



National Apprentices and Industrial Training Authority

Annual Report 2014





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Forward

The National Apprentice and Industrial Training Authority (NAITA) has been established under part II of the Tertiary and Vocational Education Act No. 20 of 1990 as the successor to the National Apprenticeship Board (NAB) incorporated under the National Apprenticeship Act No. 49 of 1971 and has been imprinted its identity for 43 years by extending responsibilities and services and the authority renders a great service in the field of Vocational Training.

Combining personal skills with the work environment, the apprentices who are trained under the theme “a knight” for the work place, establish the identity of the National Apprentice and Industrial Training Authority in the field of Vocational Training.

Further, by achieving our targets and objectives every year, youths are provided opportunities to get vocational education in a systematic manner through our knowledge and experience.

This annual report reflects the performance achieved by the NAITA during the year 2014. Despite constraints and performing under a competitive environment, NAITA through its objectives has been able to cater to the needs of the society. Therefore, unquestionably it is noteworthy that when completing the tasks, commitment of the staff, support of the public and private sector were provided.

I take this opportunity to thank the Board of Management for its guidance, the support extended by the staff who worked hard and for the governmental and non-governmental organizations which provided training opportunities for trainees.

Chandana Arunadewa Silva
Chairman
National Apprentice and Industrial Training Authority



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Preface

In the terms of Section 14 of the Financial Act No. 38 of 1971, the Authority is required to prepare the Annual Report.

This report contains three sections, information regarding the performance of training programs, development programs related to training and other related activities, the summary of annual accounts and the Auditor General's Report.

The Annual Report 2014 has been prepared based on the information provided by Managers of 25 District Offices and the Heads of National Institutes and Head of Department of each Division in the Head Office. This report has been prepared by analyzing and summarizing the information, so provided.

Planning and Monitoring Division

2014





History

1. The National Apprenticeship Board with the government involvement has been established under the National Apprenticeship Act No. 49 of 1971, as a remedy for the youth unrest experienced around 43 years ago in Sri Lanka. With the support of United Nations Development Programme and the International Labour Organization activities such as development of lesson modules relating to Apprenticeship Training, constituting standards for Training Programmes, preparing guidelines relevant to Distance Education and awarding Skilled certificates were implemented through the National Apprenticeship Board.
2. In 1983, Apprenticeship Training Institute has been established with the financial assistance of German Federal government as the first National Training Institute at No.581, Galle Road, Katubedda. In 1985, with the collaboration of United Nations Development Programme and International Labour Organization the second National Training Institute has been established as Technician Training Institute at 18th Mile post, Temple Road, Katunayaka.
3. In the year 1989, with the assistance of Japanese Government, Automobile Training Institute has been established as the third National Training Institute at No.07, Dr. Danister De Silva Mw., Orugodawaththa, Wellampitiya.
4. In order to enhance the capacity of the institute, National Apprenticeship and Industrial Training Authority has been established under part II of the Tertiary and Vocational Education Act No.20 of 1990.
5. Afterwards, the management of the National Apprenticeship and Industrial Training Authority was decentralized to Provincial offices and it was furthered to District Offices and Cluster Offices gradually.
6. By the year 2014, the management and the training process of National Apprenticeship and Industrial Training Authority extended its services through 25 district offices shattered through 25 districts of the country.
7. According to the Tertiary Education Act, in house training is provided to higher diploma conducted by an Engineering Degree Awarding Institute and Tertiary Educational Institutes.
8. The foundation stone was laid for the fourth National Training Center to be opened with financial assistance of German Republic and KfW institutes in Kilonochchi on 04th December, 2014.
9. Six months job training for those who accomplished in-house training in other vocational training institutes is provided by the Authority from the year 2014. This training is aimed at creating facilities to obtain practical training to vocational trade trainees accomplished courses in Technical Universities, Vocational Training Authority of Sri Lanka, National Youth Services Council and other approved government/private institutes in the industrial sector.



Introduction

Legal Structure

The National Apprenticeship and Industrial Training Authority has been established under part II of the Tertiary and Vocational Education Act No.20 of 1990 as the successor to the National Apprenticeship Board (NAB) that incorporated under the National Apprenticeship Act No. 49 of 1971.

By successfully accomplishing duties vested to authority, it is aged 43 years by now and it's worthy to brief on members who stood behind the long journey in the field of Vocational Training from the year 1971 up to 2014.

1. Training Division

The Training Division comprised with Recruitment Division, Training Division, In-Plant Training Division, Career Guidance Division functions in all 25 districts of the country in planning out training activities, inspection, co-ordination and maintaining.

