

Annual Performance Report for the year 2023

District Secretariat - Gampaha

Expenditure Head Number – 256

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1. Institutional Profile / Executive Summary

1.1 Introduction

Gampaha District was declared as a new district by the gazette notification of 7th September 1978 under section 3 of the Administrative District Act. Gampaha is an administrative area created by re-dividing the Colombo District. District Secretariat maintained in Agra building located in Bandiyamulla Gampaha was re-established in Laksiyane Mandiraya the new administrative complex in the year 2023 and it is a square-shaped block with a length and width of 45 km which is bounded by the Ma Oya (Kurunegala and Puttalam Districts) in the north, the hills and valleys extending 100-200 meters in height in the East (Kegalle District), Colombo District bounded by the Kelani River in the South and the Indian Ocean in the West.

The Gampaha District is comprised of five Korals namely Siyane Korahaya East, Siyane Korahaya West, Aluthkuru Korahaya, Aluthkuru Korahaya South and Hapitigam Korahaya. It is known that the name Gampaha has been formed connecting the names of five villages, Medagama, Ihalagama, Pahalagama, Henarathgoda and Aluthgama. Gampaha District has an incomparable place in cultural, political and educational fields. Gampaha District is located in the face of the island's capital and international harbor, and develops a distinctive position in the manufacturing industry-centered free trade zones, tourism sector facilitated by infrastructural facilities including international airports, railways, highways, electricity and telephone connectivity.

The administrative district of Gampaha covers an area of 1,386.7 square kilometers (139,140 hectares) and is twice the size of the Colombo district. The district covers 38% of the total land area of the Western Province and 2.1% of the total land area of Sri Lanka. It is located between the Northern latitude of 6 ° 54 "5 and 7 ° 20 and Eastern longitude of 79 ° 48.75 and 80 ° 13.

Gampaha District is known to be a warm and humid zone with the minimum temperature of 21.6 ° C and the maximum of 37 ° C and an average rainfall of around 1,750 mm (Henarathgoda 2,477 mm). Rain is received during inter monsoonal periods and during southwestern monsoon but it develops a dry weather from January to April.

Wet zone vegetation areas and mangrove forests can be found in the Gampaha District due to the prevailing warm and humid weather conditions.

1.2 Vision, Mission and Goals of the Institution

Vision

To be the Pioneer in public customer service.

Mission

To lead Gampaha District towards sustainable development with the creation of an efficient management structure through an effective management of resource in compliance with the Government policies.

Role

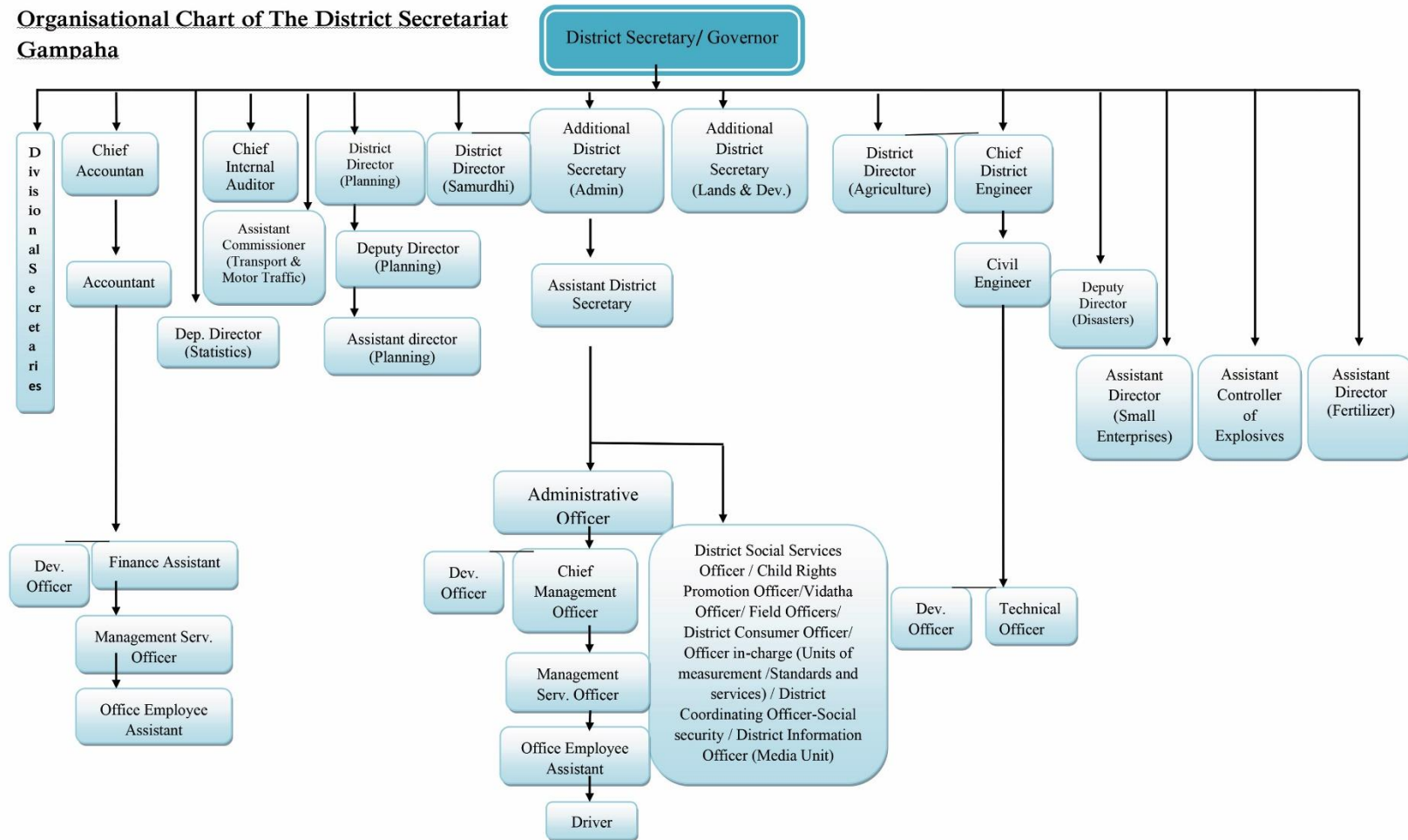
Establishment of a people- centric public service realizing the aspirations and expectations of the people in divisional and village level in conformity to the Government policies through standard and management

1.3 Main Functions

1. Administrative activities related to the 13 Divisional Secretariats and handling public .complaints
2. Maintaining the functions of the District Secretariat, Human Resource Management, Improving Physical Resources, Issuing Firearms, Recommendations of Firearms and containing of Epidemic -Dengue, Covid etc.
3. Activities related to Food production, drug prevention and environmental protection.
4. Activities related to price control, small enterprises development, productivity development and disaster management.
5. Organizing and coordinating cultural and religious events.
6. Management of projects under the approval of the District Secretary.
7. Maintaining Financial Management and Discipline under expenditure head No.256
8. Implementation, organization of projects within the approved allocation limits and progress evaluation of concessions.
9. Directing, implementing, supervising and controlling the activities related to the continuous operation of the essential supply chain to the public during sudden disasters and Covid 19 epidemic situation.

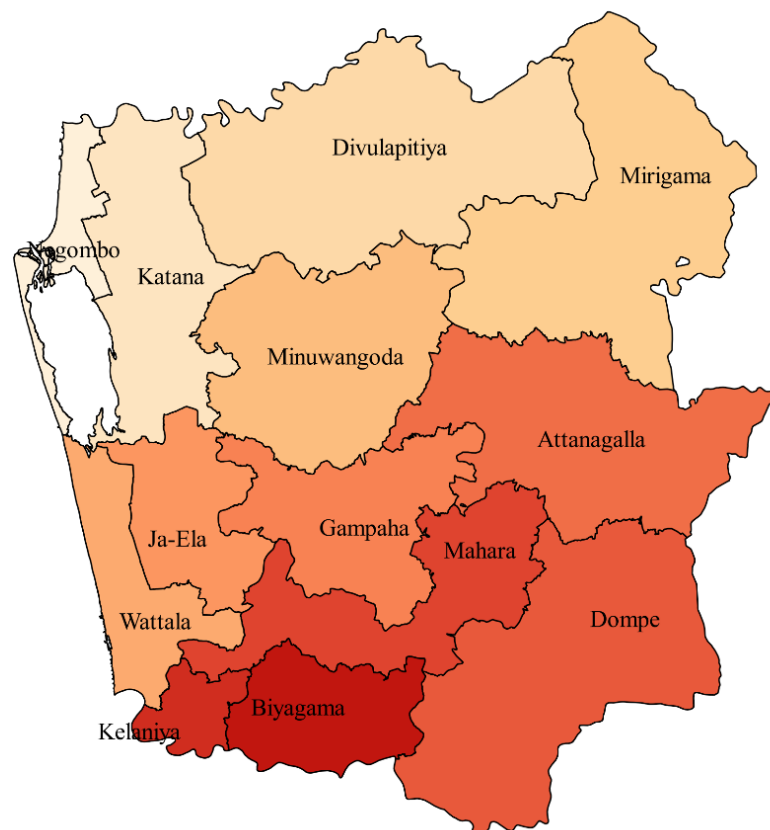
1.4 Organization Chart

**Organisational Chart of The District Secretariat
Gampaha**



1.5 Divisional Secretariats under the District

1. Divisional Secretariat Gampaha
2. Divisional Secretariat Divulapitiya
3. Divisional Secretariat Minuwangoda
4. Divisional Secretariat Mirigama
5. Divisional Secretariat Attanagalla
6. Divisional Secretariat Katana
7. Divisional Secretariat Negombo
8. Divisional Secretariat Dompe
9. Divisional Secretariat Wattala
10. Divisional Secretariat Ja- Ela
11. Divisional Secretariat Kelaniya
12. Divisional Secretariat Biyagama
13. Divisional Secretariat Mahara



2. Progress and Objectives



Special achievements, Challenges and objectives

I'm glad to recall that the District Secretariat, which is the main Government Coordinating body of Gampaha District, which is the most populous district in the entire island, as well as the 13 affiliated Divisional Secretariats, are committed to achieving the goal of delivering the benefits of development to the people more efficiently and effectively.

