



Ministry of Industrial

Department of the Registrar of Companies

Performance Report - 2023

Expenditure Head - 297

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01. Corporate Profile / Summary of Implementation

1.1 Introduction

After the British colonization of Sri Lanka from 1815, English people expanded the scope of the Sri Lankan economy by introducing the export agriculture such as Coffee, Tea and Rubber. In 1861, Companies had been registered under the Joint Stock Companies Ordinance in order to facilitate business activities. Within the British ruling until 4th February, 1948, companies were registered under the Joint Stock Banking Ordinance and the Companies Ordinance No.51 of 1938. Under that Ordinance, the Department of the Registrar of Companies had been established and vested the powers to execute the Ordinances such as Trade Mark Ordinance, Business Name Ordinance, Cheettu Ordinance and Societies Ordinance. According to the provisions of the Intellectual Property Act no. 02 of 1979, National intellectual Property Office had been established in 1980 and vested the powers to implement Trade Mark Ordinance in 1981.

After gaining Independence, Sri Lankan economy was operated with self begotten which was facilitated by the Companies Act No. 17 of 1982 had been executed since 1982. This Act had been executed for 25 years and taking into consideration the expanded economy and facilitation of attracting a large number of investors, simplifying further, the Companies Act No. 07 of 2007 is on operation since 3rd May 2007.

Clients from all around the world had to come to the Department of the Registrar of Companies located at No.400, D.R. Wijewardena Mawatha, Colombo 10 and face a very complicated process to get services and this resulted in the wastage of clients' time, labor and money discouraging many investors.

As a solution for this, the focus was on providing services to the online system and the e ROC project was launched in 2017. As the first step in providing services through this system, the establishment of companies was started through the online system in 2018, and now this is a Government Department that provides all services online through the e ROC system, real-time live, 24 hours a day.

1.2 Vision and Mission of the Institution

Vision

Develop and foster a trusted business environment by making available an effective regulatory regime capable of instilling a culture of good governance covering the business sector in Sri Lanka.

Mission

The Department of the Registrar of Companies in accordance with the economic and trade policy of the Government of Sri Lanka endeavors to give a legal form to business and other institutions under the Acts administered by it and regulate their functions



1.3 Objectives and Functions

Objects

The main function of the Department is to implement, administer and enforce the following acts, and ordinances.

- The Companies Act No. 7 of 2007
- The Societies Ordinance - Chapter 123
- The Cheetu Ordinance No. 61 of 1935
- The Public Contracts Act No. 3 of 1987

Main functions

- Incorporation of private companies, public companies, companies limited by guarantee, unlimited companies, and listed companies.
- Registration of foreign companies and offshore companies, societies, public contracts, mortgages, negative papers, auditors and company secretaries.
- Registration of relevant documents to update information of companies and societies as per Companies Act and Societies Ordinance.
- Liquidation and dissolution of companies
- Updating all information related to companies/associations
- Issuing copies of certificates, providing information to the public.
- Document verification.
- Collection and comparison of fees.
- Providing necessary information, certified copies and providing necessary support to government and non-government organizations.



1.4 Executive and Staff Officers of the Department

Mr. Sanjeewa Dissanayake
Registrar General of Companies

Mrs.P.P. Shyama Harshani
Additional Registrar General of Companies

Mrs.L.K.S. Dharmakeerthi
Additional Registrar General of Companies

Mrs.B.A.R.M. Balasooriya
Chief Accountant

Mrs. Jeyawani Susanthakumar
Chief Internal Auditor

Mr.P.S.D.Tharanga Panditha Sundara
Deputy Registrar General of Companies

Mr.K.H. Shane Sri Nilusha De Silva
Assistant Registrar General of Companies

Mr.R.R.S.C. Rathnayake
Assistant Registrar General of Companies/Ex-officio Purchaser (Acting)

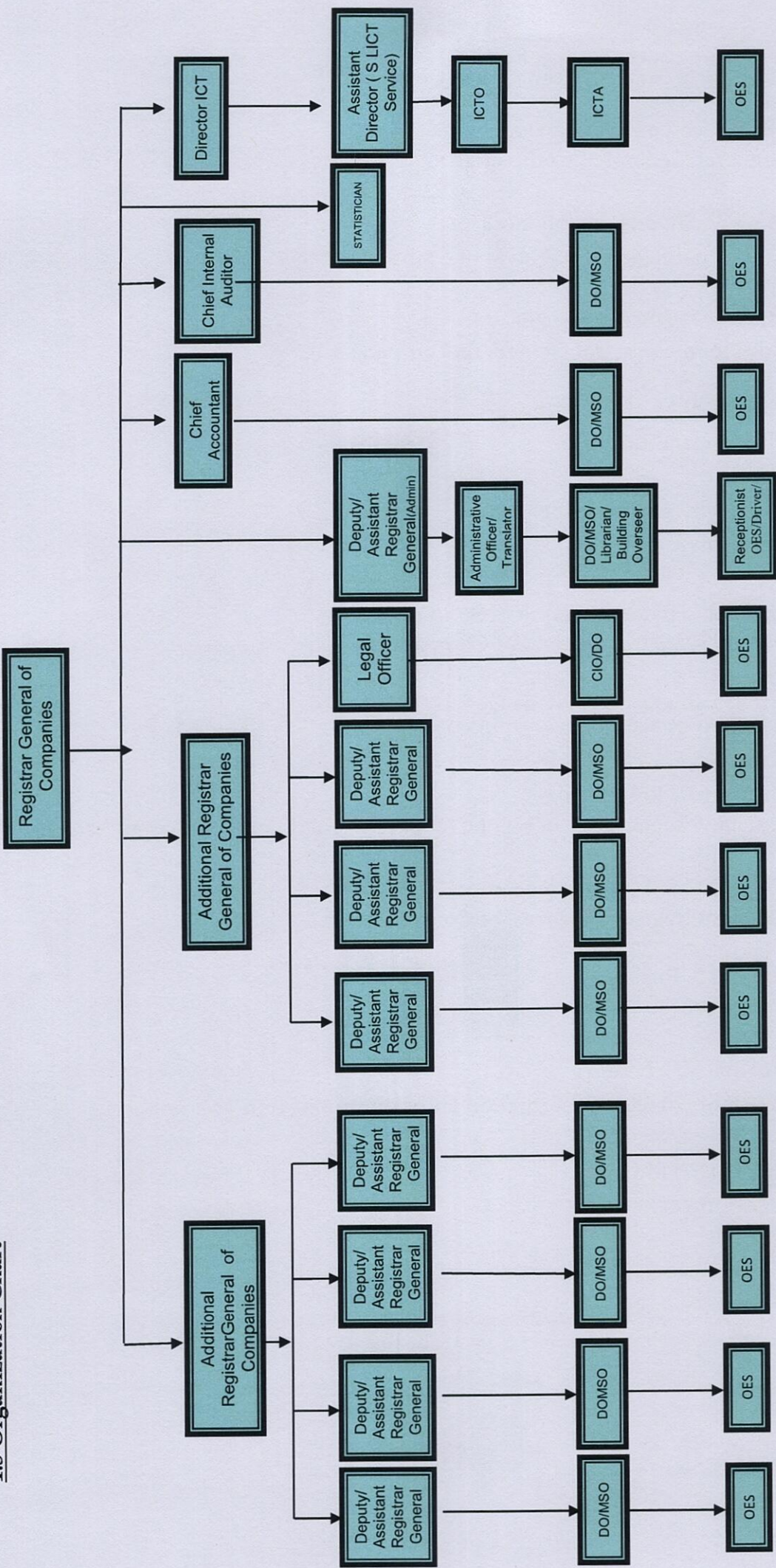
Mr.M.D.H.S. Mathugamage
Assistant Registrar General of Companies

Mr.G.M.S. Pushpakumara
Statistician

Mr.K.W.N.S. Perera
Assistant Director (Information and Communication Technology)

Mrs. U.J.S. Uthpala
Legal Officer

1.5 Organization Chart



- | | |
|---------|--|
| 1. ICTO | – Information & Communication Technology Officer |
| 2. DO | – Development Officer |
| 3. CIO | – Companies Inspector Officers |
| 4. MSO | –Management Service Officer |
| 5. ICTA | – Information & Communication Technology Assistant |
| 6.OES | – Office Employees Service |

1.6 Structure of the Department

- i. Information Supply Division
- ii. Company A Division
- iii. Divisions of Updating and Registration of Information of Companies
 - a. Company B Division
 - b. Company C Division
 - c. Company D Division
 - d. Company E Division
 - e. Company F Division
- iv. Liquidation Division
- v. Registration of Societies
- vi. Registration of Company Secretaries and Auditors Division
- vii. Public Contract (Tender) Division
- viii. Record Room and Inspection Hall
- ix. Company Prosecution Division
- x. Admin Division
- xi. Accounts Division
- xii. Internal Audit Division
- xiii. Postal Division
- xiv. Information Technology and Consumer Affairs Division

i. Information Supply Division

The Information Supply Division is managed by a well-trained and experienced officer who is capable of responding promptly to public enquiries. This division provides information and guidance to the public who are in contact with the department, thereby making it easier for the public to obtain services from the department. It also checks the documents handed over by the clients and forwards them to the relevant departments.