2. Administration Division

Administration Division is comprised with main divisions such as the Recruitment Division, Transport Division, Construction and Maintenance Division, Legal Division, Staff Development Division and provides a strong foundation for the future endeavors by efficiently consuming and managing physical and human resources.

3. Finance Division

This is consisted of Procurement Division, Stores Division, Payments Division, Salary Division and Book Keeping Division and the annual budget is prepared by the Planning Division according to the Action and Cooperate Plan which drives the institute forward in a lively manner.

4. Quality Division

This Division is made by Curriculum Development Division, Quality Management Division, National Vocational Qualification Division, National Trade Test Division, Assessment Division, Certificate Division provides a great strength to achieve the objectives of the authority by providing resources required to conduct effective and systematic training and by supplying required instruments to develop quality of apprentices and the institute.



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5. Planning and Monitoring Division

This division paves a way for the National Apprenticeship and Industrial Training Authority to co-ordinate with the other institutes by providing information to government and non-government institutions including the Line Ministry by obtaining the progress covering all District Offices, National Institutes and all divisions such as Administration, Quality, Finance and Training through the management system and preparing monthly progress reports, quarterly reports, annual reports and other reports based on the requirement.

Further, it's mainly responsible for working out various plans based on requirement and the Corporate Plan, Action plan for proper working of the Authority

6. Monitoring Division

The Monitoring division working with SSDP projects is the 6th Division in the National Apprenticeship and Industrial Training Authority.

7. Audit Division

The Audit Division works closely with the other institutes including the Auditor General's Department, the Line Ministry by running internal auditing activities of the National Apprenticeship and Industrial Training Authority. Further, it does a great service by providing information required for the management of the institute and by coordinating audit and management committees for systematic maintenance of the transparency of internal management and activities of the institute.



VISION

To be the institution that excels in development of youth competencies to meet industrial requirements.

MISSION

Providing industry-based Vocational and Technical Training for youth to develop occupational competencies through well formulated skills training programs to meet the well-disciplined and dedicated manpower requirements in the industry,

- Attracting most suitable and deserving youth.
- Being a highly motivated well-structured professional body.
- With the involvement of dedicated co-operation of training providers and donors.
- Contributing to the achievement of the national objective of skill-based economy.





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2014.....

31,464 apprentices had been recruited by reaching targets of the year 2014 and 24,250 apprentices who accomplished the training were socialized as skilled workers.

Certificates were offered to 19,530 apprentices under various vocations and 6,169 National Vocational Qualification (NVQ) certificates had been issued in the year 2014.



NAITA was acclaimed for its quality with “Geneva International Star for Quality Awards”, international standard award at the awarding festival held. The foregoing picture carries Mr. Chandana Arunadeva, Hon. Chairman taking part at the award festival.

Under the Skills Sector Development Project (SSDP), Quality section was able to offer NVQ certificates nearly to 6000 employees without any charge under this programme that was held. In addition, number of evaluations by the section amounts to 6755.

Mega evaluation programmes implemented under Quality Section by the Authority too had contributed for such a large number of RPL – NVQ certificates in the year 2014. Two such programmes got underway in the year 2014.

The first of it was held in the Maligapitiya stadium in Kurunegala marked by conducting practical test for NVQ evaluation for 450 masons at a single place. For this, around 50 evaluators taken part and number of qualified remained as 375.



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The second programme of it was held on two play grounds in Matara in the month of December. There, 750 masons, 100 plumbers, 350 electricians and 300 beauticians were called for evaluation marking, a very rare incident that subjected such a large number at one time.



Skill Achievement (Abisheka) programme,
Kurunegala



Skill Achievement (Abisheka) programme, Matara

Bagging ISO certification by head office of NAITA

In the year 2014, head office of NAITA won the ISO 9001 - 2008 standard management certificate.



Offering ISO 9001-2008 certificate awarded by Standards Institute of Sri Lanka to the Chairman (2015.01.01)



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Setting up Industry Sector Skills Councils

Industry Sector Skills Councils have been set up in the year 2014 for fields of construction, Information & Technology.

Planning and monitoring division

Planning and Development division was re-established as the Planning and Monitoring division in the year 2014 with the SSDP projects.