Public welfare should be the end result of public policy implementation. For that purpose, we are shouldering the vital task of delivering development not only to the district but also to the entire island by applying the development programs which are constantly implemented by the government at the right time and in the right place. We have been working throughout the year 2023 to strengthen the public by taking effective decisions from time to time for the development of the livelihood of the district community. In this regard we constantly worked to support as a government to stabilize their economy by empowering new entrepreneurs.

Despite the economic crisis in the country in the year 2023, we dedicated ourselves to public service and managed to complete a number of tasks by the end of the year. Among these, under the government program of rice purchase in Maha cultivation season of 2022/2023, the district secretaries purchased rice through small and medium rice mill owners and distributed rice to 216,995 beneficiaries under the first phase and 217,114 beneficiaries in the second phase.

Meanwhile, with the aim of increasing the overall quality of vegetable production, eco-friendly modern technologies were introduced to small-scale vegetable producers in Gampaha district and encouraged them to obtain a sustainable production and income. Similarly, young agrarian entrepreneurs were directed to crop cultivation in sheltered net houses and opened up income generation avenues.

In addition to that, 13 programs of market survey, livelihood opportunity evaluation and preparation of development strategies were conducted at the divisional secretariat level. Under

Samurdhi Praja Harasara program, programs were implemented to evaluate and appreciate the contribution of community leaders, Prajamula organization, community and the officials that collected the highest amount of funds in connection with the flags selling programme of the District, and the best entrepreneurs of the district.

Maintaining a comfortable standard of living for the people is a must for citizen development. For this, a public friendly environment should be prepared. With the Saubhagya Housing Development Programme, which was started with this goal in mind to fulfill the dream of a house for all, we contributed to the development of the district and under the same programme in 2023, houses were built for 39 homeless Samurdhi beneficiaries and low-income earners.

Not only that, but as the main administrative body of the district, we have been responsible for maintaining the network of essential services provided for the public, and we have always worked to build an environment where essential services can be easily reached for the benefit of the public.

Human resource plays a vital role in the physical development of the district. The countless contribution made by the staff of the District Secretariat who understand the importance of performing the task of human resource orientation and the non-governmental organizations that are constantly working with us shall be gratefully mentioned here. We respectfully remember the contribution made by non-governmental organizations by distributing dry food parcels especially for low-income earners with the intention of lending a helping hand to such families to wipe out hunger, and by distributing stationery and school equipment to children from low income families to raise their level of education and to equip them with knowledge.

Moreover, a collective effort was taken to distribute vouchers among low-income earners in the District to buy essential items. Accordingly, spending a considerable amount of Rs. 87,615,000.00 we strived together with non-governmental organizations to reduce the living burden of low-income earners in the district to a certain level with the aim of securing them a brighter tomorrow.

In this entire process implemented for development as well as in the relentless dedication made to uplift the living standard of the people, it should be mentioned that decisions were made with the sole expectation of human and physical development and to place Gampaha as a district at the forefront among other districts, and that the immense contribution and support given by the

President's Office, Prime Minister's Office and the Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government must be gratefully remembered.

Gampaha District Secretariat which is the main administrative center of Gampaha District together with many government institutions of the district were reestablished under a single office complex of "Laksiyane Mandiraya" which was vested with the public in the year 2023 under the patronage of His Excellency the President Ranil Wickramasinghe. It is an approach to grant the general public a valuable opportunity to have access to more efficient and effective public service in minimum time under one premises.

Solving the challenges and problems identified during the implementation of the development and administrative process in Gampaha district last year, I hope to work in cooperation with the parallel government institutions, private institutions and community organizations to develop social, economic and infrastructural facilities with minimum effect on the environment in order to uplift the living standard of people together with the aim of facilitating the promotion of renewable energy, the development of new technology and export-led agriculture and industry and the moulding of highly skilled human resource as well as a future generation with discipline and virtues and to guide and coordinate with the staff of the Divisional Secretariats including the District Secretariat with maximum commitment in the year 2024.

I extend my best wishes and heartfelt thanks to all the staff officers and other staff including the two Additional District Secretaries of the District Secretariat, the staff of all the Divisional Secretariats in the district including the Divisional Secretaries and the staff of the offices affiliated to the District Secretariat who are constantly guaranteeing strength and resolve to me in the pursuit of these development goals and targets and I recall that my only expectation is to work hard collectively with utmost dedication to fulfill people's aspirations and to take the country forward.



Lalinda Gamage

Government Agent / District Secretary

Gampaha Administrative District

3. Overall Financial Performance of the year

Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

Statement of Financial Performance for the period ended on 31st December 2023 aca – f

Budget (Current Year)	Note	Actual Current Year	Previous Year	
- Revenue Receipts		-	-	} aca - 1
- Income Tax	1	-	-	
- Taxes on Domestic Goods & Services	2	-	-	
- Taxes on International Trade	3	-	-	
- Non Tax Revenue & Others	4	-	-	
<hr/> Total Revenue Receipts (A)		-	-	
- Non Revenue Receipts		-	-	
- Treasury Imprests		5,840,405,000	6,515,052,920	aca - 3
- Deposits		1,283,217,837	837,677,819	aca - 4
- Advance Accounts		107,919,937	103,574,347	aca - 5
- Other Receipts		-	-	
<hr/> Total Non Revenue Receipts (B)		7,231,542,774	7,456,305,086	

Total Revenue Receipts and Non Revenue Receipts			7,231,542,774	7,456,305,086	
- C = (A) + (B)					
Remittances to Treasury (D)			-	-	
Total Revenue Receipts and Non Revenue Receipts E= (C) –(D)			7,231,542,774	7,456,305,086	aca - 2(11)
Less Expenditure:					
- Recurrent Expenditure			-	-	
1,192,700,000	Wages, Salaries & Other Employment Benefits	5	1,185,384,942	1,208,122,532	} aca - 2(ii)
219,350,000	Other Goods and Services, Subsidies,	6	202,089,942	143,843,593	
49,153,000	Grants and Transfers	7	41,359,960	13,435,533	
-	Interest Payments	8	-	-	
-	Other Recurrent Expenditure	9	-	-	
1,461,653,000	Total Recurrent) ExpenditureF(1,428,834,844	1,365,401,658	
Capital Expenditure					
24,000,000	Capital Assets Rehabilitation & Improvement	10	23,424,934	15,741,832	
648,800,000	Aquisition of Capital Assets	11	585,861,815	808,818,538	
-	Capital Transfers	12	-	-	
-	Aquisition of Financial Assets	13	-	-	
2,500,000	Cpacity Building	14	1,648,529	369,484	

-	Other Capital Expenditure	15	-	-
675,300,000	Total Capital Expenditure (E)		610,935,278	1,235,425,110
	Deposit Payments		1,217,978,600	1,100,856,436
	Advance Payments		94,948,774	95,641,239
	Other Main Ledger Account payments .		-	-
	Main Ledger Expenditure (F)		1,312,927,374	1,196,497,675
	Total Expenditure I =)F+G+H(3,352,697,496	3,797,324,443
-	Balance as at 31 st December J) = E - J (3,878,845,278	3,658,980,643
	Balance as per Imprest Reconciliation Statement		3,878,845,278	3,658,980,643
	Imprest Balance as at 31 st December			7,425

3.2 Statement of Financial Condition

By 31 December 2023 Statement of Financial Position

Note		fact	
		2023	2022
		Rs	Rs .
<u>Non-financial assets</u>			
Property plant and equipment	ACA -6	6, 897,697,469	6,207,551,587
<u>Financial assets</u>			
Advance accounts	ACA 5/5(A	298,875,026	318,218,839
Cash and cash equivalents)		
	ACA – 3		7 , 425
Total assets		7,196,572,495	6,525,777,851
<u>Net Assets / Mass</u>			
Net Assets to Treasury		(735,659,985)	(657,270,855)
Property , plant and equipment the reserve		6, 897,697,469	6,207,551,587
		3,215,889	9,409,809
Hire work and work advances the reserve	ACA -5(B)		
<u>Mobile Responsibilities</u>			
Deposit accounts	ACA -4	1,031,319,122	966,079,885
The ultimate balance	ACA -3		7 , 425
Total liability		7,196,572,495	6,525,777,851

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from7..... to 34 and Annexures to accounts presented in pages from 35 to 74... 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
Peadeep Yasarathna
Secretary
Ministry of Public Administration,
Home Affairs, Provincial Council &
Local Government
Date : 17.02.2024

Accounting Officer
Lalinda Gamage
District Secretary / Government Agent
Gampaha Administrative District
Date : 20.02.2024

Chief Financial Officer/ Chief Accountant/
L.A.B.L. Gunasena
Chief Accountant
Gampaha Administrative District
Date : 17.02.2024

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

Lalinda Gamage
Government Agent / District Secretary
Gampaha Administrative District

L.A.B.L. Gunasena
Chief Accountant
District Secretariat
Gampaha.