ii. Company A

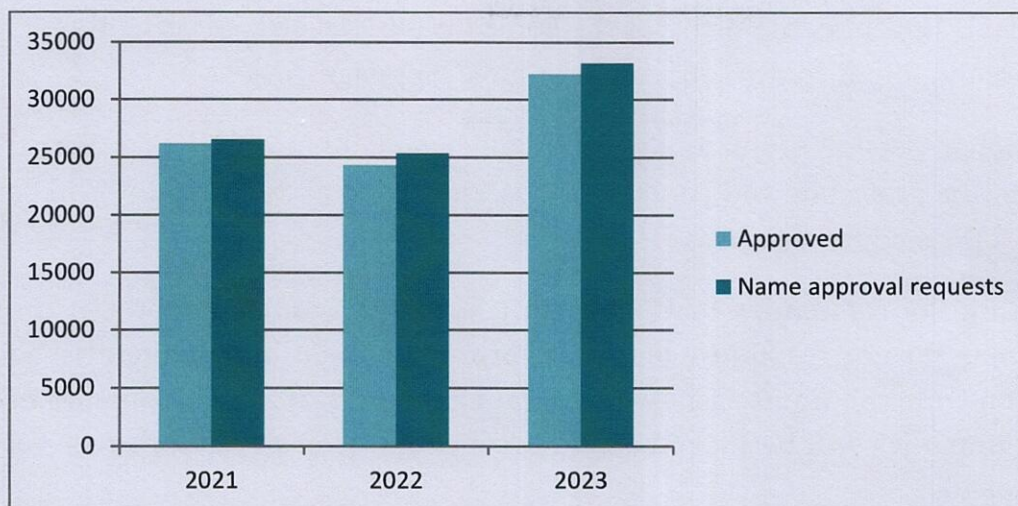
➤ Approval of Company Names

After a company submits an application to apply a name, this division checks the departmental data system and reports whether the approval of the name is in accordance with the Companies Act and the Name Approval Rules, assisting the public, public and non-governmental organizations in obtaining information about companies, and in relation to companies issuing registration numbers and reporting whether a company has already been incorporated under a particular name.

➤ Incorporation of new Companies

Check the accuracy of the applications received through the online system related to the incorporation of companies and submit the correct documents for registration and inform the relevant parties about the deficiencies in the defective documents, provide solutions to the problems of the public regarding the incorporation of companies, check and correct the send the correct applications for Registration.

Description	Actual		
	2021	2022	2023
Name Approval requests	26,534	25,352	33,223
Approved	26,180	24,327	32,252
Under processing	0	0	0
Rejected	20	44	186



iii. Registration of Documents and updating company Files

a. Company B Division

b. Company C Division

c. Company D Division

d. Company E Division

e. Company F Division

The main function of this department is to update the information of the companies and register the documents. It will be done under 5 sections named B, C, D, E and F section B and C for form No.15 documents, section D for form no.20 documents, section E and F deal with forms pertaining to other all forms and also deal with company mergers, change of company name, companies limited by guarantee, offshore companies and foreign companies.

iv. Liquidation Division

This section deals with cancellation of name of companies and dissolution of companies in the following manner.

01. Striking off name under section 394 of the Companies Act, No. 07 of 2007.

➤ Striking off names of companies with no assets liabilities.

In order to liquidate the company, the affidavits and request letter of all the directors and non-director shareholders are obtained and after that the affidavits are submitted to get orders. Then letters of inquiry are prepared to the 9 companies (to the company) and the Commissioner General of Inland Revenue and within a period of one month and 10 days from the date of that letter, the 10 companies and 04 companies will process the letters. If there is no objection from the Commissioner

General of Inland Revenue, the name of the company will be struck off within 03 months after issuing the Gazette Notification in three languages.

The Commissioner General of Inland Revenue will arrange to inform the concerned company about the protesting companies and the liquidation of the company will be prevented until the said protest is over.

- **Regarding the companies that have not filed their Annual Reports, if the companies do not respond even after informing them and if there is no objection from the Commissioner General of Inland Revenue, the names of those companies will be struck off under Section 394 of the Companies Act No. 07 of 2007.**

02. The company is dissolved in one of three ways by appointing a liquidator in respect of companies where assets are liabilities;

- Voluntary of members
- Voluntary of creditors
- By a Court order

In the instance, the documents filed will be registered and the company will be dissolved after 03 months after the registration of the last document. When the account is dissolved by a court order, the dissolution is done after the registration of the final court order.

03. Dealing with Striking off the names of the companies after amalgamation.

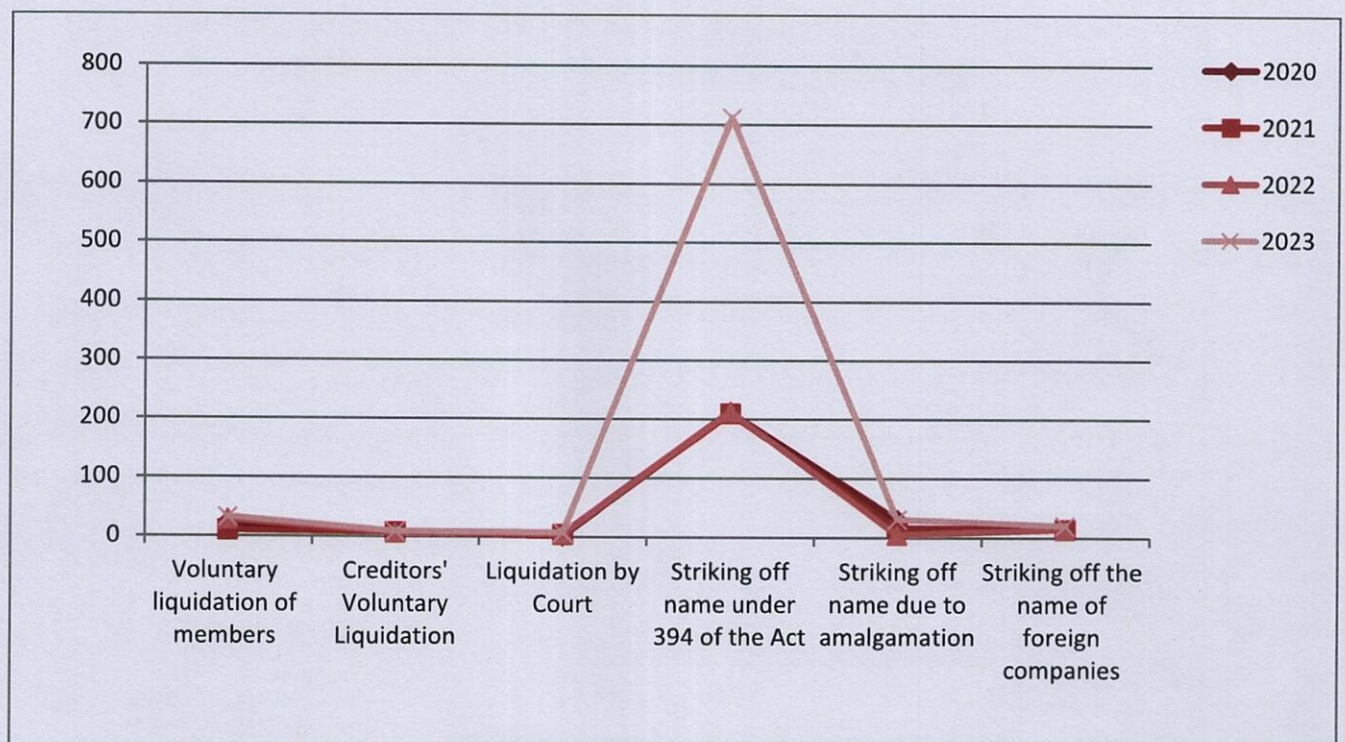
04. Issuance of documents related to the requests of the clients who come daily to check the Struck off names of the companies.

05. Striking off names is currently being done online.

06. Further, even after affidavits are given to strike off the name, if the company still needs to be maintained after the process, taking affidavits from the companies and proceeding to cancel the orders to Strike off the name.

Number of dissolved and canceled companies (upto 31.12.2023)

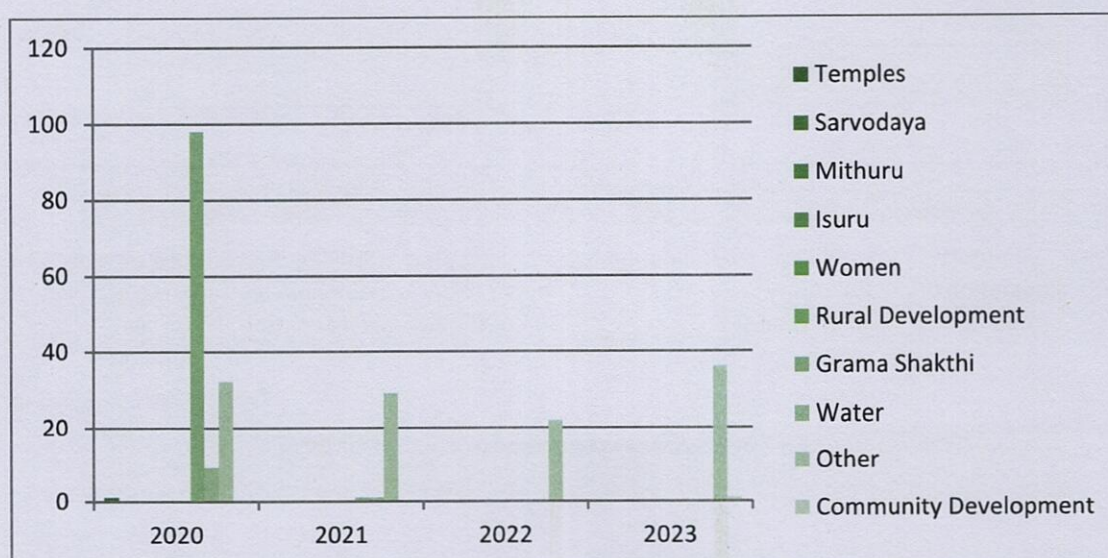
	2020	2021	2022	2023
Voluntary liquidation of members	21	09	27	31
Creditors' Voluntary Liquidation	05	06	05	7
Liquidation by Court	01	03	04	6
Striking off name under 394 of the Act	210	209	212	711
Striking off name due to amalgamation	29	15	4	30
Striking off the name of foreign companies	0	13	13	19
Total	266	255	265	804



v. Registration of Societies

Under the Societies Ordinance(Chapter 123), societies and companies of more than 08 officers can be registered. Registration, Regulating and maintenance of Companies are carried out through this division. The total number of societies registered as of 31.12.2023 is 16,233.