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01. Corporate information





National Apprenticeship and Industrial Training Authority
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	NAITA Head Office 971, Sri Jayawardanapura Mawatha, Welikada, Rajagiriya T.P. 011-2888782 - 7		District Office- Kandy No.108/2B, Thiwanka Bodhi Mawatha, Kandy T.P. 081-2201918
	Institute of Engineering Technology 18 th Mile Post, Temple Road, Katunayake T.P. 011-2252833		District Office- Kegalle No.440, Kandy Road, Meepitiya, Kegalle T.P. 035-2223127
	Industrial Engineering Training Institute 581, Galle Road, Katubedda, Moratuwa T.P. 011-2647393, 011-2643847		District Office- Kilinochchi Kandy Road, Anandapuram, Kilinochchi T.P. 034-3942824
	Automobile Engineering Training Institute 07, Dr. Denister de Silva Mawatha, Orugodawatta T.P. 011-2572977		District Office- Kurunegala Negombo Road, Malkaduwwa, Kurunegala T.P. 037-2223789
	District Office- Ampara No.06, G.S.Lane, Kalmunaikudi 13, Kalmunai T.P. 067-2229357		District Office- Matara No.27A, Open University Road, Nupe, Matara T.P. 041-2226958
	District Office- Anuradhapura Airport Road, Anuradhapura T.P. 025-2223178		District Office- Mannar 952/1, Old Moor Street, Nallayar Street, Mannar T.P. 023-2223404
	District Office- Badulla No.10/4, Malwatte Road, Badulla T.P. 055-2230644		District Office- Matale No.11, Temple Road, Mandandawala, Matale T.P. 066-2223173
	District Office- Batticaloa No.16/1, New Kalmunai Road, Batticaloa T.P. 065-2228130		District Office- Monaragala Kachcheri Complex, Monaragala T.P. 055-2276504
	District Office- Colombo 242, Havelock Road, Colombo 05 T.P. 011-2587258, 011-2597671		District Office- Mullativu Mankulam Road, Mulliyawalai, Mullativu T.P. 021-2061012
	District Office- Galle No.395, Wakwella Road, Julgaha, Galle T.P. 091-2235628		District Office- Nuwara Eliya No.77/3, Hospital Lane, Nuwara Eliya T.P. 052-2223702
	District Office- Gampaha No.61/5, Minuangoda Road, Gampaha T.P. 033-2232874		District Office- Polonnaruwa A-6, Mahaweli Quarters, New Town, Polonnaruwa T.P. 027-3223023
	District Office- Hambantota No.34, Mihindu Mawatha, Tangalle T.P. 047-2241512		District Office- Puttalam Molawatta, Medagama Road, Madampe T.P. 032-2248250
	District Office- Jaffna Somasundaram Road, Chundikkuli, Jaffna T.P. 021-2222383		District Office- Rathnapura No. 642, Vidyala Mawatha, New town, Ratnapura T.P. 045-2228667
	District Office- Kaluthara 326/2, Main Street, Kaluthara South T.P. 034-2224239		District Office- Trincomalee No.58, Arunagiri Road, Trincomalee T.P. 026-2226569
			District Office- Vavuniya No.49/21, 1 st Lane Kovil Road, Kurumankadu, Vavuniya T.P. 024-2224679



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02. Board of Management

1. Mr. Chandana Arunadewa Silva
Chairman
National Apprentice and Industrial Training Authority,
971, Sri Jayawardanapura Mawatha,
Welikada,
Rajagiriya.
2. Mr. Lesli Weeramanthri
Vice Chairman
National Apprentice and Industrial Training Authority,
971, Sri Jayawardanapura Mawatha,
Welikada,
Rajagiriya.
3. Mr. A.R. Deshapriya
Additional secretary
Ministry of Youth Affairs and Skills Development
“Nipunatha Piyasa”
354/2, Elvitigala Mawatha,
Colombo 5.
4. Mrs. C. Wijewardana
Director General,
National Planning Department
Ministry of Finance and Planning,
Colombo 01.
5. Dr. (Mr.) S.D.R. Perera
Director General
Tertiary and Vocational Education Commission
345/2, Elvitigala Mawatha,
Colombo 5.
6. Mr. Raja Hewabowala
Chairman,
Silicone Coatings,
69, Buthgamuwa Rd.
Rajagiriya.
7. Mr. Buddika Iddamalgoda
Attorney-at-law,
“Chandana”
Moonamal Place, Weera Mw,
Pannipitya.