3.3 Statement of Cash Flows

2023 For the period ended 31st December Statement of Cash Flows

	2023 Rs .	A c t u a l 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	891,607,254	724,211,532
Imprest Received	5,840,405,000	6,515,052,920
Recoveries from Advance	168,234,725	156,088,139
Deposit Received	1,283,217,837	837,677,819
Total cash generated from operations (A)	8,183,464,816	8,233,030,410
<u>Less - Cash disbursed for :</u>		
Personal Emoluments & Operating Payments	1, 420,536,569	1,362,874,888
Subsidies & Transfer Payments	-	-
Expenditure incurred on behalf of Other Heads	4, 763,327,502	4,382,916,503
Imprest Settlement to Treasury	-	-
Advance payments	170,686,867	150,957,473
Deposit payments	1, 217,978,600	1, 100,856,436
Total Cash disbursed for Operations (B)	7,572,529,538	6,997,605,300
Net cash flow from operating activities (C) =(A)-(B)	610,935,278	1,235,425,110
<u>Cash flows from Investing Activities</u>		-
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
	-	-
Total Cash flow generated from investing activities (D)	-	-
<u>Less - Cash disbursed for :</u>		
Construction or purchase of physical assets and others		
Investment acquisitions		
Capital expenditure	610,935,278	1,235,425,110
Total cash flow spent on Investing Activities(E)	610,935,278	1, 235,425,110
Net cash flow from investing activities (F) = (D)-(E)	(610,935,278)	(1,235,425,110)
Net cash flow from operating and investing activities (G) = (C) – (F)	0.00	0.00

<u>Cash flows from financial activities</u>		
Local Borrowings		
Foreign Borrowings	-	-
Grants Received	-	-
Deposits Received	-	-
<u>Total cash flow from Financial activities (H)</u>	-	-
<u>Less - Cash disbursed for :</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total cash flow disbursed on financial activities (I)	-	-
Cash flow from financial activities (J)=(H)-(I)	0	0
Net Movement in Cash (K) = (G) + (J)	0	0
Opening Cash Balance as at 01st January	0	0
Closing Cash Balance as at 31st December	0	0

3. 4 Notes to Financial Statements

Expenditure Code	Programme (1)					Programme (2)					Total Expenditure
	Provisions				Expenditure	Provisions				Exp endi ture	
	Annual Budgetary Provision	Suppleme ntary Estimate provision	FR 66/69 Transfers	Total Net provision		Annua l Budget ary provisi on	Supple mentar y Estimat e provisio n	FR 66/69 Transfe rs	Total Net Provisi on		
(1)	(2)	(3)	(4)=(1)+(2)+(3)	(5)	(6)	(7)	(8)	(9)=(6) +(7)+ (8)	(10)	(11)=(5)+(10)	
Recurrent Expenditure	1,427,000,000	34,653,000	-	1,461,653,000	1,428,834,844	-	-	-	-	-	1,428,834,844
-											
<u>Personal Emoluments</u>											
1001 Salaries and Wages	855,000,000	-	(60,000,000)	795,000,000	791,030,461	-	-	-	-	-	791,030,461
1002 Overtime and holiday payments	25,000,000	-	(4,300,000)	20,700,000	18,384,893	-	-	-	-	-	18,384,893
1003 Other Allowances	317,000,000	-	60,000,000	377,000,000	375,969,588	-	-	-	-	-	375,969,588
<u>Travelling Expenditure</u>											
1101 Domestic	22,000,000	-	3,000,000	25,000,000	23,176,852	-	-	-	-	-	23,176,852
1102 Foreign	-	-	-	-	-	-	-	-	-	-	-
											-
<u>Supplies</u>				-							-
1201 Stationery	29,000,000	-	(2,000,000)	27,000,000	24,903,133	-	-	-	-	-	24,903,133

and Office Requisites											
1202 Fuel	24,000,000	-		24,000,000	22,319,680	-	-	-	-	-	22,319,680
1205 Other	2,200,000	-	(1,000,000)	1,200,000	850,104	-	-	-	-	-	850,104
											-
<u>Maintenance Expenditure</u>				-							-
1301 Vehicles	15,500,000	-	-	15,500,000	14,208,098	-	-	-	-	-	14,208,098
1302 Plant and Machinery	4,500,000	-	2,000,000	6,500,000	5,661,168	-	-	-	-	-	5,661,168
1303 Buildings and Structures	6,200,000	-	950,000	7,150,000	6,378,537	-	-	-	-	-	6,378,537
				-							-
<u>Services</u>				-							-
1401 Transport	-			-							-
1402 Postal and Communication	8,050,000	-	2,500,000	10,550,000	9,462,221	-	-	-	-	-	9,462,221
1403 Electricity and water	32,800,000	-	4,300,000	37,100,000	36,526,221	-	-	-	-	-	36,526,221
1404 Tents and Local Taxes	1,800,000	-	(950,000)	850,000	810,590	-	-	-	-	-	810,590
1409 Other	67,000,000	-	(2,500,000)	64,500,000	57,793,339	-	-	-	-	-	57,793,339
											-
<u>Transfers</u>											-
1504 Development Subsidies 256-1-	-	34,653,000		34,653,000	28,304,225	-	-	-	-	-	28,304,225

1-7-1504											
1506 Property Loan Interest to Public Servants	16,500,000		(2,000,000)	14,500,000	13,055,735	-	-	-	-	-	13,055,735
<u>Other recurrent Expenditure</u>				-							-
1701 Losses and Write off	450,000	-	-	450,000	-	-	-	-	-	-	-
GrandTotal	1,427,000,000	34,653,000	-	1,461,653,000	1,428,834,844	-	-	-	-	-	1,428,834,844
Capital Expenditure	286,000,000	389,300,000	-	675,300,000	610,935,278	-	-	-	-	-	610,935,278
				-							-
<u>Rehabilitation and improvements of Capital Assets</u>				-							-
2001 Buildings and Structures	10,000,000	-	-	10,000,000	9,986,284	-	-	-	-	-	9,986,284
2002 Plant Machinery & Equipment	6,000,000	-	-	6,000,000	5,765,114	-	-	-	-	-	5,765,114
2003 Vehicles	8,000,000	-	-	8,000,000	7,673,537	-	-	-	-	-	7,673,537
<u>Acquisition of Capital Assets</u>											
2101 Vehicles	-	-	-	-	-	-	-	-	-	-	-
2102 Furniture and office Equipment	2,500,000	-	(1,500,000)	1,000,000	913,783	-	-	-	-	-	913,783
2103 Plant, Machinery and Equipment	2,000,000	-	1,500,000	3,500,000	3,480,624	-	-	-	-	-	3,480,624

2104 Buildings and Structures 256-1-1-0	55,000,000	24,300,000	-	79,300,000	79,294,819	-	-	-	-	-	79,294,819
2104 Buildings and Structures 256-1-1-2	200,000,000	365,000,000	-	565,000,000	502,172,590	-	-	-	-	-	502,172,590
<u>Capacity Building</u>				-							
2401 Staff Training	2,500,000	-	-	2,500,000	1,648,529	-	-	-	-	-	1,648,529
Grand Total	286,000,000	389,300,000	-	675,300,000	610,935,278	-	-	-	-	-	610,935,278
				-							-
Total recurrent and Capital Expenditure	1,713,000,000	423,953,000	-	2,136,953,000	2,039,770,122	-	-	-	-	-	2,039,770,122

Expenditure Code	Note	Provisions					Expenditure			Net effect		
		Fi na nc e Co de	Annually budgetary Provision	Supplem entary Estimate provision	FR 66/69 Transfers	Total Net provision	Expenditure as per the Cash Book	Expenditu re incurred by other Ministry/ Departme nt under FR 208 (as per Treasury Printouts)	Total Expenditure	Savings/ Excess	Savings /Excesses) 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	
<u>Recurrent Expenditure</u>	-											
-	-											
<u>programme (1)</u>	-											
Prog../Proj./Sub - Proj./ Object Code												
Object Code wise classification of Wages, salaries and other employment benefits	5											
<u>Personal emoluments</u>	-											
1001 Salaries and Wages			55,000,000	-	(10,000,000)	45,000,000	44,671,184	-	44,671,184	328,816	0.73	An ordinary saving.
1002 Overtime and holiday pay			4,500,000	-	-	4,500,000	3,854,366	-	3,854,366	645,634	14.35	Control of Expenditu re as per

												Budget Circular No. 01/2023
1003 Other Allowances			22,000,000	-	-	22,000,000	21,815,733	-	21,815,733	184,267	0.84	An ordinary saving.
			81,500,000	-	(10,000,000)	71,500,000	70,341,283	-	70,341,283	1,158,717		
Object Code wise classification of Other goods and services	6											
<u>Travelling expenditure</u>	-									-		
1101 Domestic			2,000,000	-	-	2,000,000	1,578,908	-	1,578,908	421,092	21.05	Control of Expenditure as per Budget Circular No. 01/2023
1102 Foreign			-	-	-	-	-	-	-	-		
Total (a)			2,000,000	-	-	2,000,000	1,578,908	-	1,578,908	421,092		
<u>Supplies</u>	-											
1201 Stationery and office Requisites			6,000,000	-	(2,000,000)	4,000,000	3,339,492	-	3,339,492	660,508	16.51	Minimization of cost due to the economical use of stationery and the use of e-mail
1202 Fuel			6,500,000	-		6,500,000	6,500,000	-	6,500,000	-	0.00	An ordinary saving

1205 Other			1,500,000	-	(1,000,000)	500,000	205,190	-	205,190	294,810	58.96	Control of Expenditure as per Budget Circular No. 01/2023
Total (b)			14,000,000	-	(3,000,000)	11,000,000	10,044,682	-	10,044,682	955,318		
<u>Maintenance Expenditure</u>	-											
1301 Vehicles			5,000,000	-	-	5,000,000	4,700,000	-	4,700,000	300,000	6.00 p.m	Control of Expenditure as per Budget Circular No. 01/2023
1302 Plant and Machinery			1,800,000	-	-	1,800,000	1,413,374	-	1,413,374	386,626	21.48	Control of Expenditure as per Budget Circular No. 01/2023
1303 Buildings and Structures			2,200,000	-	350,000	2,550,000	2,397,000	-	2,397,000	153,000	6.00 p.m	Control of Expenditure as per Budget Circular No. 01/2023
Total (c)			9,000,000	-	350,000	9,350,000	8,510,374	-	8,510,374	839,626		