Society type	2017	2018	2019	2020	2021	2022	2023
Temples	16	18	06	01	-	-	-
Sarvodaya	-	-	-	-	-	-	-
Mithuru	48	09	-	-	-	-	-
Development							
Isuru	-	-	-	-	-	-	-
Development							
Women's	-	-	-	-	-	-	-
Societies							
Rural	-	-	-	-	-	-	-
development							
Gramashakti	-	1037	2431	98	01	-	-
Water	-	-	-	09	01	-	-
Other	15	22	18	32	29	22	36
(Welfare)							
Community	-				-	-	01
Development							
To be	-	-	-	-	01	-	-
registered							
Total	79	1086	2455	140	32	22	37

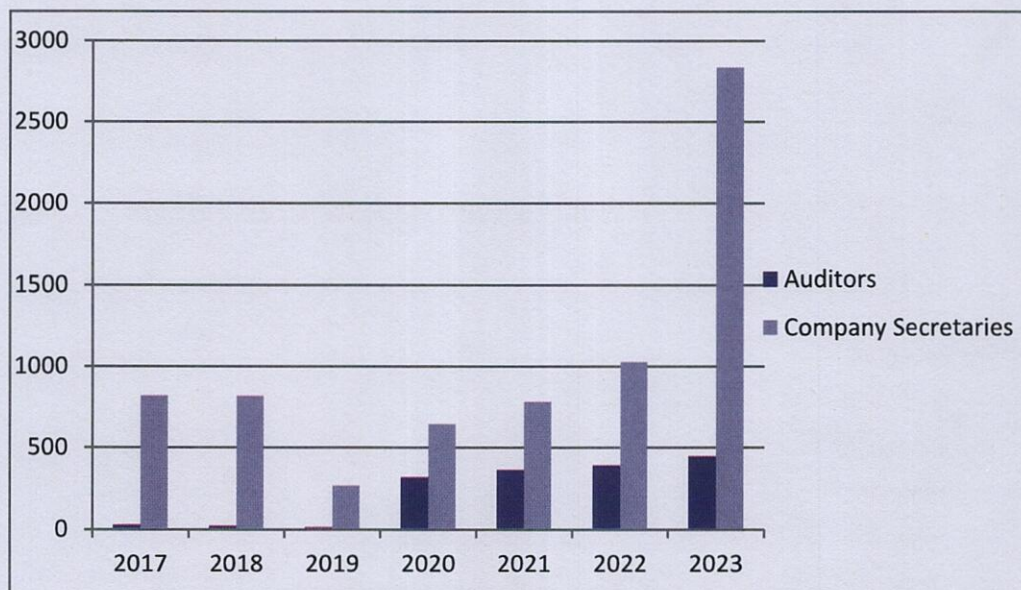


vi. Registration of Company Secretaries and Auditors Division

Registration of applicants who meet the relevant qualifications under the Regulations on Company Secretaries 2023 as company secretaries and the registration of applicants who fulfill the relevant qualifications under the Company Auditors Orders of 1964 as auditors are carried out through this Division. As of 31.12.2023, 2,832 company secretaries and 445 auditors have been registered.

Registration of Company Secretaries and Auditors

Year	Auditors	Company Secretaries
2017	26	817
2018	20	815
2019	11	264
2020	315	641
2021	359	779
2022	388	1026
2023	445	2832

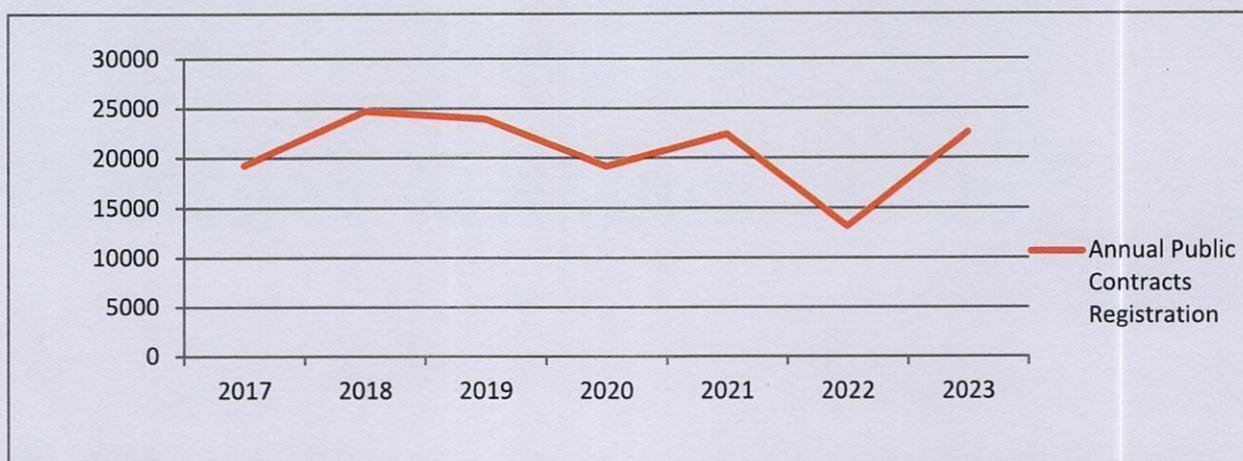


ix. Public Contract (Tender) Division

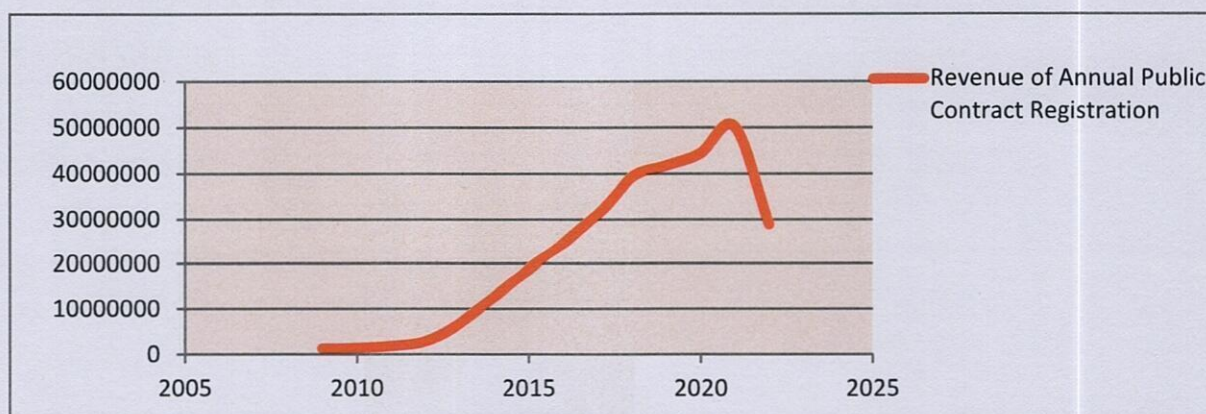
Examination of applications received under the Public Contracts Act No. 03 of 1987 for contracts exceeding Rs.05 million and registration, renewal on behalf of a tenderer or as an agent, sub-agent, representative or nominee and registration and renewal of contracts under the Public Contracts Act are done by this division.