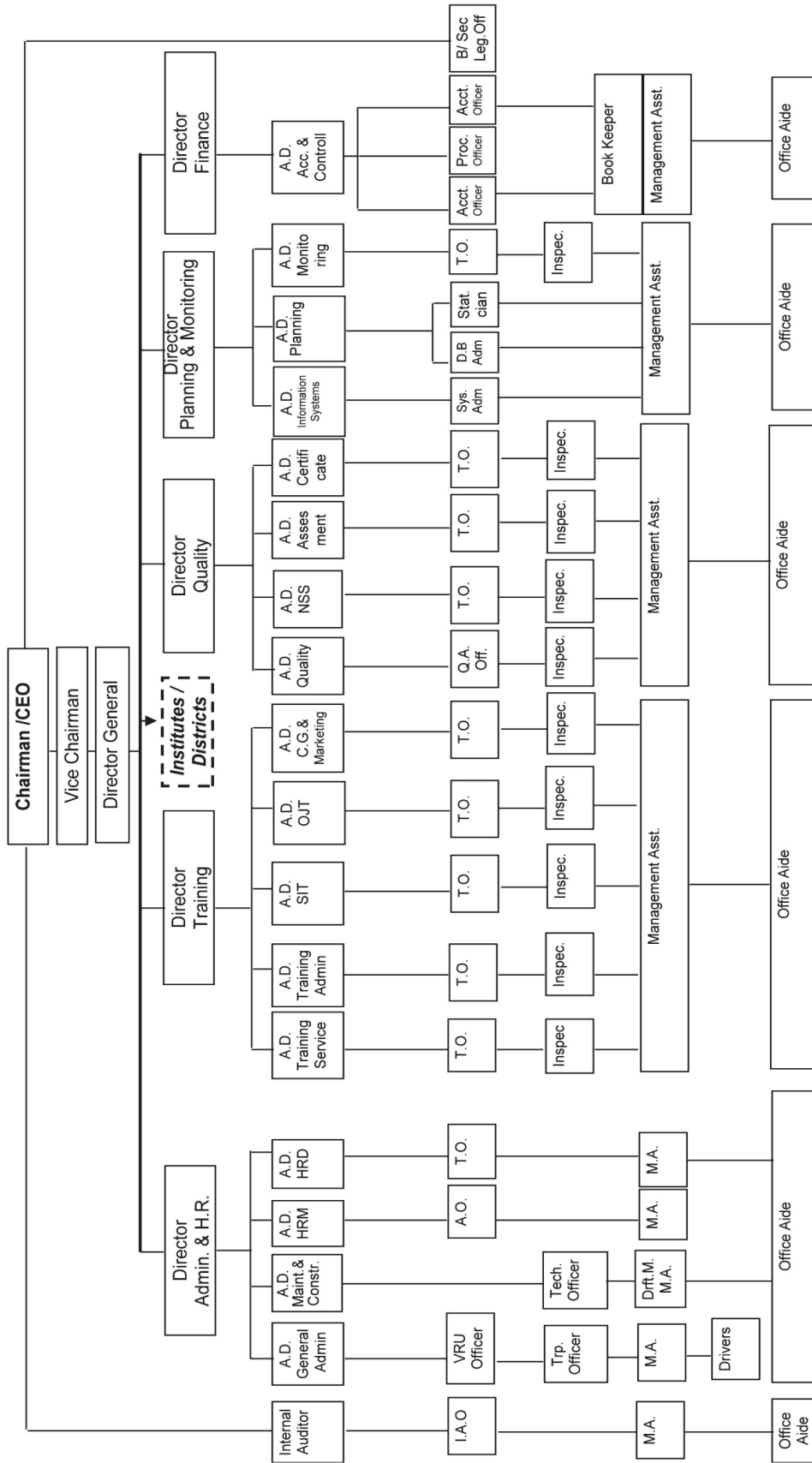
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8. Dr. Shantha Gamage
Senior Lecturer,
Department of Physics,
University of Sri Jayawardanapura,
Nugegoda.
9. Mr. S.C.Weerasekara
Group Director
Maharaja group of Companies
148, Vauxhall Street,
Colombo 02.
10. Mr. Keerthi Gunawardana
Managing Director (Lucky Yoghurt)
No. 199, High Level Rd.,
Makumbura, Kottawa
11. Mr. G.H.Sunil Gonsal
Managing Director
Nivasie Developers (Pvt.) Ltd,
No. 49/16, Galle Rd,
Colombo 03
12. Mrs. Keshala Jayawardana
Chairman,
Regional Development Bank
933, Kandy Road,
Wedamulla, Kelaniya.
13. Dr. Anura P. Jayasooriya
Senior Lecturer,
Department of Basic Penology Section,
Faculty of Penology,
University of Peradeniya, Peradeniya.
14. Mr. Hiththetiyyage Udaya
Company Director
No.31, Isadeen Town,
Matara
15. Mr. M. Uvais Mohomad
Manager,
Entrepreneur Resources & Financial Management Institute
8/2A, Boid Place,
Colombo 03.



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National Apprenticeship & Industrial Training Authority
Organizational Structure





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04. Objectives of the Authority

The objectives of the Authority in accordance with the para 37 (1) of the Act are as follows.