<u>Services</u>	-											
1401 Transport			-	-	-	-	-	-	-	-	-	
1402 Postal and Communication			2,550,000	-		2,550,000	2,047,038	-	2,047,038	502,962	19.72	Control of Expenditure as per Budget Circular No. 01/2023
1403 Electricity and water			7,800,000	-	4,300,000	12,100,000	11,820,020	-	11,820,020	279,980	2.31	An ordinary saving.
1404 Rents and local taxes			600,000	-	(350,000)	250,000	216,741	-	216,741	33,259	13.30	Discounts receiving
1409 Other			52,000,000	-	-	52,000,000	47,554,338	-	47,554,338	4,445,662	8.55	Control of Expenditure as per Budget Circular No. 01/2023
Total(d)			62,950,000	-	3,950,000	66,900,000	61,638,137	-	61,638,137	5,261,863		
Total Expenditure on Other Goods and Services (A+B+C+D)			87,950,000		1,300,000	89,250,000	81,772,101	-	81,772,101	7,477,899		
Object Code Wise classification of Transfers, Grants and Subsidies	7											
1504 Development Subsidies- 256-1-1-7-1504			-	34,653,000	-	34,653,000	28,304,225	-	28,304,225	6,348,775	18.32	Management of expenses related to the project
1506 Property Loan interest to Public Servants			1,000,000	-	-	1,000,000	724,704	-	724,704	275,296	27.53	Decrease in applying

												for Property loans
Total			1,000,000	34,653,000	-	35,653,000	29,028,929	-	29,028,929	6,624,071		
Object Code Wise Classification of Other Recurrent Expenditure	9											
<u>Other recurrent expenditure</u>												
1701 Losses and Write off			250,000	-	-	250,000	-	-	-	250,000	100	Non- occurrence of needs for writing off losses
Total			250,000	-	-	250,000	-	-	-	250,000		
<u>programme (1)</u>	-											
Grand Total (Note 5-9) Total Recurrent Expenditure			170,700,000	34,653,000	(8,700,000)	196,653,000	181,142,314	-	181,142,314	15,510,686		
<u>Capital Expenditure</u>	-											
<u>programme (1)</u>	-											
Object Code wise Classification of Public Investment Expenditure												
<u>Rehabilitation and improvement of capital assets</u>	10											
2001 Buildings and Structures			10,000,000	-	-	10,000,000	9,986,284	-	9,986,284	13,716	0.14	An ordinary saving
2002 Plant and Machinery			6,000,000	-	-	6,000,000	5,765,114	-	5,765,114	234,886	3.91	An ordinary

												saving
2003 vehicles			8,000,000	-	-	8,000,000	7,673,537	-	7,673,537	326,463	4.08	An ordinary saving
Total (a)			24,000,000	-	-	24,000,000	23,424,934	-	23,424,934	575,066		
										-		
<u>Acquisition of capital assets</u>	11											
2101 Vehicles			-	-	-	-	-	-	-	-	-	
2102 Furniture and office equipment			2,500,000	-	(1,500,000)	1,000,000	913,783	-	913,783	86,217	8.62	Control of Expenditure as per Budget Circular No. 01/2023
2103 Plant and Machinery			2,000,000		1,500,000	3,500,000	3,480,624	-	3,480,624	19,377	0.55	An ordinary saving
2104-1-1-0-Buildings and Structures			55,000,000	24,300,000	-	79,300,000	79,294,819	-	79,294,819	5,181	0.01	An ordinary saving
2104-1-1-2 Buildings and Structures			200,000,000	365,000,000	-	565,000,000	502,172,590	-	502,172,590	62,827,410	11.12	Inability to pay all bills received due to limited imprest - Debts exist
Total (b)			259,500,000	389,300,000	-	648,800,000	585,861,815	-	585,861,815	62,938,185		
<u>Capacity building</u>	14											
2401 Staff training			1,000,000	-	-	1,000,000	994,228	-	994,228	5,772	0.58	An ordinary saving.
Total (e)			1,000,000	-	-	1,000,000	994,228	-	994,228	5,772		
<u>programme (1)</u>	-									-		

Total Expenditure on Public Investments (A+B+C+D+E+E)			284,500,000	389,300,000	-	673,800,000	610,280,977	-	610,280,977	63,519,022.87		
Grand Total (Note 5-15)			455,200,000	423,953,000	(8,700,000)	870,453,000	791,423,291	-	791,423,291	79,029,709		
256-1-2												
Recurrent expenditure	-											
programme (1)	-											
Prog./Project/Sub-Project/Object Code												
Object Code wise classification of Wages, salaries and other employment benefits	5											
Personal Emoluments	-											
1001 Salaries and Wages			800,000,000	-	(50,000,000)	750,000,000	746,359,277	-	746,359,277	3,640,723	0.49	normal A saving.
1002 Overtime and holiday payments			20,500,000	-	(4,300,000)	16,200,000	14,530,526	-	14,530,526	1,669,474	10.31	Control of Expenditure as per Budget Circular No. 01/2023
1003 Other Allowances			295,000,000	-	60,000,000	355,000,000	354,153,855	-	354,153,855	846,145	0.24	An ordinary saving.

			1,115,500,000	-	5,700,000	1,121,200,000	1,115,043,658	-	1,115,043,658	6,156,342		
Object Code wise Classification of Other goods and services	6											
<u>Travelling expenditure</u>	-											
1101 Domestic			20,000,000	-	3,000,000	23,000,000	21,597,944	-	21,597,944	1,402,056	6.10	An ordinary saving.
1102 Foreign			-	-	-	-	-	-	-	-		
Total (a)			20,000,000	-	3,000,000	23,000,000	21,597,944	-	21,597,944	1,402,056		
										-		
<u>Supplies</u>	-									-		
1201 Stationery and office Requisites			23,000,000	-	-	23,000,000	21,563,641	-	21,563,641	1,436,359	6.25	Control of Expenditure as per Budget Circular No. 01/2023
1202 Fuel			17,500,000	-	-	17,500,000	15,819,680	-	15,819,680	1,680,320	9.60	control of expenditure and Fluctuations in fuel prices
1205 Other			700,000	-	-	700,000	644,914	-	644,914.0	55,086	7.87	Control of Expenditure as per Budget Circular No. 01/2023

Total (b)			41,200,000	-	-	41,200,000	38,028,235	-	38,028,235.0	3,171,765		
										-		
<u>Maintenance Expenditure</u>	-									-		
1301 Vehicles			10,500,000	-	-	10,500,000	9,508,098	-	9,508,098	991,902	9.45	Control of Expenditure as per Budget Circular No. 01/2023
1302 Plant and Machinery			2,700,000	-	2,000,000	4,700,000	4,247,794	-	4,247,794	452,206	9.62	Control of Expenditure as per Budget Circular No. 01/2023
1303 Buildings and Structures			4,000,000	-	600,000	4,600,000	3,981,537	-	3,981,537	618,463	13.44	Control of Expenditure as per Budget Circular No. 01/2023
Total (c)			17,200,000	-	2,600,000	19,800,000	17,737,429	-	17,737,429	2,062,571		
<u>Services</u>	-									-		
1401 Transport			-	-	-	-	-	-	-	-		
1402 Postal and communication			5,500,000	-	2,500,000	8,000,000	7,415,183	-	7,415,183	584,817	7.31	Control of Expenditure as per Budget Circular

												No. 01/2023
1403 Electricity and water			25,000,000	-	-	25,000,000	24,706,201	-	24,706,201	293,799	1.18	An ordinary saving
1404 Rents and local taxes			1,200,000	-	(600,000)	600,000	593,849	-	593,849	6,151	1.03	An ordinary saving.
1409 Other			15,000,000	-	(2,500,000)	12,500,000	10,239,001	-	10,239,001	2,260,999	18.09	Control of Expenditure as per Budget Circular No. 01/2023
Total (d)			46,700,000	-	(600,000)	46,100,000	42,954,234	-	42,954,234	3,145,766		
Total Expenditure on Other Goods and Services (A+B+C+D)			125,100,000	-	5,000,000	130,100,000	120,317,842	-	120,317,842	9,782,158		
Object Code wise classification of Transfers, grants and subsidies	7											
<u>Transfers</u>	-											
1506 Property Loan interest to Public Servants			15,500,000		(2,000,000)	13,500,000	12,331,031		12,331,031	1,168,969	8.66	Decrease in applying for Property loans
Total			15,500,000	-	(2,000,000)	13,500,000	12,331,031	-	12,331,031	1,168,969		

Object Code wise Classification of Other recurrent expenditure	9											
<u>Other recurrent expenditure</u>												
1701 Losses and Write off			200,000	-	-	200,000	-	-	-	200,000	100.00	Non - occurrence of needs for writing off losses
Total			200,000	-	-	200,000	-	-	-	200,000		
<u>Programme (1)</u>	-											
Grand Total (Note 5-9) Total Recurrent Expenditure			1,256,300,000	-	8,700,000	1,265,000,000	1,247,692,531	-	1,247,692,531	17,307,469	-	
										-		
<u>Capital expenditure</u>	-									-		
										-		
<u>Programme (1)</u>	-									-		
Object Code wise Classification of Public Investment Expenditure										-		
<u>Rehabilitation and improvements of Capital assets</u>	10									-		
2001 Buildings and Structures			-	-	-	-	-	-	-	-		
2002 Plant and Machinery			-	-	-	-	-	-	-	-		
2003 Vehicles			-	-	-	-	-	-	-	-		
Total (a)			-	-	-	-	-	-	-	-		
<u>Capacity building</u>	14											

2401 Staff training			1,500,000	-	-	1,500,000	654,301	-	654,301	845,699	56.38	Control of expenditure
Total (e)			1,500,000	-	-	1,500,000	654,301	-	654,301	845,699		
<u>Programme (1)</u>	-											
Total Expenditure on Public Investment (A+B+C+D+E+E)			1,500,000	-	-	1,500,000	654,301	-	654,301	845,699		
										-		
Grand Total s (Note 5-15)- Total Expenditure			1,257,800,000	-	-	1,266,500,000	1,248,346,832	-	1,248,346,832	18,153,168		



.....
Chief Financial Officer / Chief Accountant
Director (Finance)/ Commissioner (Finance)
Date - 202 4.02.28

Statement of Imprest Account for the year 2023

Ministry / Department / District Secretariat :Gampa
Expenditure Head No. :256

Expenditure Head No. :256

Rs.