Year	Amount	Income(Rs.)
2017	19,275	31,174,500.00
2018	24,743	39,502,500.00
2019	23,962	41,895,000.00
2020	19,233	44,608,336.00
2021	22,445	50,344,000.00
2022	13,216	29,066,000.00
2023	22,632	49,894,000.00

Registration of public contracts



Revenue of Annual public contract Registration (Rs.)



viii. Record Room and Inspection Hall

The Record Room keeps the file documents related to companies and societies safely and issue them to officials and the public under supervision in case of need, and receive those files properly. After payment of fees, space is provided in the inspection hall for the public to inspect company files and society files under departmental supervision in person. The need to computerize the department's processes is unique to the Record Room, as the numbers of files in the Record Room have been daily increasing exponentially.

ix. Companies Prosecution Branch

Companies Prosecution Officers have been assigned for the functioning of this division. Role of the division is as follows:

- Prosecuting against the companies and directors who act contrarily to the Companies Act, on the Orders of the Registrar General of Companies and appearing before the court on behalf of the Registrar General of Companies in the cases so filled.
- Appearing as a representative for the Registrar General of Companies for the cases pending before the court.
- Visit the companies on the Orders of the Registrar General of Companies and carry out on-site inspections
- Assisting in providing required documents to other Government Institutions and for investigations and make statements on the orders of the Registrar General of Companies.

x. Administrative Division

The administrative work of the department is carried out in an orderly and proper manner by this division and its supervision is done by the Deputy Registrar of Companies.

xi. Accounts Division

Financial and audit affairs of the department are carried out by this division and it is done under the supervision of the Chief Accountant.

xii. Internal Audit Division

This division was established in the department in 2016 to carry out audit activities related to the formalization of internal control systems and its activities are carried out under the supervision of a Grade I Accountant.

xiii. Postal Division

This division accepts the documents received to the department and forwards them to the relevant divisions and deals with the documents sent out of the department.

xiv. Information Technology Division and Consumer Affairs Division

The Information Technology Division can be introduced as one of the key divisions that play a unique role among the main divisions of the Department of Registrar of Companies. The wide expansion of the role of this department began with the introduction of the online computer process or "e RoC Online Process" instead of the existed file-based manual process of registration of companies covering the entire island, which is the main objective of the department. This unique process was first introduced in April 2018. With the introduction of this process, several measures were taken by the Information Technology Division such as to identify the practical weaknesses seen in the system so far and to provide prompt solutions to them and to make this company registration process an efficient and effective client oriented process within a very short period of time. Among the steps taken, some of the unique steps have been sited below.

- Introduction of a User Friendly process.
- Minimizing the time taken for company registration process as much as possible.
- Facilitating the payment of relevant fees through the online methods.

- Ability to prepare system generated applications and respective forms by using the data entered into the computer by themselves instead of user prepared applications.
- Clients can get information about the companies they have registered by using their user login details at any time and at any place through online method.
- Clients who reach the Department of Registrar of Companies for registration purposes have been provided with the chance to use computers usage facilities in the Information Technology division.
- Arrangements have been made to provide information and advice on the e RoC Online Process when necessary.
- This division has also made arrangements to provide technical advice to customers where found necessary.
- Consumer awareness workshops will be held from time to time.

However, due to several positions being vacant in the department such as the post of Director of the Sri Lanka Information and Communication Technology Service, 03 Information and Communication Technology Officer Positions and 04 Information and Communication Technology Assistant positions, continuation of the e RoC Online Process has been a tough challenge.

1.7 Companies Fund

The Companies Fund has been established under Section 479 of the Companies Act, No. 07 of 2007. The Fund shall be maintained as directed by the Secretary, Ministry of Finance, with the concurrence of the Registrar General of Companies. Two-thirds ($\frac{2}{3}$) every fee or charge prescribed, imposed or levied by the Registrar General of Companies under this Act shall be credited into the Companies Fund. In the exercise of powers under this Act, any expenditure incurred by the Registrar General of Companies can be paid by this fund upon the approval of the Secretary to the Ministry.

02. Progress and Vision

2.1 Special Achievements

- Winning the both awards "Winner of the Best Managed Government project" and "Overall Best Managed Government Project with National Significance" at the 6th the National Project Management Excellence Awards organized by the Project Management Institute in 2023.
- Being able to gazette the Company (Secretaries) Regulations No. 01 of 2023 introducing a new set of regulations on company secretaries.
- In line with the above developments in the law, changed the module related to registration of company secretaries in the e-Roc system and implement a new module in order to facilitate company secretaries to register under the new Companies Act.
- Launching a special module through the e-Roc system to encourage offshore company investors who start business at the Port City under the Colombo Port City Economic Commission Act.
- Being able to conduct training sessions within the stipulated time frames to train the staff as per the performance agreement made between the Ministry of Industries and the Department of the Registrar of Companies.

2.2 Challenges

- ❖ With the gradual recovery of the country's economy, about 20,000 new companies are newly established annually. Thus, despite the increase in the number of companies, it has become a problem to provide efficient and quick services to the increasing number of companies due to the lack of numerical increase in departmental staff.

- ❖ 48 posts are falling vacant out of the approved departmental staff of 184 officers. That is, it has become difficult to manage the work of the department due to the fact that nearly one-fourth of the staff positions are vacant.
- ❖ The e-RoC project should be continuously updated and maintained. The equipment and services needed there should be obtained quickly and with high quality and they have a high market value. In order to maintain the e-RoC system optimally, the expenses incurred in obtaining the services and maintaining the same shall be borne according to the prescribed regulations and terms of the Government. Thus, it is a huge challenge to meet the needs of high-quality and expensive services that need to be met immediately due to cost constraints and the unavoidable time required for processing in taking measures as per the Government rules and regulations.
- ❖ Under the e-RoC system, the main services of the department are provided completely through the online system and therefore, an Information Technology division has been established to regulate and keep the process up-to-date. A staff consisting of a Director of the Information and Communication Technology Service, two Assistant Directors, 03 Information and Communication Technology Officers and 06 Information and Communication Technology Assistants has been approved for that division. But only 02 Information and Communication Technology Assistant Officers are working in this department, which provides all services through a computerized system, and all the remaining posts in that department are fallen vacant. Therefore, the department has to completely depend on the organization that got the contract to develop this system in order to obtain advice for IT services that are constantly needed, and it has become a challenge for the department to work independently.
- ❖ Having a group of people who don't want to adapt to technology and moving forward successfully with their negative ideas and actions is a challenge before us.
- ❖ Although it is the government policy to integrate the other Government institutions with the e-RoC system, the integration has become difficult due to the fact that those institutions have not yet developed to the level of being

able to connect with this system and the reluctance of some institutions to do so.

2.3 Future Plans

❖ Introducing Electronic Signature

As per the existing system, clients have to enter relevant data to the system and obtain a hard copy of the same and then place their signature and have it scanned and then upload to the system. It is a process with several processes and it takes time and money. Therefore, we expect to introduce the Electronic Signature system in the coming year, so that the clients can use the relevant software without downloading the documents and uploading their signature into the system of the department. This will make it more simple and convenient for the clients to avail our services.

❖ Simplification of Incorporation Process

Currently, 03 or more forms are used to incorporate a company. It is expected that all the information presented by those 03 forms will be presented in one form and thus it is our goal to further simplify company incorporation and thereby bringing it to a higher level in the index of making ease of doing business.

❖ Name Approval Simplification

After receiving a request for approval of the name, it is checked by the officials of this department at two levels and then approval is given. We have planned to adopt a method for checking and granting approval for the same through the system itself.

❖ Registration of offshore companies with investors coming to the Port City Development Commission

It is also expected to work directly with the Port City Development Commission to register the investors who reach there. The aim is to develop our system as needed and provide opportunities for investors to register as offshore companies in our system directly through the Port City Development Commission.

❖ **Introduction of the process of verifying the National Identity Card**

It is also our goal to work together with the Department of Registration of Persons to immediately check whether the National Identity Card number entered by the directors, secretaries and shareholders of companies entering information into the e-RoC system is correct and whether the information provided is correct.

❖ **Increasing the approved Cadre of the department and filling the existing vacancies**

The department has finally been approved for full staff increase in the year 2016. As of 2023.12.31 (188,309), the number of active companies is nearly double the number of active companies in 2016 (86,309) and accordingly, the workload of the department has increased. The staff has not been increased compared to the workload of the department. It is observed that especially the cadre of staff grade officers is not sufficient at all. Therefore, we aim to increase the staff in the coming year and it is our goal to complete the existing vacancies and face the future challenges with an optimal staff.

❖ **System Development of Beneficial Ownership**

Prevention of money laundering and financial terrorism is among the goals of this year and a separate division has been established for this purpose and the officers currently in the department have been deployed as staff on an acting basis with this section.

❖ **Providing an attractive service to end investors and generate high trade volume thereby strengthening the economy of the country.**


Sanjeewa Dissanayake

Registrar General of Companies

SANJEWA DISSANAYAKE
Registrar General of Companies
Department of the Registrar of Companies
"Samagam Medura",
400, D. R. Wijewardana Mawatha,
Colombo - 10.