- (a) Planning, organizing and providing vocational training.
- (b) Specifying standards in relation to vocational training.
- (c) Conducting examinations and issuing of certificates and other awards in relation to vocational training.
- (d) Conducting the National Trade Test.
- (e) Conducting researches and development in vocational training arena.
- (f) Holding of competitions to promote the development of various skills.
- (g) Developing the training capacities of establishments and other institutions by providing vocational training.
- (h) To advise the Tertiary and Vocational Education Commission with regard to vocational training aspects.
- (i) To have links with institutions in Sri Lanka and abroad having similar objectives and to equate and or validate certificates, diplomas and degrees in allied subjects and courses.

05. Main Activities / Programs of NAITA

- (a) Provision of vocational training by the Industry Based Apprenticeship Training conducted jointly with public and private sector organizations and Dual Apprenticeship Training by 03 National Institutes and Apprenticeship Training Centers established around the country.
- (b) Provision of On-the-Job training to trainees of other Vocational Training Organizations.
- (c) Provision of In-Plant Training to engineering undergraduates of the Universities of Moratuwa, Peradeniya, Ruhuna and to students following various diploma courses.
- (d) Conduct of National Trade Tests and certificates of National Vocational Qualification (N.V.Q.) through assessments by Recognition of Prior Learning (R.P.L.) for craftsmen who have acquired skills informally.
- (e) Training of Trainers of Vocational Training Institutes.
- (f) Conduct Career Guidance Programs for school children, school leavers and other targetted groups.



06. Mode of Training and Other Main Activities

6.1. Mode of Training

Training provided by the NAITA can be broadly categorized as follows:

Enterprise Based Apprenticeship Training
Institutional/Centre-based Apprenticeship Dual Training
In-Plant Training
On-the-Job Training

- **Enterprise-based Apprenticeship Training**

This represents the major part of training out of many conducted by the institute and the National Apprenticeship and Industrial Training Authority is the only institute which has given the authority to do Enterprise based Apprenticeship Training. Under this mode of training, the trainees are attached to an enterprise throughout his/ her training period to improve skills by learning and practicing.

The trainees can obtain training under any one of the following:

- i. Craft Apprenticeship training
- ii. Situational Apprenticeship training
- iii. Village Apprenticeship training
- iv. National Apprenticeship Certificate (NAC) system

- **Craft Apprenticeship Training**

Craft Apprenticeship Training can be implemented after signing an agreement between the authority and entrepreneurs to train apprentices according to the Sector Specific Training Standards developed by the National Industrial Training Advisory Committees (NITAC).

- **Situational Apprenticeship Training**

Apprentices are provided skills, specific to the region and to the enterprise to which they are attached and also according to a training guide prepared by the NAITA in consultation with trainer /employer



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- **Village Level Apprenticeship Training**

Since, the training cannot be provided according to the training standards developed for Craft Apprenticeship Training, Situational Apprenticeship Training has been introduced with the aim of training apprentices at regional level using resources at hand. The training standards are developed by the NAITA combined with trainer / employer.

- **National Apprenticeship Certificate (NAC)**

National Apprenticeship Certificate aims at providing opportunities for trainees who are below the required level of education, to obtain a national level certificate.

Under this scheme, the trainees enrolled, are given a two month basic training after a one week of counseling program.

After completing the basic training, trainees are provided a Craft Apprenticeship Training for 12 months. The NVQ level iii and NAC are awarded by the authority for those who had completed the training and passed with the formal test.

The relevant theoretical knowledge is delivered through Basic Training and Distance Education for Enterprise Based Craft Apprentices and National Apprenticeship Certificate holders.





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Further, apprentices are given Basic Training at a relevant Training Centre for a sufficient period of time to cover basic theory and related practical skills and also are provided with printed theory lessons / modules through postal mode to study the subject matter. Answers for questions which are available at the end of each module are sent by the apprentices to the NAITA and returned to them after suitable corrections are made.

NAITA also organizes week-end classes periodically to solve the problems and difficulties connected with the printed lessons which trainees come across.

In addition, these trainees are provided with English lessons in order to enhance their knowledge on utilization of English language.

- **Institutional / Centre Based Dual Apprenticeship Training**

Under this scheme, trainees are directly enrolled to a National Level Training Institute or to a District/Regional Apprenticeship Training Center for a specific period and afterwards they are sent to a private or public institute for On-the-job Training. Practical and theoretical knowledge are provided by the training institutes or training centers. In the year under review, in addition to 03 National Institutes, NAITA had operated 111 training institutes. The duration of the courses varies from six months to four years.