Imprest Account No.	Imprest Balance as at 1st January 2023			Imprest Received			Imprest Settlement			Imprest Balance as at 31st December 2023			Imprest Balance as at 31st December 2023 as per Entity Books *5	Imprest Balance as at 31st December 2023 as per Treasury Books 6
	Unsettled Sub Imprests	Unsettled Imprests (Excluding Unsettled Sub	Total	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balan	Unsettled Imprests	Total		
1(i)	1(ii)	1(iii)	2(i)	2(ii)	2(iii)=2(i)+2(ii)	3(i)	3(ii)	3(iii)=3(i)+3(ii)	4(i)	4(ii)	4(iii)=4(i)+4(ii)	5=1(iii)+2(iii)-3(iii)		
303/23	7,425	-	-	5,840,405,000	2,141,452,320	7,981,857,320	7,981,857,320		7,981,857,320	-	-	-	-	-

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.....

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 : 02.02.2024

L.A.B.L. Gurasena
Chief Accountant
District Secretariat
Gampaha.

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

Statement of Deposit Accounts as at 31st December 2023


Expenditure Head No : 256

Ministry / Department / District Secretariat : Gampaha

Rs.

Name of Deposit Accounts	Deposit Number	Balance as at 1st January 2023	Credited during the year	Debited during the year	Balance as at 31st December 2023	Balance as per Treasury Book as at 31st December 2023
Security Deposits	6000-0-0-1-0-61-0	-	10,000.00	5,000.00	5,000.00	5,000.00
Tender Deposits	6000-0-0-2-0-79-0	165,000.00	4,221,353.16	1,825,000.00	2,561,353.16	2,561,353.16
Deposits Temporary Retained Payable to Third Parties	6000-0-0-13-0-49-0	18,558,090.96	221,469,603.56	223,817,124.95	16,210,569.57	16,210,569.57
Retention Money for Construction	6000-0-0-16-0-31-0	126,304,972.20	11,574,470.10	39,702,866.37	98,176,575.93	98,176,575.93
Compensation	6000-0-0-17-0-10-0	815,615,050.27	1,006,097,678.70	913,318,367.48	908,394,361.49	908,394,361.49
Temporary Retention for Statutory Payments	6000-0-0-18-0-39-0	5,436,771.58	39,844,731.15	39,310,240.81	5,971,261.92	5,971,261.92

* Format should be amended including only the relevent Deposit numbers


 Chief Financial Officer /Chief Accountant/Director (Finance)
 Commissioner (Finance)
 Date : 02.02.2024 **L.A.B.L. Gunasena**
 Chief Accountant
 District Secretariat
 Gampaha.

Statement of Advance Accounts as at 31st December 2023

Expenditure Head No :256

Ministry / Department / District Secretariat : Gampaha

Name of Advance Account	Advance Account Number	Balance as at 1st January 2023 (1)	Maximum Limits of Expenditure Rs80,000,000.00		Minimum Limits of Receipts Rs 40,000,000.00		Maximum Limits of Debit Balance Rs 333,000,000.00	Maximum Limits of Liabilities Rs	Balance as per Treasury Books as at 31st December 2023
			Debits during the year		Credits during the year		Balance as 4=(1)+(2)-(3)		
			(2)		(3)				
			In Cash	Through Cross Entries	In Cash	Through Cross Entries			
(1) Advance to Public Officers	256,011 256,012	308,809,030	75,530,685	- 19,418,089	91,402,512	- 16,517,425	292,937,203 2,900,664		292,937,203 2,721,934
(2) Other Advances	-	-	-	-	-	-	-	-	-
(3) Miscellaneous Advances	-	-	-	-	-	-	-	-	-
		308,809,030	75,530,685	19,418,089	91,402,512	16,517,425	295,837,867	-	295,659,137

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

Date 11.02.2024

L.A.B.L. Gunasena
Chief Accountant
District Secretariat
Gampaha.

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

Expenditure Head No :256

Ministry / Department / District Secretariat : Gampaha

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 Eg. 9188-250-0-1-0-1								
Total (a)	-	-	-	-	-	-	-	-
(2) Work Advance								
9188-256-0-2-0-8-0	Construction of new building of the Wattala Divisional Secretariat	-	-	-	9,409,809	6,193,920		3,215,889
Total (b)					9,409,809	6,193,920		3,215,889
Grand Total (a)+(b)					9,409,809	6,193,920		3,215,889



Chief Financial Officer /Chief Accountant/Director (Finance)/
Commissioner (Finance)
Date : 17.02.2024


L.A.B.L. Gurusena
Chief Accountant
District Secretariat
Gampaha.

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

Expenditure Head No :256

Ministry / Department / District Secretariat :Gampaha

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 Eg. 9189-250-0-1-0-1 Total (a)					
(2) Work Advance 9189-256-0-2-0-8-0 Total (b)	Contruction of new building of the Wattala Divisional Secretariat	9,409,809	6,193,920		3,215,889
		9,409,809	6,193,920		3,215,889
Grand Total (a)+(b)		9,409,809	6,193,920		3,215,889



 Chief Financial Officer /Chief Accountant/Director (Finance)/
 Commissioner (Finance)
 Date : 17.02.2024

L.A.B.L. Gunasena
 Chief Accountant
 District Secretariat
 Gampaha.



Cumulative Non Financial Asset Accounts Report- Central Govt-2023



Land-9153: 1,001,787,000.00 Table: SA 82
 Building- 9151: 981,686,010.30 Year: 2023
 Machinery-9152: 546,010,058.33 Rpt Date 2/17/2024 10:16:52 AM
 WIP-9160: 4,368,214,400.69 Head 256
 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	29,216,359.89	900,000.00	0.00	0.00	0.00	30,116,359.89
		Quarters	****6111107	29,216,359.89	900,000.00	0.00	0.00	0.00	30,116,359.89
9151	1.2-Non Residential Building		61112	894,840,545.91	58,628,371.00	0.00	0.00	1,899,266.50	951,569,650.41
		Office Building	****6111201	894,840,545.91	58,628,371.00	0.00	0.00	1,899,266.50	951,569,650.41
9160	1.4-WIP-Building & Structure		61114	3,788,185,362.96	0.00	0.00	580,029,037.73	0.00	4,368,214,400.69
		WIP-Building & Structure	****611140	20,041,976.26	0.00	0.00	0.00	0.00	20,041,976.26
		Office Building	****611148	3,768,143,386.70	0.00	0.00	580,029,037.73	0.00	4,348,172,424.43
9152	2.1-Transport Equipment		61121	204,317,800.00	20,000,000.00	0.00	0.00	0.00	224,317,800.00
		Passenger vehicle	****6112101	108,740,000.00	0.00	0.00	0.00	0.00	108,740,000.00
		Cargo vehicle	****6112102	88,381,800.00	20,000,000.00	0.00	0.00	0.00	108,381,800.00
		Agricultural vehicle	****6112103	6,996,000.00	0.00	0.00	0.00	0.00	6,996,000.00
		Motor cycle	****6112109	200,000.00	0.00	0.00	0.00	0.00	200,000.00
9152	2.2-Other Machinery & Equipment		61122	316,810,442.34	3,975,517.75	17,000.00	3,127,004.50	2,237,706.26	321,692,258.33
		Office Equipment	****6112201	48,814,697.52	617,850.00	0.00	804,545.75	1,375,009.00	48,862,084.27
		Computer Equipment	****6112202	92,633,197.55	378,500.00	0.00	2,019,390.00	451,025.00	94,580,062.55
		Electrical Equipment	****6112203	729,890.63	51,990.00	0.00	26,500.00	3,950.00	804,430.63
		Communication Equipment	****6112204	10,598,806.17	2,248,616.00	0.00	155,340.00	154,500.00	12,848,262.17
		Furniture	****6112205	161,655,383.47	678,561.75	17,000.00	121,228.75	251,722.26	162,220,451.71
		Medical Equipment	****6112207	399,635.00	0.00	0.00	0.00	0.00	399,635.00
		Sports equipment	****6112208	46,000.00	0.00	0.00	0.00	0.00	46,000.00
		Paintings Sculptures & other Antiques	****6112209	27,270.00	0.00	0.00	0.00	0.00	27,270.00
		Books Periodical & Journals	****6112210	3,600.00	0.00	0.00	0.00	0.00	3,600.00
		Industrial & Manufacturing Equipment	****6112212	14,310.00	0.00	0.00	0.00	0.00	14,310.00