Companies Fund Established In terms of Companies Act No 07 of 2007
Statement of Financial Position as at 31.12.2023

	Notes	2023.12.31 (Rs.)	2022.12.31 (Rs.)
Assets			
Current Assets			
Cash and Cash Equivalents	10	160,084,718	25,290,038
Receivable Income	11	12,377,435	7,110,404
Stationary Stock	12	188,2615	2,913,882
Upcoming Payments	13	541,408	986,298
Guarantee deposit from the Security Services		25,000	25,000
Investment - Treasury Bonds	14	299,999,934	59,999,941
Receivable Treasury Bonds Interest	15	76,536,527	49,624,987
Receivable Treasury Bills Interest	16	222,528	5,887,895
amount to be offset from DST	17	1,420,225	975,729
Advance		100,000	
		553,190,388	152,814,172
Non-Current Assets			
Investment on Shares		90,275,000	90,275,000
Plant, Property & Equipment	18	1,092,628,679	1,097,729,499
Continuing Work Account	19	81,912,416	64,488,381
Advance Payment to DST	20	4,588,373,125	4,771,729,297
Investment- Treasury Bond	21	2,588,063,234	1,927,103,803
Investment- Treasury Bills (Liquid)	22	54,569,661	68,665,551
		8,495,822,116	8,019,991,531
Total Assets		9,049,012,504	8,172,805,703
Liabilities			
Current Liabilities			
DST amount to be paid	23	2,840,449	1,951,467
IRC VAT payable	24	1,308,202	889,556
Interest payable- Liquidation	25	33,462,262	24,747,782
Accrued Expenditure	26	23,501,607	8,372,826
General Deposit Account	27	616,870	69,745
Liquidator's Deposits	28	85,053,728	50,351,526
		146,783,117	86,382,902
Non-Current Liabilities			
Total Liabilities		146,783,117	86,382,902
Net Assets		8,902,229,387	8,086,422,801
Net Assets / Equity			
Accumulated Surplus / Deficit	29	8,902,229,387	8,086,422,801
Total Net Assets / Equity		8,902,229,387	8,086,422,801

Companies Fund -
Financial Performance Statement for the year ended
31.12.2023

	Notes	2023	2022	2021
Revenue				
Receipts of the Registrar General of Companies	1	733,421,344.79	512,656,180.06	478,671,525.39
Other Revenues		282,191,592.95	207,057,026.38	70,974,635.20
Interest of treasury bonds	2	261,009,419.59	186,520,882.54	58,931,580.68
Interest of treasury bills	3	8,056,191.74	8,287,904.77	344,278.52
Rent from Building	4	13,080,000.00	12,120,000.00	11,160,000.00
Other Revenues	5	45,981.62	128,239.08	538,776.00
Total Revenue		1,015,612,937.75	719,713,206.44	549,646,160.59
Expenditure				
Salaries, Wages and Employee Benefits	6	(8,424,059.30)	(8,709,395.78)	(6,736,719.92)
Supplies and Consumables	7	(148,837,757.41)	(119,431,217.30)	(114,190,576.29)
Depreciation	8	(8,968,088.24)	(10,089,685.16)	(10,220,278.38)
Other Expenditure	9	(3,874.90)	(1,486.98)	
Total Expenditure		(166,233,779.85)	(138,231,785.22)	(131,147,574.59)
Surplus		849,379,157.90	581,481,421.22	418,498,586.00

Companies Fund established under the Provision of Companies Act No.07 of 2007
Receipt and Payment Statement for the year ended 31.12.2023

	Rs	Rs
Opening Balance of the Cash book		
Balance of the account numbered 100153298050		18,856,280.37
Balance of the account numbered 100113298052		6,433,757.27
<u>Add : Cash Receipts during the Year</u>		
Receipts of Registrar of Companies (Cash, Cheque) - 143100153298050	14,692,953.05	
Receipts of Registrar of Companies (Internet – Sampath Bank)	403,161,632.11	
Receipts of Registrar of Companies (Internet – Nation Trust Bank)	75,898,670.68	
Receipts of Registrar of Companies (Bank of Ceylon)	776,218,656.25	
Receipts of Registrar of Companies (Direct Receipts)	-	
Receipts of Public Contracts (VAT)	-	
Advance Recovery from Deputy Secretary to Treasury	182,911,676.82	
Receipts of Money Orders	8,0076.50	
Rent from buildings	11,990,000.00	
Receipts to the liquidation account	34,721,201.67	
Interest on Treasury bonds(Company Liquidation Account)	9,214,519.50	
Receipts after being matured treasury bills (Company Liquidation Account)	12,427,000.00	
Interest on Treasury bonds	309,670,382.50	
Amount Received on maturity of Treasury bills	73,721,500.00	
Amount Received on maturity of Treasury bonds	71,018,000.00	
Other Deposits	642,589.00	
Other Revenues	45,430.00	1,976,414,288.08
		2,001,704,325.72
<u>Less: Cash Payments during the Year</u>		
Overtime and Holiday payments	3,703,367.79	
Travelling Expenses – Local	253,122.00	
Travelling Expenses – Foreign	108,668.56	
Stationary and Office Necessities	2,440,420.70	
Fuel	4,258,975.50	
Uniforms	85,670.00	
Medical Supplies	13,988.00	
Other (1205)	579,650.00	
Vehicle Maintenance	937,476.24	
Plant and Equipment (Maintenance)	5,097,981.77	
Buildings (Maintenance)	918,971.45	
Transportation Expenses	3,132,575.00	
Postal and Communications	16,007,758.22	
Electricity and Water	23,510,680.22	
Amount of Rate	2,116,800.00	
Other Expenses (1409)	79,413,553.71	
Plant and Equipment – Advancement	-	

Vehicle Upgrade	1,066,645.91	
Furniture and Office equipment	162,535.00	
Plant and Equipment	1,032,887.50	
Training and Skills Development	734,905.00	
Restructuring	17,424,034.92	
Payments to the Deputy Secretary to Treasury - To head 20.03.02.10	4,438,266.77	
Payments to the Deputy Secretary to Treasury - To head 20.03.02.10.SB	116,454,965.48	
Payments to the Deputy Secretary to Treasury - To head 20.03.02.10.NTB	21,982,484.25	
Payments to the Deputy Secretary to Treasury - To head 20.03.02.10.BOC	223,409,238.04	
Stamp duty	-	
Advance	100,000.00	
VAT	17,234,430.41	
Payments to Com. Gen. of I. R. - VAT	154,840,752.84	
Treasury Bills Bonds Investment	1,139,995,838.39	
Treasury Bills Bonds Investment (Company Liquidation account)	-	
Payment from liquidation account	19,000.00	
Payback from the Revenue	48,500.00	
Pay back from Deposits	95,464.00	1,841,619,607.67
Closing Balance of the Cash book	97,307,239.51	
Balance of the Account Numbered 100153298050	62,777,478.44	160,084,717.95
Balance of the Account Numbered 100113298052		2,001,704,325.73

Companies Fund - Cash Flow Statement (indirect)
Cash Flow Statement for the year ended 31.12.2023

	Rs	Rs
<u>Cash flows from Operating Activities</u>		
Surplus of the Income Expenditure Account		849,379,158
<u>Adjustments</u>		
Depreciations	8,968,088	
Interest Income	(269,065,611)	
Adjustments made to the previous year	(1,581,275)	
Gains on sale of fixed assets	(2,130)	
Losses on sale of fixed assets	10,149	
Recalculation loss	3,875	
		(261,666,905)
		587,712,253
<u>Changes in Working Capital</u>		
Advance Payments	(444,889)	
Amount to be offset from DST	(444,496)	
Receivable Income	(5,267,031)	
VAT payable to IRC	418,646	
Accrued Expenditure	15,128,781	
General Deposit Account	547,125	
Stationery	1,031,267	
Advances	(100,000)	
Advances to DST	888,982	12,648,164
Net Cash Flow from Operating Activities		600,360,417
<u>Cash Flows from Investment Activities</u>		
Cash on Maturity of Treasury Bonds	157,166,500	
Investment on Treasury Bonds/ Bills	(1,139,995,838)	
Purchasing of Fixed Assets	(19,686,103)	
Advances to DST	183,356,172	
Gains on sale of fixed assets	6,430	
Liquidation Account Received	34,721,202	
Payment to depositors	(19,000)	
Interest Received	318,884,902	
Net Cash Flow from Investment Activities		(465,565,736)
Net Increase in Cash and Cash Equivalents		134,794,680
Cash Balance as at 01.01.2023	25,290,038	
Cash Balance as at 31.12.2023	160,084,718	
		134,794,680

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

Revised Budget Allocations 2023 Rs.	Note	Actual	
		2023 Rs.	2022 Rs.
-	Revenue Receipts	416,480,755	157,198,963
-	Income Tax	1	-
-	Taxes on Domestic Goods & Services	2	-
-	Taxes on International Trade	3	-
287,000,000	Non Tax Revenue & Others	4	-
-	Total Revenue Receipts (A)	416,480,755	157,198,963
-	Non Revenue Receipts	-	-
-	Treasury Imprests	162,958,000	-
-	Deposits	38,475	55,644
4,500,000	Advance Accounts	10,595,306	9,534,409
-	Other Main Ledger Receipts	-	-
-	Total Non Revenue Receipts (B)	173,591,781	9,590,053
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)	590,072,536	166,789,016
-	Settlement of Advances by Treasury	182,911,677	-
-	Remittance to the Treasury (D)	232,440,238	77,030,423
-	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)	174,720,621	89,758,593
-	Less: Expenditure	-	-
-	Recurrent Expenditure	-	-
90,100,000	Wages, Salaries & Other Employment Benefits	5	77,069,901
-	Other Goods & Services	6	-
1,200,000	Subsidies, Grants and Transfers	7	663,891
-	Interest Payments	8	-
-	Other Recurrent Expenditure	9	88,230,000
-	Total Recurrent Expenditure (F)	165,963,792	76,660,843
-	Capital Expenditure	-	-
-	Rehabilitation & Improvement of Capital Assets	10	-
-	Acquisition of Capital Assets	11	-
-	Capital Transfers	12	-
-	Acquisition of Financial Assets	13	-
-	Capacity Building	14	-
-	Other Capital Expenditure	15	-
-	Total Capital Expenditure (G)	-	-
-	Deposit Payments	38,475	55,644
8,000,000	Advance Payments	10,935,431	8,358,506
-	Other Main Ledger Payments	-	-
-	Total Main Ledger Expenditure (H)	10,973,906	8,414,150
-	Total Expenditure I = (F+G+H)	176,937,698	85,074,993
-	Balance as at 31st December J = (E-I)	(2,217,077)	4,683,600
-	Balance as per the Imprest Adjustment Statement	(2,217,077)	4,683,600
-	Imprest Balance as at 31st December	-	-

Statement of Financial Position
As at 31st December 2023

		Actual	
	Note	2023	2022
		Rs	Rs
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	-	-
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	21,928,650	21,584,525
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		21,928,650	21,584,525
<u>Net Assets / Equity</u>			
Net Worth to Treasury		21,928,650	21,584,525
Property, Plant & Equipment Reserve		-	-
Rent and Work Advance Reserve	ACA-5(b)		
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	-	-
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		21,928,650	21,584,525

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from01..... to 29 and Annexures to accounts presented in pages from 30 to 37..... 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.