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- **In-Plant Training**

As per the section 38 (C) of the Tertiary and Vocational Education Act No. 20 of 1990, NAITA offers In-Plant Training for undergraduates of the Engineering Degree courses at universities of Moratuwa, Peradeniya and Ruhuna and diploma courses conducted by universities and other tertiary level educational institutions.

- **On-the-Job Training**

NAITA conducts program of 06 months duration of On-the-Job Training (OJT) for students who had completed the Institutional Training at other Vocational Training Institutes. This program is generally activated for persons who have followed Institutional Training in Technical colleges, Vocational Training Authority (VTA), National Youth Services Council (NYSC) and in any recognized Government / Private Vocational Training sector organizations which need the services of NAITA, in following the On-the-Job Training.

The final Trade Test is conducted by the Head Office of the NAITA for the apprentices those who complete the Craft Apprenticeship Training and for the trainees under National Apprenticeship Certificate. However, with the establishment of cluster offices it is expected to dissolve responsibilities and due to that cluster offices in Colombo, Gampaha and Ratnapura Districts which belong to the third category of cluster, only conduct the final Trade Test.

In addition, the Head Office conducts the National Vocational Qualification (NVQ) assessment and the National Trade Test (NTT).

The relevant District Offices conduct the final Trade Test for Situational and Village-level Apprentices. The final Trade Test of National Institutes is conducted by the institute concerned.

All certificates of the National Institutes are issued with the signatures of the Chairman of the Authority and Director/Principal or burser by those institutes themselves.





6.2 Other Main Activities Performed

1. National Vocational Qualification (NVQ) and National Trade Test (NTT) Qualification

This program involves Trade Tests and issue “Certificate of Proficiency” to those who possess relevant skills. Informally trained, practicing craftsmen mostly use this scheme to obtain a recognized certificate to uplift their local and foreign employment opportunities.

At present, there are three levels of certificates namely Grade III, Grade II and Grade I which means semi-skilled, skilled and highly skilled levels respectively.

The NTTs are conducted in 53 trades/occupations inclusive of 10 operative (Machinery) trades and a “certificate of competency” in relation to operation of computers (Sri Lanka Computer Driving License -SLCDL) is issued.

The conduction of NTT is limited to trades for which National Competency Standards are not yet available. The NTT is currently being replaced by Recognition of Prior Learning (RPL) in the National Vocational Qualification (NVQ) system.

• Development of National Competency Standards (NCS)

NAITA is a mandated organization for developing National Competency Standards.

The authority has been mandated by the Act to develop and to validate National Competency Standards.

Preparation and validation of relevant National Competency Standards of trades recognized by the Tertiary and Vocational Education Commission are also conducted under this.

According to the priority trade occupations identified by Tertiary and Vocational Education Commission, National Apprenticeship and Industrial Training Authority develops, revises and validates National Competency Standards through Development Committees and National Industrial Training Advisory Committees (NITACs). The NITAC comprises of trade/sector specific specialists. The NITAC represents approximately 16 members in each committee.

• Enterprenuership Skills Development

These programs are implemented for both groups of trainees and the trained. The main aim of this is to impart knowledge and skills for commencing self employments for those completed training.



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- **Carrier Guidance**

Carrier Guidance programs are conducted to increase awareness about Vocational Training and Job Market conditions specially among school leavers and school students.



- **Staff Development and Personality Development**

These programs focus on developing skills and competencies of the staff of NAITA. The programs are conducted under different phases without making hindrance to the process of their working place.



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Data Analysis and Presentation

In the year under review, 31,464 apprentices were recruited under different classifications to the authority. When this number is analytically compared with the year 2013 (29,096), it shows an upswing of 8%. (graph 01)

It is a speciality in the year under review that accomplishment of training was nearly in the position recorded in the year 2013. As well, reduction of training drop out, a major issue, up to 37% compared with the year 2013 was a land slide achievement.

In considering these information further, it is clear by graph No. 01 that number of apprentices recruited to training centres of On-the job, rural level modes had gone down but had shifted to NVQ systems of machinist and industrial based'

Table 1: Summary of Training Performance (under different training categories) - 2014