		Construction Equipment	****6112213	261,802.00	0.00	0.00	0.00	0.00	261,802.00
		Defence Equipment	****6112215	1,511,000.00	0.00	0.00	0.00	0.00	1,511,000.00
		Agricultural & Dairy Farm Equipment	****6112216	60,350.00	0.00	0.00	0.00	1,500.00	58,850.00
		Fire Protection Equipment	****6112217	54,500.00	0.00	0.00	0.00	0.00	54,500.00
9153	4.1-Land		61410	980,162,000.00	21,625,000.00	0.00	0.00	0.00	1,001,787,000.00
		Land	****614100	980,162,000.00	21,625,000.00	0.00	0.00	0.00	1,001,787,000.00
		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	4,763,327,502	
Expenditure incurred by Reporting Entity on behalf of Other Entities	75,849,840	
Debits made to Advance "B" Account on behalf of Other Entities	-	
Credits made to Advance "B" Account by Other Entities	14,386,152	4,853,563,494
Less:		
Revenue Collected by Reporting Entity on behalf of Other Entities	891,607,254	
Expenditure incurred by Other Entities on behalf of Reporting Entity	8,298,275	
Credits made to Advance "B" Account on behalf of Other Entities	74,700,940	
Debits made to Advance "B" Account by Other Entities	111,747	974,718,216
Imprest Adjustment Balance as at 31st December 2023		3,878,845,278

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

3.5 Performance of the Revenue Collection

Revenue Code	Description of Revenue Code	Revenue estimate		Collected revenue	As a Percentage of the Final Revenue estimate
		Original	Final		
1002-07-00	Stamps Charges			237,400.00	
1003-07-02	Register General's Registration Fees.			82,040,450	-
1003-07-03	Private Timber transportation charges.			805,075	-
1003-07-05	fire Arms and Explosives License Fees.			4,932,410	-
1003-07-99	Other Charges.			8,636,508	-
2002-01-01	Govt Building rent.	900,000	2,000,000	2,563,630	128%
2002-02-99	Other Revenue.	20,000,000	20,000,000	19,899,247	99%
2003-99-00	Other Receipts	5,000,000	8,000,000	3,043,732	38%
2003-02-99	Miscellaneous	5,000,000	15,000,000	12,266,653	82%
2003-02-03	ID cards Charges.			68,156,150	-
2003-02-13	Examinations and other fees.			12,600	-
2003-02-14	Charges under the Motor Traffic Act.			600,887,647	-
1003-07-04	Tax revenue on motor vehicle sales			-	-
2003-04-00	Provision of Motorcycles to Public officers.			-	-
2004-01-00	Charges of widows' & orphan's pension.			88,051,408	-
1002-07-00	Stamp duty for explosive license fees.			-	-
2006-02-01	Capital Asset Income (Vehicles).			-	-
02-02-2006	Capital Asset Income (Other).			74,345	-
1003-07-09	Carbon tax				-
2003-07-00	Govt Paddy Purchasing Programme.				-
	Total			891,607,254	

3. 6 Performance of Utilization Allocations

Rs . ,000

Type of Allocation	Allocated Provisions		Actual expenditure	Allocation utilization as a % of completed final Allocation
	Original Provisions	Final Provisions		
Recurrent expenditure	1,427,000,000	1,461,653,000	1,461,653,000	100%
Capital expenditure	286,000,000	675,300,000	610,935,278	90%

3.7 Grants of allocations made to this Department / District Secretariat / Provincial Council as a representative of other Ministries / Departments in terms of F.R. 208

Serial No	Provided Ministry/Department	Purpose of provision	Allocations		Actual Expenditure	Utilized Allocation as % of completed Final Allocation
			Original	Final		
1 00	Presidential Secretariat	programs and project costs	20,647,500	20,647,500	20,599,223	100%
101	Ministry of Buddhasasana, Religious and Cultural Affairs	programs and project costs	7,670,000	7,670,000	7,601,361	99%
102	Ministry of Finance, Economic Stabilization and National Policy	programs and project costs	4,358,000	4,358,000	4,252,604	98%
103	Ministry of Defence - Disaster Management Division	Program , project costs and recurring costs	70,203,444	70,203,444	67,870,907	97%
110	Ministry of Judice, Prison Affairs and Constitutional Reforms	Program , project costs and recurring costs	29,880,120	29,880,120	26,508,568	89%
111	Ministry of Health - Department of Indigenous Medicine	Program , project costs and recurring costs	11,001,343	11,001,343	9,813,345	89%
117	Ministry of Transport and Highways	Repetition expenditure	60,000	60,000	60,000	100%
118	Ministry of Agriculture and Plantation Industries	Repetition and capital expenditure	138,341,543	138,341,543	136,687,741	99%

122	Ministry of Tourism and Lands	Repetition and capital expenditure	123,179,555	123,179,555	122,239,689	99%
126	Ministry of Education	Repetition and capital expenditure	9,222,108	9,222,108	8,689,465.69	94%
130	Ministry of Public Administration, Home Affairs , Provincial Councils and Local Government	Repetition and capital expenditure	872,385,427	872,385,427	863,790,433	99%
135	Ministry of Plantation Industries	Repetition and capital expenditure	1,213,240	1,213,240	1,213,240	100%
149	Ministry of Industries	Repetition and capital expenditure	6,181,255	6,181,255	6,181,255	100%
151	Ministry of Fisheries	Reruns/Programs expenditure	958,782,048	958,782,048	927,909,172	97%
160	Ministry of Environment	Repetition and capital expenditure	3,597,900	3,597,900	3,557,308	99%
171	Ministry of Women, Child Affairs and Social Empowerment	Reruns/Programs expenditure	1,860,451,470	1,860,451,470	1,747,978,753	94%
187	Ministry of investments Promotion	Repetition and capital expenditure	4,222,728	4,222,728	4,155,525	98%
189	Ministry of Public Security	Reruns/Programs expenditure	710,940	710,940	705,209	99%
193	Ministry of Labor and Foreign Employment	Repetition expenditure	1,686,510	1,686,510	1,491,010	88%
194	Ministry of Sports and Youth Affairs	Repetition and capital expenditure	7,905,821	7,905,821	7,612,761	96%
201	Department of Buddhist Affairs	Reruns/Programs expenditure	47,114,646	47,114,646	46,726,648	99%
203	Department of Christian Religious Affairs	programs expenditure	1,478,000	1,478,000	1,348,009	91%

206	Department of Cultural Affairs	Reruns/Programs expenditure	2,994,000	2,994,000	2,840,500	95%
210	Department of Government Information	Repetition expenditure	214,197	214,197	213,972	100%
216	Department of Social Services	Reruns/Programs expenditure	21,509,838	21,509,838	20,039,569	93%
217	Department of Probation and Child Care Service	Recurrences/Programs/Capitals expenditure	3,292,560	3,292,560	3,187,488	97%
219	Sports Development Department	Reruns/Programs expenditure	574,009	574,009	477,636	83%
220	Department of Ayurveda	Reruns/Programs expenditure	18,400,000	18,400,000	18,399,218	100%
221	Labor Department	Reruns/Programs expenditure	11,727,646	11,727,646	4,168,623	36%
226	Department of Immigration and Emigration	Capital expenditure	244,761	244,761	244,586	100%
227	Department of Registration of persons	Reruns/Programs expenditure	24,919,517	24,919,517	23,903,738	96%
246	Inland Revenue Department	Repetition expenditure	125,000	125,000	125,000	100%
247	Department of Customs	Capital expenditure	2,007,545	2,007,545	1,374,417	68%
248	Excise Department	Repetition expenditure	720,075	720,075	710,331	99%
252	Department of Population and Statistics	Repetition and capital expenditure	10,913,120	10,913,120	10,405,680	95%
253	Department of Pensions	Repetition expenditure	344,783,631	344,783,631	323,042,247	94%
254	Registrar General's Department	Repetition and capital expenditure	9,317,009	9,317,009	8,456,409	91%
286	Department of the Commissioner General of	Repetition expenditure	26,000	26,000	26,000	100%

	Lands					
289	Department of Export Agriculture	Repetition and capital expenditure	2,114,000	2,114,000	2,111,826	100%
303	Department of Textiles Industry	Repetition and capital expenditure	13,869,241	13,869,241	13,382,141	96%
307	Department of Motor Traffic	Repetition and capital expenditure	26,143,720	26,143,720	25,115,978	96%
326	Department of Community Based Corrections	Repetition expenditure	240,000	240,000	200,353	83%
327	Department of Land Use Policy Planning	Reruns/Programs expenditure	1,049,550	1,049,550	1,047,970	100%
328	Department of Manpower and Employment	Reruns/Programs expenditure	1,937,425	1,937,425	1,844,298	95%
334	Department of Multipurpose development Task Force	Repetition expenditure	390,789,906	390,789,906	285,017,297	73%
			5,068,206,349	5,068,206,349	4,763,327,502	94%

3.8 Performance of Reporting Nonfinancial Assets

Rs . 000

Asset Code	Item	Balance as per Board of Survey report as at 31.12.2023	Balance as per the statement of financial Condition as at 31.12.2023	Yet to be accounted	Reporting Progress as a %
9151	Buildings and Structures	981,686,010	981,686,010	-	100%
9152	Machinery	546,010,058	546,010,058	-	100%
9153	Land	1,001,787,000	1,001,787,000	-	100%
9154	Intangible assets			-	
9155	Biological assets			-	
9160	Ongoing progress	4,368,214,401	4,368,214,401	-	100%
9180	Leased assets	-	-	-	

3.9 Auditor General's Report

Please refer Page No.47 to Page No. 73 in Sinhala Performance Report

4. Performance indicators

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

Specific indicators	Actual output as a percentage (%) of the expected Output)		
	100%-90%	75%-89%	50%-74%
Rehabilitation and improvement	98 %	-	-
Acquisitions	90 %	-	-
Other Capital expenditure	-	-	-
Total	90 %		