J.M. Thilaka Jayasundara
Chief Accounting Officer
Name : J. M. Thilaka Jayasundara
Designation : Secretary
Date : 2024/02/26

Sanjeewa Dissanayake
Accounting Officer
Name : Sanjeewa Dissanayake
Designation : Registrar General of Companies
Date :

SANJEEWA DISSANAYAKE
Registrar General of Companies
Department of the Registrar of Companies
"Samagam Medura",
400, D. R. Wijewardana Mawatha,
Colombo-10.

B. A. R. N. Balasooriya
Chief Accountant/
Name : B. A. R. N. Balasooriya
Date : 2024.02.27

B. A. R. N. BALASOORIYA
Chief Accountant
Department of The Registrar of Companies
"Samagam Medura"
No. 400, D. R. Wijewardana Mawatha,
Colombo - 10.

J.M. Thilaka Jayasundara
Secretary
Ministry of Industries
73/1, Galle Road, Colombo 03.

**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	416,478,955	157,198,963
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	4,198,450	4,866,837
Imprest Received	162,958,000	-
Recoveries from Advance	5,671,545	6,886,140
Deposit Received	38,475	55,644
Total Cash generated from Operations (A)	589,345,424	169,007,584
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	77,069,901	75,778,945
Subsidies & Transfer Payments	663,891	881,898
Expenditure incurred on behalf of Other Heads	-	8,878,453
Imprest Settlement to Treasury	232,440,238	77,030,423
Advance Payments	7,991,243	6,382,221
Deposit Payments	38,475	55,644
Other recurring expenses (recovery of advances and refund of company tax)	271,141,677	-
Total Cash disbursed for Operations (B)	589,345,424	169,007,584
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	-	-
<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	-	-
Total Cash disbursed for Investing Activities (E)	-	-
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	-	-
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	-	-
<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	-	-

Statement of Revenue for the period ended 31st December 2023

ACA -1

Revenue Accounting Officer : Registrar General of Companies

Expenditure Head No : 297

Expenditure Head No : 297

Revenue Code	Revenue Title	Note	Revenue Estimate		Revenue Collection				Refund from Revenue			Rs.
			(1)		(2)				(4)			
			Original Estimate	Revised Estimate	Collected by Ministry/ Dept.	Collected by Other Ministries/ Depts. (SA-21)	Total	Collection of Arrears Revenue	By Cash	Error Corrections	Total	
1004.01.00	Total Corporate Tax (a)		1(i)	1(ii)	2(i)	2(ii)	2(iii)=2(i)+2(ii)	(3)	4(i)	4(ii)	4(iii)=4(i)+4(ii)	Net Revenue For the Period 2023
1003.07.08	Total Income Tax (a+b)											
2003.02.10	Company Registration Levy											
2003.02.12	Fees of Registrar of Companies	1	242,000,000	320,000,000	366,584,955	-	366,584,955	-	-	-	-	366,584,955
	Fees recovered under the Public Contract Act	2	45,000,000	50,000,000	49,894,000	-	49,894,000	-	-	-	-	49,894,000
	Revenue From Other Sources (b)		287,000,000	370,000,000	416,478,955	-	416,478,955	-	-	-	-	416,478,955
	Total Non - Tax Revenue & Other Revenue (a) + (b)		287,000,000	370,000,000	416,478,955	-	416,478,955	-	-	-	-	416,478,955
	Total Revenue (Note 1 - 4)		287,000,000	370,000,000	416,478,955	-	416,478,955	-	-	-	-	416,478,955

*Format should be amended including only the relevant revenue codes.

*Format should be amended including only the relevant revenue codes.

2024-02-27

Date

Signature and Name of Chief Financial Officer / Chief Accountant / Head of Finance

Signature, Name and Designation of Revenue Accounting Officer

B. A. R. N. BALASOORIYA

Chief Accountant

Department of The Registrar of Companies

"Samagam Medura"

No. 400, D. R. Wijewardana Mawatha,

Colombo - 10.

SANJEEWA DISSANAYAKE

Registrar General of Companies

Department of the Registrar of Companies

"Samagam Medura"

400, D. R. Wijewardana Mawatha,

Colombo - 10.

Expenditure Head No : 297

	Year 1	(2020)	Rs 3,424,700
	Year 2	(2021)	Rs 6,870,100
	Year 3	(2022)	Rs 14,821,200
Net Revenue collection for three preceding years			Rs.

[illegible]

2024.02.27

Date _____

Signature and Name of Chief Financial Officer /
Chief Accountant / Head of Finance

B. A. R. N. BALASOORIYA
Chief Accountant
Department of The Registrar of Companies
"Samangam Medura"
No. 400, D. R. Wijewardena Mawatha,

Signature of Revenue Accounting Officer
Name of Revenue Accounting Officer:

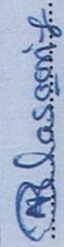
Designation of Revenue Accounting Officer:
SANJEEVA DISSANAYAKE
Registrar General of Companies
Department of the Registrar of Companies
"Samagam Medura",
No. 10, R. Wilewardana Mawatha

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

Ministry / Department / District Secretariat : Department of the Registrar of Companies

Expenditure Head No : 297

Programme Number given in Annual Estimates	Title of the Expenditure	Annual Budgetary Provision (1)	Supplementary Estimate Provision (2)	FR 66/69 Transfers (3)	Total Net Provision (4)=(1)+(2)+(3)	Total Expenditure (5)	Net Effect Savings / (Excesses) (6)=(4)-(5)
Programme (1)	(1) Recurrent	91,300,000	-	-	91,300,000	77,733,792	13,566,208
	(2) Capital						
	Sub Total	91,300,000	-	-	91,300,000	77,733,792	13,566,208
Programme (2)	(1) Recurrent	-	-	-	-	-	-
	(2) Capital						
	Sub Total	-	-	-	-	-	-
	Grand Total	91,300,000	-	-	91,300,000	77,733,792	13,566,208


 Chief Financial Officer / Chief Accountant/Director (Finance)/
 Commissioner (Finance)
 Date : 2024-02-27

B. A. R. N. BALASOORIYA
 Chief Accountant
 Department of The Registrar of Companies
 "Samagam Medura"
 No. 400, D. R. Wijewardena Mawatha,
 Colombo - 10.

Ministry / Department / District Secretariat :Department of the Registrar of Companies
Expenditure Head No. : 297

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 Treasury Books	
	1			2			3			4				
	Unsettled Sub Imprests	Unsettled Imprests (Excluding Unsettled Sub Imprests)	Total	Treasury	Other Sources	Total	Expenditure	Cash Remit to Treasury	Total	Unsettled Sub Imprest Balance	Unsettled Imprests	Total		
	1(i)	1(ii)	1(iii)	2(i)	2(ii)	2(iii)=2(i)+2(ii)	3(i)	3(ii)	3(iii)=3(i)+3(ii)	4(i)	4(ii)	4(iii)=4(i)+4(ii)	5=1(iii)+2(iii)-3(iii)	6
7002-0-125-0-23-0	0	0	0	162,958,000	612,850,042	775,808,042	543,367,804	232,440,238	775,808,042	-	-	-	-	4,490,331

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-

4,490,331

4,490,331

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.

Blaschke

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

Commissioner (Finance)

Date: 2024.02.27

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

B. A. R. N. BALASOORIYA

Chief Accountant

Department of The Registrar of Companies

"Samagam Medura"

No. 400. D. R. Wijewardena Mawatha,

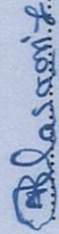
Colombo - 10.

Statement of Advance Accounts as at 31st December 2023

Ministry / Department / District Secretariat : Department of the Registrar of Companies

Expenditure Head No : 297

Expenditure Head No : 297										Rs.
Name of Advance Account	Advance Account Number	Balance as at 1st January 2023	Maximum Limits of Expenditure Rs.....		Minimum Limits of Receipts Rs.....		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		Credits during the year					
			(2)		(3)					
			In Cash	Through Cross Entries	In Cash	Through Cross Entries				
(1) Advance to Public Officers	8493-0-0-297	21,588,525	7,991,243	2,944,188	5,671,545	4,923,761	21,928,650	-	21,928,650	
(2) Other Advances										
(3) Miscellaneous Advances										



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

Date : 2024.02.27

B. A. R. N. BALASOORIYA

Chief Accountant

Department of The Registrar of Companies

"Sarnagam Medura"

No. 400, D. R. Wijewardena Mawatha,

Colombo - 10.