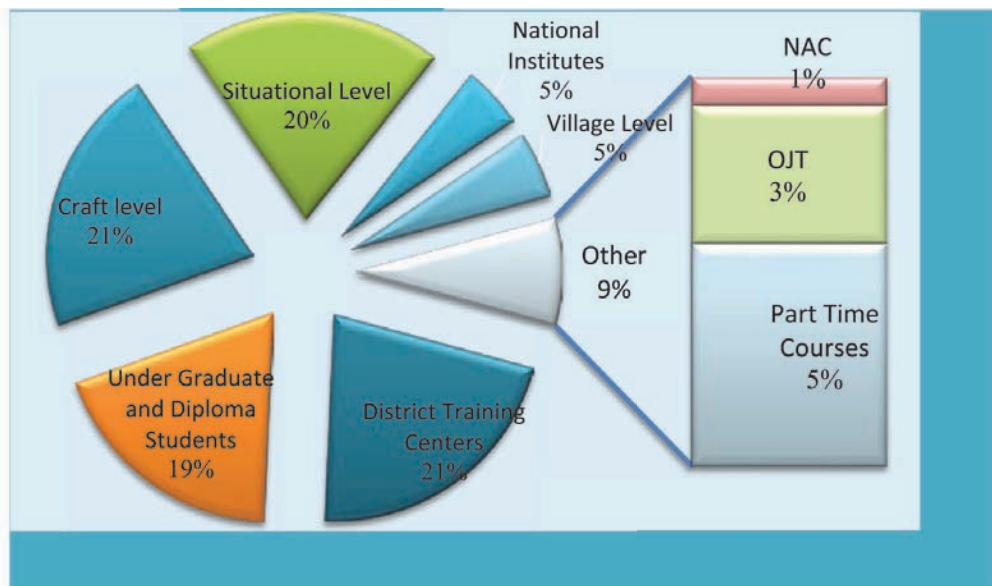
Mode of Training	Level of Training	Number recruited		Drop-outs (training)		Number completed		Number on training as at 31/12/2014	
		2013	2014	2013	2014	2013	2014	2013	2014
1. Industry based Apprenticeship Training	1.1) Craft level	6105	7667	2513	1799	3212	3264	7722	10326
	1.2) National Vocational Qualification (NVQ)		2533		175		0		2358
	1.3) In-plant training	5877	2593	1545	550	4720	3211	4140	2972
	1.4) Village level	1522	308	480	160	1899	1156	1286	278
	1.5) National apprentice certificate	180		116	33	307	84	125	8
2. Centre based Apprenticeship Training	2.1) District Training Centers - full time	6258	5509	1255	957	5875	4525	4815	4842
	2.3) District Training Centers - part time	794	1012	138	80	918	815	365	482
3. National institutes	3.1) National Institutes - full time	1410	1326	244	143	1071	975	3007	3215
	3.2) National Institutes - part time	601	495	80	88	867	570	335	172
4. On job training (other training institutes)	4.1) District offices	866	1118	66	41	788	1034	165	208
	4.2) Head office		2482				1692		790
5. In-plant training	5.1) undergraduates, diploma & other students	5483	6421			4557	6924	2985	2482
Total		29096	31464	6437	4026	24214	24250	24940	28133



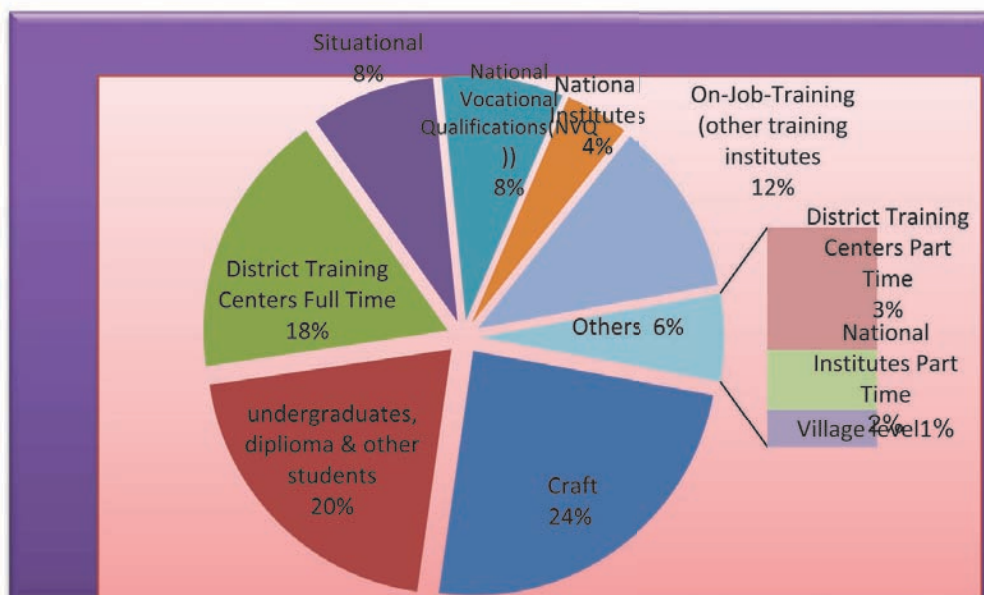
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Accordingly, Craft level apprentices occupy 24% of the total number of apprentices studying each training category in the year under review. This is an outstanding upliftment of 26% compared with same in the year 2013 (6105). As well, enrolling 2533 apprentices under the Apprentice Training Methodology for National Vocational Qualification (NVQ) together with staying 2358 apprentices on training by the end of year signals a remarkable development in training methodology.

