance Account of Public Officers			
12.1.	Compliance with boundaries.	Compliant		
12.2.	one a time analysis on outstanding debt balances	Compliant		
12.3.	Settle the outstanding debt balance which has been forwarded from more than one year .	Compliant		
13	Public Deposit Account			
13.1.	Act in accordance with FR 571 regarding overdue deposits.	Compliant		
13.2.	Update and maintain the control account for public deposits.	Compliant		
14	Imprestaccount			
14.1.	Forward the balance of the cash book to the Treasury Operations Department at the end of the year.	Compliant		
14.2.	Settled the interim account issued in accordance with FR 371, within one month of the completion of that work.	Compliant		
14.3.	Issuance of Interim not to exceed the approved limit as per FR 371	Compliant		
14.4.	Monthly Comparison of the balance of interim account with treasury books	Compliant		
15	Revenue account			
15.1.	Repayments have been made out of the collected revenue in accordance with the relevant regulations.	Compliant		

15.2.	The accumulated income has been directly credited to the income instead of being credited to the deposit account.	Compliant		
15.3.	Submission of arrears revenue reports as per FR 176 to the Auditor General	Compliant		
16	Human Resource Management			
16.1.	Maintaining staff within the approved staff limit.	Non-compliant	Grant appointments to officers recruited as graduate trainees on a policy decision of the Government.	Make arrangements to obtain approval from the Department of Management Services for the excess number of employees.
16.2.	Provide duty lists in writing to all staff members.	Compliant		
16.3.	Submitt all the reports to the Management Service Department as per No. 04/2017 dated 20.09.2017 Circular.	Compliant		
17	Providing information to the public			
17.1.	Appointing an Information Officer in accordance with the Information Act and Regulations and updating and maintaining an information register.	Compliant		
17.2.	Information about the institution has been provided by its website and has been facilitated to post praise / accusations about the institution through the website or through alternative ways.	Compliant		
17.3.	Submission of reports twice a year or once a year as per Sections 08 and 10 of Information Act.	Compliant		
18	Implementation of the Citizens' Charter			
18.1.	Compile and implement the Citizens' / Clients' Charter in terms of No. 05/2008 and 05/2018 (1) circulars by Ministry of Public Administration and Management.	Compliant		
18.2.	Prepare a system to monitor and evaluate the drafting and implementation of the Citizens' / Clients' Charter as per paragraph 2.3 of the said circular.	Compliant		
19	Preparation of Human Resource Plan			
19.1.	Prepare a human resource plan based on Annexure 02 of No. 02/2018 and 24.01.2018 dated Public Administration Circular.	Compliant		
19.2.	Training of at least 12 hours per year for each member of the staff ensured in the	Non-compliant	Treasury has cut off the non-	

	above Human Resources Plan.		essential expenses due to the economic crisis in the country	
19.3.	Sign annual performance agreements for the entire staff based on the format given in Annexure 01 of the above Circular.	Compliant		
19.4.	Appoint a Senior Officer with responsibilities for preparation of Human Resource Development Plan, Develop Capacity Development Programs, Implementation of Skills Development Programs in accordance with paragraph 6.5 of the above Circular .	Compliant		
20	Responding to audit paragraphs			
20.1.	Corrected the deficiencies pointed out in the audit paragraphs issued by the Auditor General for the previous years.	Compliant		