3.5 Performance of Revenue Collection

Revenue Head	Description of Revenue Code	Rs000, .			
		Revenue Estimate		Collected Revenue	
		Original Estimate	Final Estimate	Amount (Rs.)	Percentage of the final Revenue Estimate (%)
1003.07.08	Company Registration Levy	-	-	-	
2003.02.10	Charges of the Registrar of Companies	242,000	320,000	366,585	115%
2003.02.12	Charges levied under Public Contracts Act	45,000	50,000	49,894	99.8%

3.6 Performance of Utilizing allocated provisions Head297

Types of Provision	Allocated Provisions		Actual Expenditure	Provisions utilized as a percentage of completed final allocations
	Initial allocation	Final allocation		
Recurrent Capital	91,300	91,300	77,733.8	85%

Companies Fund

Types of Provision	Allocated Provisions		Actual Expenditure	Provisions utilized as a percentage of completed Final allocations
	Initial allocation	Final allocation		
Recurrent	164,140.8	159,859.5	142,579.7	89%
Capital	153,500	59,900	20,421	34%

3.7 Provisions granted to this department in terms of F.R 208

Rs000, .

Serial Number	Ministry/Department of which allocations were received	Purpose of the allocation	provisions		Actual expenditure	Provisions utilized as a percentage of final allocation
			Initial allocation	Final allocation		
	No	-	-	-	-	-

3.8 Performance of reporting non-financial

Rs. ,000

Assets code	Code description	Balance as per the Report of the Board of Survey as at 2020-12-31	Balance as per the Financial Position Report as at 2020-12-31	To be taken for audit queries	Reporting progress as a %
9151	Buildings & Structures	No			
9152	Machinery				
9153	lands				
9154	intangible assets				
9155	biological assets				
9160					
9180	work in progress				
	Leased assets				

- Fixed assets are not accounted under CIGA S system of accounting. This is accounted under the Companies Fund.

04. Performance indexes

4.1 Performance of the Institution

Specialized indexes	Increase of registration as a percentage		
	2022	2023	Increase as a percentage
Incorporation of companies	17,819	23,376	20.36
Registration of Company Secretaries	1,026	2,390	57.07
Registration of Company Auditors	388	388	0
Registration of public Contracts	13,216	22,632	41.60
Registration of charges	20,010	23,899	16.27

Registration of Companies as per years under the Companies Act No. 07 of 2007

Types of Companies	2016	2017	2018	2019	2020	2021	2022	2023
Private Limited Companies	8,003	9,413	11,123	11,034	13,350	18,066	17,403	21,798
Public Limited Companies	57	61	43	51	48	39	37	97
Companies Limited by Guarantee	48	43	160	71	56	125	238	306
Societies	140	148	59	177	152	183	126	129
Overseas Companies	41	42	41	30	13	20	15	13
Off-Shore Companies	0	0	0	0	0	0	0	33
General Listed Companies	2	1	0	0	0	0	0	0
Unlimited Companies		-	-	-	-	01	0	0
New Registered Companies	,8291	9,708	11,426	,11363	13,619	18,434	17,819	22,376
Number of Total Registered Companies	63,344	73,052	84,478	95,841	109,460	127,894	145,713	168,089
Re-registered Companies	3	2	3	3	0	0	0	0
Total Re-registered Companies	25,069	25,071	25,074	25,077	25,077	25,077	25,077	25,077
Total	88,404	98,123	109,552	120,918	134,537	152,971	170,790	193,166
Number of Name Removed Companies	214	388	473	485	266	255	265	804
Total Number of Name Removed Companies	2,095	2,483	2,956	3,441	3707,	3,962	4227	5,031
Total Nuber of active Companies	86,309	95,640	106,596	117,477	130,830	149,009	166,563	188,135

05. Performance in achieving Sustainable Development Goals (SDG).

5.1 Relevant Sustainable Development Goals identified

Target/ Goal	Target	Indicators of achievement	Progress of Achievements to Date (Percentage)		
			0-49	50-74	75-100
01 Eradication of poverty and hunger in every way.	Increase of number of registered companies	Society Registration Growth Percentage* (37 societies have been registered.)	40.5%	-	-
02. Securing sustainable and inclusive economic growth and full and productive employment. Ensuring everyone's right to do a decent job.	01 Increase of number of registered companies.	Society Registration Growth Percentage* (17819 new societies have been registered.)	20.36%	-	-
	02. Increasing number of registrations for public contracts.	Public Contracts Registration Growth Percentage**	41.60%	-	-

5.2 Achievements and challenges in achieving sustainable development goals

Sustainable Development Goals and Targets

Among the 17 objectives unveiled at the 70th General Assembly of the United Nations, 02 objectives related to our Department have been identified.

01. Eradication of poverty and hunger in every way.

This objective can be achieved by taking action aiming to improve the living conditions of the rural people having increased the number of societies registered in this Department. Many cooperative societies have been established with the aim of strengthening the economic status and improving the quality of life of the low-income families and rural people. Registration of these societies gives them legal status and makes their regulation easier. In this way, it can be confirmed that the relevant population of those societies will receive their benefits. Accordingly, increase of registration of self-employment promotion and lending societies such as Prabodha Development Societies, Mithuru Development Societies, Grama Shakthi and providing space for rural economic development can lead to the contribution of eradication of poverty. Despite the economic crisis, 37 societies have been registered in this year.

02. Securing sustainable inclusive economic growth and Securing full and productive employment. Protecting everyone's right to do a decent job.

Action would be taken to achieve this objective by promoting access opportunities, capabilities and facilities to services related to the establishment and continuation of companies aiming at the trade community. Increase of registration of companies for that, that is, increasing the registration of companies, organizations, public contracts and to expand the business sector, thereby securing economic growth and expanding the opportunity to secure the right to do a decent job.

Achievements

- ❖ The clients were also inconvenienced due to the current economic crisis and transportation difficulties. During this period, they can receive all the services provided by our Department from their own place without coming to our Department. This saved them time and money and made their business easier. This is a great achievement for our Department.
- ❖ Although the progress of registration of companies had decreased up to certain extent in the wake of economic difficulties which prevailed in the year 2022, 37 societies have been able to be registered in the year 2023 where the economy gradually returns to normalcy, in comparison with year 2022. It is a great achievement.
- ❖ Further, since the economy of the country gradually developed in the year 2023 in comparison with year 2022, increase of public contract registration is great achievement.

	2022	2023
Registration of Societies	22	37
Company Registration	24,327	32,252
Public Contract Registration	13,216	22,632

- ❖ Due to the provision of services through the online system, there has been a reduction in the use of paper, saving time and effort, and increasing efficiency and effectiveness.

Challengers

- ❖ All the activities of this Department are carried out through the online system, Due to the lack of internet facilities in all parts of the island, there are difficulties in receiving services to the public under the online system. It is for this reason that online registration of societies has been a low rate. Nevertheless, the clients facing such inconveniences are provided with facilities to come to the office and get services.
- ❖ With the gradual recovery of the country's economy, about 20,000 new companies are established annually. Thus, despite the increase in the number of companies, it has become a problem to provide efficient and quick service to the increasing number of companies due to the fact that the staff of the department has not increased numerically.

06. Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies
Senior	16	11	05
Tertiary	06	0	06
Secondary	130	97	33
Primary	32	28	04

6.2 Impact of the shortage of Human Resource for the performance of the Institution

This Department has been entrusted with the responsibility of providing attractive services to investors and creating a high business community thereby strengthening the country's economy and raising government revenue. In fulfilling the said task, the role of the Department is increasing day by day in relation to providing services to the private sector businesses that are growing day by day. There is a need for stable staff to efficiently fulfill the expanding role. However, the existence of a large number of vacancies in the staff is a difficulty and a hindrance in carrying out the duties.

Due to the fact that the staff of this Department, which directly contributes to strengthening the country's economy, remains vacant, effective and efficient service is hindered from being provided to clients. Furthermore, our efforts may be futile due to the inability of this Department, which is expected to increase the number of companies established in Sri Lanka, to provide the necessary services and consultations properly to the companies so established. Furthermore, clients lose confidence due to not being able to fulfill their needs on time.

Furthermore, due to the increase in staff vacancies, the currently attached staff has been assigned a heavy work load and the role of the existing staff is increasing due to the increase of the duties of this Department day by day. This causes our staff to become extremely busy and sometimes put under more pressure by being exposed to the complaints of clients due to not being able to carry out their work smoothly and efficiently.

With a view to accomplishing these tasks and providing high quality service to the clients, full service is provided through the online system and for the regulation of those activities, a staff comprising of a Director of Information and Communication Technology Service, Assistant Director, three officers of Information and Communication Technology Service and 06 IT assistants have been approved. Nevertheless, only 02 IT Assistant Officers are working in this sector and other posts are vacant.

Also, the post of Assistant Registrar General of Companies (Administration) and the post of Administrative Officer in this department have been vacant for a

considerable period of time, which has affected the efficiency of administrative decision-making and those activities.

Apart from this, the fact that 49 posts are vacant out of 163 approved staff has hindered the smooth functioning of the Department's administrative role and the e-RoC Project, and it has become a major crisis that we are facing.