5. Performance in achieving the Sustainable Development Goals (SDGs).

5.1 Relevant Sustainable Development Goals identified

Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0%-49%	50%-74%	75%-100%
01. Winding-up all forms of poverty in all areas	1.1 Reducing the proportion of men, women and children of all ages suffering from all forms of poverty at least by half in line with national definitions	2.1.1 The proportion of people living below the national poverty line by sex and age 2.1.2 The proportion of all age groups, including men, women and children living in all dimensions of poverty in line with national definitions,			
	1.2 Implementation of nationally applicable social security measures for all persons, including lower-level people, and cover poverty and vulnerable groups by 2030	1.2.1 Proportion of the population covered by Social Security Schemes/ Measures			

	1.3 Improving resilience of the poor and those at risk and reducing their exposure to economic, social and environmental harms and disasters and the harmful effects of weather conditions by 2030	1.3.1 The number of people who decease, disappear and are directly affected by natural disasters per 100,000 of the population			
02 Promotion of sustainable agriculture by eliminating hunger, achieving food security and good nutrition	2.1 Eradicate hunger and ensure that the poor and vulnerable populations, including infants, have access to safe, nutritious food throughout the year, by 2030	2.1.1 Malnutrition Project			
	2.2 Addressing the nutritional needs of adolescent girls, pregnant mothers, feeding mothers and older persons eliminate all forms of malnutrition by 2030 Including achieving the internationally agreed goals regarding stunting and wasting for children under 5 by 2025	2.2.1 Prevalence of stunting in children less than 5 years of age. (In accordance with the WHO child development standards, <- 2 standard deviation of average the height of the age)			
03. Ensuring a healthy life and promoting the welfare of all age groups	3.1 Reducing deaths from non-communicable diseases by 1/3 of by 2030 and promote mental health and wellbeing	3.1.1 Deaths due to cardiovascular disease, cancer, diabetes or chronic diseases			
		3.1.2 Number of deaths due to suicide			
	3.2 Strengthening Measures and Treatments to Prevent Harmful Alcohol and Dangerous Drug Abuse	3.2.1. Expansion of treatment facilities (pharmacological, psychological, reproductive and care services) for drug-related disorders.			
		3.2.2. Per capita alcohol consumption among persons 15 years of age or older within a period of one year			

04. Ensuring a comprehensive, equitable quality education and providing opportunities for all to learn for a lifetime	4.1 Ensure the provision of quality early childhood development for all girls and boys by 2030	4.1.1 The proportion of children under 5 years of age who have undergone a good developmental in the areas of Education and Psychology			
	4.2 Establishment of educational facilities	4.2.1. Provision of electricity, drinking water and other infrastructure facilities			
05. Water and sanitation facilities for all and ensuring sustainable management	5.1. By the year 2030, all people will have access to safe, affordable drinking water	5.1.1. Proportion of the population using Safely Managed Drinking Water Supply Services			
	5.2. By 2030, all people will be able to enjoy equal hygiene and sanitation facilities.	5.2.1. The proportion of the population who use safe-managed sanitation services			
06. Ensuring affordable, reliable, sustainable and modern energy supply for all	6.1. Ensure that everyone has access to reliable, modern energy sources for affordable price. by 2030	6.1.1. The proportion of the population with electricity supply			
	6.2. To Increase the share of renewable energy in the world energy sources by 2030	6.2.2. The portion of renewable energy from total final energy consumption			
07. Enhancing perfect and sustainable economic growth	7.1. Providing effective suitable employment opportunities for all women and men by 2030, including persons with disabilities and youth	7.1.1 Earnings per hour based on various factors			

and promotion of full and productive employment for all		7.1.2 Unemployment Rate			
08. Building strong infrastructure, promotion of perfect and sustainable industrialization and encourage innovation	8.1 Development of high quality, reliable, sustainable and disaster resilient infrastructure	8.1.1 The proportion of the rural population living within a distance of 2 km on a road that can be used your-round.			
	8.2 Improving financial services, access to credit and opportunities for small businesses and other enterprises and integrating those enterprises into value chains and market chains	8.2. Small scale production as a proportion of the total production value			
09. Making cities and settlements perfect, safe, solid and sustainable	9.1 Ensuring access to adequate, safe and affordable housing and basic services for all by 2030 and improving shanties	9.1.1 Population living in slums, informal settlements or inadequate housing			
	9.2 Preservation and protection of natural and cultural heritage	9.2.1 Total per capita expenditure for the protection and preservation of natural and cultural heritage			
10. Ensuring sustainable consumption and production pattern	10.1 Prevention of waste generation, Reduction and Recycling by 2030	10.1.1 Recycling speed, Number of Tons			
11. Prompt action on climate change and its impacts	11.1 Strengthening the resilience and ability to face weather related and natural disasters	11.1.1 Number of deaths, disappearances and direct impacts due to sudden disasters out of 100,000 persons			

5.2 Achievements and Challenges in Achieving Sustainable Development Goals

The development of a country is a reflection of its future economic plans. The country's labour force has a vital role in overcoming the obstacles faced by the government in achieving its development goals.

If development is truly a destination for sustainable and objective goals, it is a situation that can certainly be satisfied. In that sense, it must be a sustainable, targeted development programme that meets the aspirations of the people of a country. It will surely be a key for the future development of a country.

For the development to take place in a systematic way, The right decisions taken by a government must be implemented by the upcoming governments as well. Otherwise, the journey towards the Sustainable Development Goals will be unstable. At the same time, there may be serious challenges in reaching development goals due to weaknesses in the planning and implementation of decision-making bodies, conflicts between institutions, public activities, and lack of public support. Therefore, as Government Institutions, we have always taken into account the needs of the people, especially the ecological balance, and focused on economic development and the benefits that uplift the living standard of people.

In the process of development in the district, the journey towards sustainable development can be accelerated by poverty alleviation among people, taking them to a better nutritional level by reducing nutritional deficiencies, creating an adequate environment for having a good education, creating a healthy generation through the development of health and welfare facilities as well as by facilitating Agricultural development.

We should encourage the public to create a self-sufficient generation with food, and as Public officials we should work hard to bring a self-sufficient economy to the people and encourage food habits that are free from toxic substances. The Strength and encouragement given through the establishment of youth agricultural associations and the initiation of “Saubhagya” Production Villages programme should be highlighted in this regard. By engaging in agriculture as a self-employment, the necessary environment will be created to prepare a nutritious diet as well as a fresh diet without toxic chemicals. This is another achievement of sustainable development.

The productive work of the country can be carried out efficiently and effectively in taking forward the human resource as a healthy and safe generation. Also, in the development of human resource, we must commit ourselves to implement cultural and entertainment programmes to keep them happy and relaxed. Psychological wellbeing and fitness can be achieved through organizing programmes of traditional games, art festivals, as well as festivals of senior citizens and children's social rehabilitation. Accordingly, enrichment of the human resource can be expected. This is one another vital factor contributing to the achievement of sustainable development.

Taking the education, and pre-childhood development into consideration of children who are the lifeline of the Nation, by providing nutritious meals for the preschool children, their nutritional level can be significantly increased and a quality, active and healthy generation can be created.

Drug prevention goes a long way in producing a mentally and physically healthy child. Anti- drug programmes as well as drug prevention programmes are very important in this regard. In order to eradicate drugs from the society and to reduce the addiction, we have committed to create a drug-free society by educating young and old people as well as school students on the consequences of drug addiction.

New entrepreneurs can also be encouraged through counseling to starting innovative businesses. With this purpose in mind, actions have been taken to develop business knowledge by organizing programmes and providing innovative business ideas to the public, thereby we are training the business personnel for investment. This goes beyond business development and paves the way for national development and thus for the sustainable development.

Among the services performed by the District Secretariat under sustainable development goals, provision of nutritional allowance for pregnant mothers, establishment of adult day care centers, monitoring programmes conducted on children's societies as well as occupational training programs are of vital importance. All these activities are expected to bring a systematic human development in to the district.

Apart from this, we are committed to providing electricity, drinking water and other infrastructure facilities in the district, formalizing the informal settlements and creating an environment suitable for living. Moreover, we have worked closely as the District Secretariat to create the environment necessary to build a self-sufficient nation by preserving the natural and cultural heritage and the development of the district.

Even in the face of the severe economic crisis in the country, we at the District Secretariat worked with dedication and commitment as a Government body responsible for serving the public without hesitation with the intension of delivering the utmost rewards to the public. In this journey of ensuring the wellbeing of the public, we had to reach our goals through so many challenges. It should be mentioned that we have worked hard to serve the public identifying their needs and fulfilling them in the best way possible thereby to place Gampaha district at a higher position as a district and ultimately marking a milestone in the journey towards the achievement of sustainable development.

6. Human Resource Profile

6.1 Cadre Management

	Approved cadre	Existing cadre	Vacancies/ (Excess)**
Senior	16	13	3 (Vacancy)
Tertiary	5	4	1 (Vacancy)
Secondary	91	111*	5 (Vacancy) 29 (Excess)
Primary	38	37	2 (Vacancy) 1 (Excess)

* Including the 12 newly appointed Development Officers proposed by the Ministry of Home Affairs

6.2 ** Effect of shortage or excess of human resources on the performance of the Institution

Human resources play a pioneering role in the development of a country. Its quantity as well as its quality has directly influenced the variability of development over time in human history.

Just as policy plans and activities influence a country, institution or organization to move towards its organizational goals, so does the human resource that contributes to the establishment of such plans and activities.

Development goals can be effectively touched through the qualitative capabilities, efficiency, competence and ingenuity of the human resource that contributes to carrying out massive development activities. By making those programmes usable for the benefit of the public, the performance of the organizations that implement those programs can be enhanced. In fact, the conduct of a human resource which is sufficient to carry out the plans of the institution properly is not a burden to the institution as well as to the country. Whereas, an excess or deficient human resource is a direct obstacle to the development process. The Institution or organization then fails to properly gain the performance of the organization.

Proper management of human labour is the responsibility of the organizational administration. Each institution respects its institution's vision and mission and thereby commits itself to public service.