6.3 Human Resource Development

Serial No.	Name of the Programme	Number of employees trained	Duration of the Programme	Total Investment (Rs.000)		Nature of the Programme (Local/Foreign)	Output/ Knowledge gained
				Local	Foreign		
01	Training on e-ROC system	All staff	19.07.2023	25,000/=	-	Local	Knowledge has been utilized .according to the nature of dut
02	Training on preparation and submission of Cabinet papers	02	31.07.2023-02.08.2023	19,000/=	-	Local	Knowledge has been utilized .according to the nature of duty
03	Training on e-ROC system	All staff	20.09.2023	34,660/=	-	Local	Knowledge has been utilized .according to the nature of duty
04	LLM Post Graduate Course	01 (Mr. Tharanga Panditha Sundara)		646,497/=	-	Local	Knowledge has been utilized .according to the nature of duty

Officers are trained with the aim of developing their subject knowledge and thereby increasing their efficiency by training the staff of the department related to their subject area. However, according to the National Budget Circular 01/2023 issued in relation to expenditure management, in providing local training opportunities, according to the Service Minutes, procurement procedures and circular provisions, It is stated that those training opportunities are provided only for the mandatory training that must be completed by the respective officers to meet their qualifications. Therefore, priority has been given to the course indicated under serial number 04 and for completing the relevant qualifications for promotion from grade II to grade 1 as per the Scheme of Recruitment applicable to that officer.

07 Compliance Report

No.	Requirement to be made applicable	Compliance Status (Complying/Not complying)	Brief explanation, if not complying	Correct decisions/action proposed for the prevention of non compliance in future
01	Following Financial Statements/Accounts have been submitted on due date			
1.1	Annual Financial Statements	Complying		
1.2	Advance Account of Public Officers	Complying		
1.3	Business and Production Advance Account (Commercial Advance Account)	Not applicable		
1.4	Stores Advance Account	Not applicable		
1.5	Special Advance Account	Not applicable		
1.6	Other - Company Funds Account	Complying		
02	Maintenance of Books and Registers (F.R. 445)			
2.1	Maintenance of fixed assets register with necessary updates as per the Public Administration Circular No.267/2018	Complying		
2.2	Updating and Maintenance of employee salary sheets/salary cards	Complying		
2.3	Updating and maintenance of the Audit Query Document.	Complying		
2.4	Maintenance of the Internal Audit Inquiry Document with necessary	Complying		

	updates.			
2.5	Preparation of all the monthly accounting summaries and submit the same to the General Treasury on due date. (CIGAS)	Complying		
2.6	Updating and maintenance of the cheque and Money Order Register	Complying		

2.7	Updating and maintenance of the Inventory Register	Complying		
2.8	Updating and maintenance of the Stock Register	Complying		
2.9	Updating and maintenance of the Register of Damage /Loss	Complying		
2.10	Updating and maintenance of the Liabilities Register	Complying		
2.11	Updating and maintenance of Counterfoil book registry (GA-N20) with necessary updates.	Complying		
03	Delegation of Functions for Financial Regulations (F.R.135)			
3.1	Powers of financial control have been delegated within the Institution	Complying		
3.2	The institution has been made aware on the delegation of financial powers within the institution.	Complying		
3.3	Powers have been delegated so that each transaction is approved under two or more officers.	Complying		

3.4	Adhering to the powers of the Accountants when using Government Wages Software package in terms of the Public Accounting Software No.17/2004 dated 2014.05.11.	Complying		
04	Preparation of Annual plans			
4.1	Preparation of Annual Action Plan	Complying		
4.2	Preparation of Annual Procurement Plan	Complying		
4.3	Preparation of Annual Internal Audit Plan	Complying		
4.4	Preparation of Annual Estimate and submission the same to the Department of National Budget on due date.	Complying		
4.5	Annual Cash Flow Statements have been submitted to the Department of Treasury Operations on due date.	Complying		
05	Audit Query			
5.1	All the Audit queries have been answered on due date recommended by the Auditor General.	Complying		
06	Internal Audit			
6.1	Preparation of Internal Audit plans at the beginning of the year as per F.R. 134(2) DMA/1-2019, having discussed with the Auditor General.	Complying		
6.2	Each audit report has been answered	Complying		

	within a period of one month.			
6.3	In terms of section 40(4) of the National Audit Act No.19 of 2018, copies of all internal audit queries have been submitted to the Management Audit Department.	Complying		
6.4	In terms of F.R.134 (3), copies of all internal audit reports have been forwarded to the Auditor General.	Complying		
07	Audit and Management Committees			
7.1	In terms of DMA Circular 1-2019, conducting at least 04 Audit and Management Committees during the relevant year.	Complying		
08	Assets Management			
8.1	In terms of chapter 07 of the Assets Management Circular No.01/2017, information relating to purchase of assets and disposal them has been submitted to the Comptroller General's Office.	Complying		
8.2	In terms of chapter 13 of the said circular, a suitable officer has been appointed to coordinate the implementation of the provisions of that circular and information relating to that officer has been reported to the Comptroller General's Office.	Complying		
8.3	In terms of Public Finance Circular No.05/2016, boards of surveys have been conducted and relevant reports have been handed over to the Auditor General.	Complying		
8.4	Excess, shortages and other recommendations pointed out by the	Complying		

	Board of Survey have been completed during the period mentioned in the Circular.			
8.5	Disposal of condemned Articles as per F.R. 772.	Complying		
09	Management of Vehicles			
9.1	Preparation of daily running charts and monthly summary reports for the pool vehicles and submit them to the Auditor General on due date.	Complying		
9.2	Disposal of condemned vehicles within a period of less than 06 months.	Complying		
9.3	Keeping log entries and maintaining them.	Complying		
9.4	Taking action in terms of F.R.103, 104, 109 and 110 relating to each vehicle accident.	Complying		
9.5	Re-inspection of fuel combustion in vehicles, in terms of the provisions of paragraph 3.1 in Public Administration Circular No.2016/30 dated 2016.12.29.	Complying		
9.6	Taking over the complete ownership of log books of lease vehicles once the lease period is over.	Not applicable		
10	Management of Bank Accounts			
10.1	Preparation of bank Statements, certification them and submission for Audit on due date.	Complying		

10.2	Settlement of inactive bank accounts brought forward in the reviewed year or the years before.	Complying		
10.3	Balances disclosed by bank statements and balances to be adjusted have been settled within a period of one month, in terms of FR.	Complying		
11	Utilization of provisions			
11.1	Expend the provisions allocated without exceeding their expenditure limit.	Complying		
11.2	In terms of F.R. 94(1), deposit the balance of the provisions remains at the end of the year after expending, without exceeding the limit.	Complying		
12	Advance Account of the Public Officers			
12.1	Compliance with the limits	Complying		
12.2	Making a time analysis on the outstanding loans.	Complying		
12.3	Settlement of outstanding loan balances of more than one year.	Not applicable		Pursuing action as per the Public Finance Circular No.01/2021 dated 29.05.2024
13	General Deposit Account			
13.1	Work in accordance with F.R.571 regarding Overdue deposits.	Complying		

13.2	Updating and maintaining control account for General deposit.	Complying		
14	Imprest Account			
14.1	The balance of the Cash book has been remitted to the Department of Treasury Operations at the end of the reviewed year.	Complying		
14.2	Settle Ad hoc sub imprest issued under F.R. 371 within a month of completion such task.	Complying		
14.3	Ad hoc sub imprest has been issued in terms of F.R. 371, without exceeding the approved limit.	Complying		
14.4	Adjust the balance of the imprest account with the treasury books.	Complying		
15	Revenue Account			
15.1	Re-payments have been done from collected revenue in accordance with the relevant regulations.	Complying		
15.2	Directly deposit the collected revenue without being credited to the deposit account.	Complying		
15.3	Submission of the arrears revenue reports to the Auditor General as per F.R. 176	Complying		
16	Human Resources Management			

16.1	Performing office functioning with a limited staff.	Complying		
16.2	Granting a duty list in writing for each of the employee of the office.	Complying	Duty lists have been given for all staff grade officers and officers in Admin and Accounts Divisions. Officers in Company Divisions perform duties through the online system	
16.3	In terms of MSD Circular No. 04/2017 dated 2017.09.20, all reports have been submitted to the Department of Management Services.	Complying		
17	Providing information to the general public			
17.1	Appointing an Information Officer in terms of the regulations of the Right to Information Act maintenance of an information document with necessary updates.	Complying		
17.2	Information about the organization has been published in	Complying		

	its website and through alternative channels facilities have been made the public to comment / complain about the organization.			
17.3	Submission of reports in once or twice a year in terms of sections 08 and 10 of the Right to Information Act.	Complying		
18	Implementation of the Citizens' Charter			
18.1	Make a Citizen's/Client Service Charter in terms of the Public Administration Circular Nos. 05/2018 and 05/2018(1).	Complying		
18.2	A methodology has been prepared by the institution to monitor and evaluate the preparation and implementation process of the Citizen's/ Client Service Charter, in terms of paragraph 2.3 of the said circular.	Complying		
19	Preparation of the Human Resources Plan			
19.1	Human Resources Plan has been prepared based on the specimen in Annex 02 of the Public Administration Circular No. 02/2018 dated 2018.01.24.	Complying		
19.2	Ensure training opportunities not less than 12 hours in each year for each employee in the above mentioned human resource plan.	Complying		
19.3	Signing of annual performance agreements for the entire staff, subject to the specimen referred to	Complying	Not applicable as per 2/2018(1)	

	at Annex 01 of the above circular.			
19.4	Appointment of a Senior officer, in terms of paragraph 6.5 of the above circular, having vested with the responsibility of the preparation of the Human Resources Development plan and implementation of capacity building programmes.	Complying		
20	Responding to Audit paragraphs			
20.1	Rectifying the defects pointed out in the paragraphs of the report issued by the Auditor General.	Complying		