Moreover, there is a possibility that the human resource can get out of control in the absence of proper supervision regarding the duties assigned to them. Also, having too much human resource is also an obstacle for an organization to achieve its organizational goals.

Therefore, according to the role of each institution, the cadre is also numerically mentioned. That is very helpful in achieving a positive performance in the organization. Otherwise, the decline of the institution can hardly be prevented.

A satisfactory working environment is not created in the organization due to the psychological pressure caused by imposing too much responsibilities on the minimum number of employees in an organization. It is impossible to avoid constant dissatisfactions and conflicts in such an environment. In the development of mental pressure and unhappiness in a service, organizational goals will hardly be reached and duties will be neglected. In an organization with excess human resource, when the duties are not properly assigned, there is a possibility of conflicts and resentments due to uneven distribution of responsibilities. In such a situation, some employees may spend less labor and spend more time in idleness whereas some may have to work hard having least free time. Both these

situations are a hindrance to the organizational developments. This seems to have a direct impact on the organization's performance.

Moreover, by inculcating high competence in the human resource of the organization more benefits can be achieved by sharpening their attitudes, knowledge and skills.

An officer can think freely, express himself and make plans in his professional life only if there is no oppressive situation in the office environment. But in an organization with a very low number of employees, when the amount of duties assigned to one officer increases, the aforementioned ability to work freely will be lost among them. Therefore, availability of officers to the extent of work is a very important factor in the successful completion of organizational tasks.

In some organizations, due to the excessive recruitment of employees, they are facing problematic situations. By assigning excessive number of employees to a single task including decision-making, organizational performance will slow down due to conflicts in ideologies instead of increasing efficiency.

Therefore, the heads of institutions shall take actions to facilitate public goodwill by the optimal management of the human resource of the institution. All the resources are gathered and general decisions are made in order to achieve the goals of an institution via the human resource of that particular institution. Since the human resource plays a unique position compared to other resources in the production process and in the provision of services, it shall be managed moderately in order to achieve an unparalleled organisational progress.

6.3 Human Resource Development

Allocations	Name of the programme	The number of employees trained	Duration of the programme	The number of workshops	Total investment		Nature of the Programme (Local / Foreign)	Output / Knowledge gained
					Local	Foreign		
Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government	"E-Grama Niladhari" training	824	1/2 a day	15	397,590.00		Local	All Grama Niladhari officers were made aware of the new EGN software in order to provide a high quality service to the people at grassroots level.
District Secretariat Training Expenditure Head	ICTA NextGen Gov programme	147	05 days	3	98,320.00		Local	Successfully completed with the prime objective of increasing the productivity of the institution.

How the training programmes contribute to the performance of the organization

Human resource is the heart of an organization. An organization with an intelligent and efficient human resource moves rapidly towards its organizational goals. A suitable office environment is a must for an efficient and effective human resource. These two factors go hand in hand and then only an institution will be able to enjoy the fruits of the organization's performance.

Whenever the officers of the organization are happy to work, it becomes very easy to achieve the goals of the organization. Therefore, it is the responsibility of the administration to enrich the workforce with knowledge and skills. Training programmes, workshops and other practical sessions are of incessant importance in this regard.

Effectiveness is determined by the quality of the training programmes organized. Similarly, the relevance of the training programmes to the function of the organization should also be taken into account. Proper management, efficiency, effective service delivery, politeness, working on time, proficiency in languages and media are important subjects in enhancing organizational performance. Therefore, it is important to pay more attention on these fields while organizing training programmes. These are very important in performing the organizational tasks effectively and efficiently.

Training programs are very helpful for an officer himself to identify his strengths and weaknesses in the scope of work assigned to him and provide an efficient service to the organization.

The world is constantly changing through creative people. Training programmes are expected to produce a creative team of officers who can think of something outside of the monotonous work environment and execute it properly.

Accordingly, by organizing training programmes focused on organizational goals and the development of its human resource it will undoubtedly bring optimal performance through the attitudinal change made in the human resource.

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 due date			
1.1	Annual financial statements	Complied with		
1.2	Advance to public officers account	Complied with		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	-		
1.4	Stores Advance Accounts	-		
1.5	Special Advance Accounts	-		
1.6	Others	-		
2	Maintenance of books and registers (FR/(445			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 201/267 8	Complied with		
2.2	Personal emolument register/ Personal emoluments cards has been maintained and updated	Complied with		
2.3	Register of Audit queries has been maintained and updated	Complied with		
2.4	Register of Internal Audit reports has been maintained and updated	Complied with		
2.5	All the monthly account summaries)CIGAS) are prepared and submitted to the Treasury on due date	Complied with		

2.6	Register for cheques and money orders has been maintained and updated	Complied with		
2.7	Inventory register has been maintained and updated	Complied with		
2.8	Stocks Register has been maintained and updated	Complied with		
2.9	Register of Losses has been maintained and updated	Complied with		
2.10	Commitment Register has been maintained and updated	Complied with		
2.11	And Register of Counterfoil Books (GA N20) has been maintained and updated	Complied with		
3	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	Complied with		
3.2	The delegation of financial authority has been communicated within the institute	Complied with		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied with		
3.4	The control has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 1.05.2014 in using the Government Payroll Software Package	Complied with		
4	Preparation of Annual Plans			
4.1	Preparation of the Annual Action Plan	Complied with		

4.2	Preparation of the annual procurement Plan	Complied with		
4.3	Preparation of the Annual Internal Audit Plan	Complied with		
4.4	Preparation of the Annual Estimate and submission of the same to National Department of Budget on due date	Complied with		
4.5	The annual cash flow statement has been submitted to the Treasury Operations Department on time	Complied with		
5	Audit queries			
5.1	All the audit queries have been replied on due date as declared by the Auditor General	Complied with		
6	Internal Audit			
6.1	The internal audit plan has been prepared in terms of Financial Regulation 134(2)DMA/1- 2019 in the beginning of the year after discussing with the Auditor General	Complied with		
6.2	All the internal audit reports has been replied within one month	Complied with		
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of sub-section (4)40e of the National Audit Act to. 19of .2018	Complied with		
6.4	Copies of all the internal audit reports has been submitted to the Auditor General in terms of Financial Regulation (3) 134	Complied with		
7	Audit and Management Committee			

7.1	Minimum 04 meetings of the Audit and Management Committee has been held within the year as per the DMA Circular I -2019	Complied with		
8	Asset Management			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of paragraph 07 of the Asset Management Circular No. 01 /2017	Complied with		
8.2	A suitable officer was appointed to coordinate the implementation of provisions of the 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 with		
8.3	The boards of survey in terms of Public Finance Circular No. 05/2016 were conducted and the relevant reports have been submitted to the Auditor General on due date	Complied with		
8.4	The excesses and deficits that were disclosed through the annual board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied with		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied with		
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 with		
9.2	The condemned vehicles had been disposed of within a period of less	Complied with		

	than 6 months after condemning			
9.3	The vehicle logbooks had been maintained and updated	Complied with		
9.4	Actions have been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied with		
9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Complied with		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied with		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements were prepared, certified and submitted for auditing by the due date	Complied with		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	Complied with		
10.3	Actions have 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 those balances have been settled within one Month	Complied with		
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied with		
11.2	Applying the remaining provisions at the end of the year after utilizing for liabilities without exceeding the	Complied with		

	provision limit in terms of the F.R. (1)94			
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied with		
12.2	A time analysis had been carried out on the loans in arrears	Complied with		
12.3	The loan balances in arrears for over one year had been settled	Complied with		
13	General Deposit Account			
13.1	Action has been taken as per F. R.571 in relation to disposal of lapsed deposits	Complied with		
13.2	The control register for General deposits had been updated and maintained	Complied with		
14	Imprest Account			
14.1	The balance in the cash book has been remitted to TSHD at the end of the year under review	Complied with		
14.2	Ad—hoc sub imprests issued as per F.R.371 settled within one month from the completion of the task	Complied with		
14.3	Ad-hoc sub imprests had been issued not exceeding the approved limit in terms of F.R.3 71	Complied with		
14.4	The balance of the imprest account had been reconciled with the treasury books monthly	Complied with		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the relevant regulations	Complied with		

15.2	The revenue collected is credited directly to the income without crediting the deposit account	Complied with		
15.3	Arrears of income have been submitted to the Auditor General in terms of FR 176,	Complied with		
16	Human Resource Management			
16.1	Maintained the staff within approved staff limits	Complied with		
16.2	All members of the staff have been provided with duty lists in written	Complied with		
16.3	All reports have been submitted to the Management Services Department in terms of MSD Circular No. 2017/04 dated 20.09.2017	Complied with		
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 with		
17.2	Information about the institution to the public have been provided via Website and it has been facilitated the public to appreciate/ criticize the institution via this website or alternative measures	Complied with		
17.3	Bi- Annual and Annual reports have been submitted in terms of section 8 and 10 of the RTI Act	Complied with		
18	Implementing citizens charter			

18.1	A citizens charter/ Citizensclient's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) ofMinistry of Public Administration and Management	Complied with		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementationofCitizensCharter/ Citizens client's charter as per paragraph 2.3 of the circular above.	Not complied with	Because there is currently no mechanism for monitoring	Because there is currently no mechanism for monitoring
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared based on the format given in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied with		
19.2	A minimum training opportunityof not less than 12 hours per year for each member of the staff hasbeen ensured in the aforesaid Human ResourcePlan	Complied with		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01of the aforesaid Circular	Complied with		
19.4	The resource development plan has been prepared, capacity development programs have been developed and a senior officer has been assigned the responsibilities of implementing skills development programs in accordance with paragraph 6.5of the above circular	Complied with		
20	Responding to audit paragraphs			

20.1	Correction of the shortcomings indicated by the Auditor General's Audit paragraphs for the previous year	Complied with		
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