Graph 01- Recruitment to training under various categories - 2013



Graph 02- Recruitment to training under various categories -2014





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Table 02: summary of trainings (under various training categories) - 2014

Mode of Training	Level of Training	Number recruited			Dropouts			Number of completed			On training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
1. Industry based Apprenticeship Training	1.1 Craft level	5811	1856	7667	1338	461	1799	2369	895	3264	8498	1828	10326
	1.2 National Vocational Qualification (NVQ)	2273	260	2533	136	39	175				2137	221	2358
	1.3 Situational level	1471	1122	2593	311	239	550	1610	1601	3211	1881	1091	2972
	1.4 village level	100	208	308	61	99	160	568	588	1156	86	192	278
	1.5 National apprentice certificate			0	32	1	33	66	18	84	7	1	8
2. Centre based Apprenticeship Training	2.1 District Training Centers - full time	2058	3451	5509	448	509	957	1597	2928	4525	1776	3066	4842
	2.3 District Training Centers - part time	308	704	1012	28	52	80	228	587	815	139	343	482
Sub total		12021	7601	19622	2354	1400	3754	6438	6617	13055	14524	6742	21266
3. National institutes	3.1 National Institutes - full time	1123	203	1326	93	50	143	835	140	975	2772	443	3215
	3.2 National Institutes - part time	431	64	495	57	31	88	473	97	570	132	40	172
Sub total		1554	267	1821	145	61	206	1434	254	1688	2826	443	3269
total		13575	7868	21443	2499	1461	3960	7872	6871	14743	17350	7185	24535
4. On-job-training (other training institutes)	4.1 district level	704	414	1118	29	12	41	643	391	1034	135	73	208
	4.2 head office	1492	990	2482				1124	568	1692	549	241	790
5. In-plant training	5.1 undergraduates, diploma & other students	4473	1948	6421				4876	2048	6924	1969	513	2482
Grand total		20244	11220	31464	2533	1493	4026	14389	9861	24250	20081	8052	28133



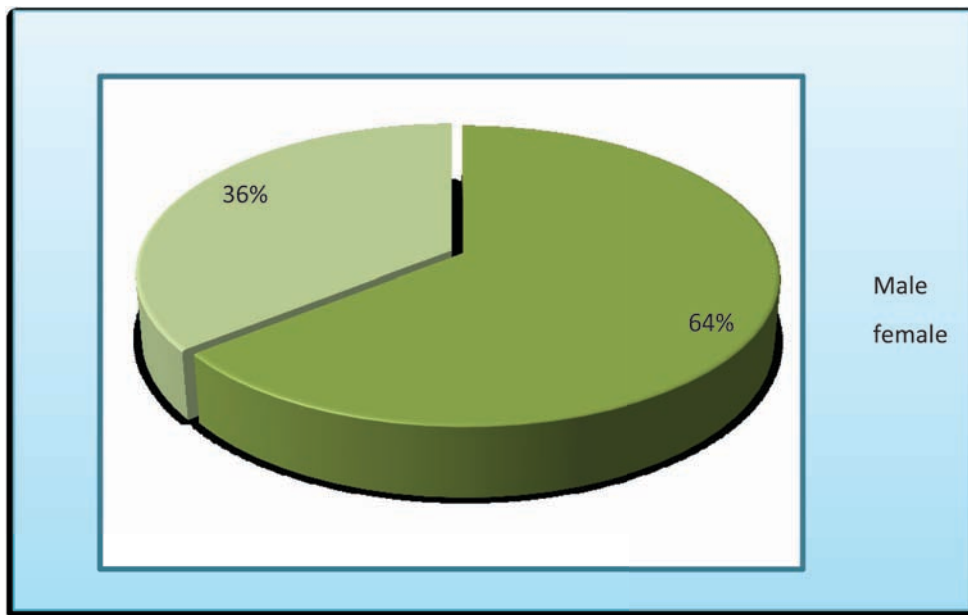
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Graph 02 depicts the difference on line of gender in enrollments made under various categories during the year under review.

64% of apprentices referred to training in the year under review represents male party whilst females occupies 36% (graph 03)

Though participation of females at training centres shows a higher percentage, number of females at Industry-based apprenticeship training system is considerably low.

Graph 03 - Enrollment for training as per gender

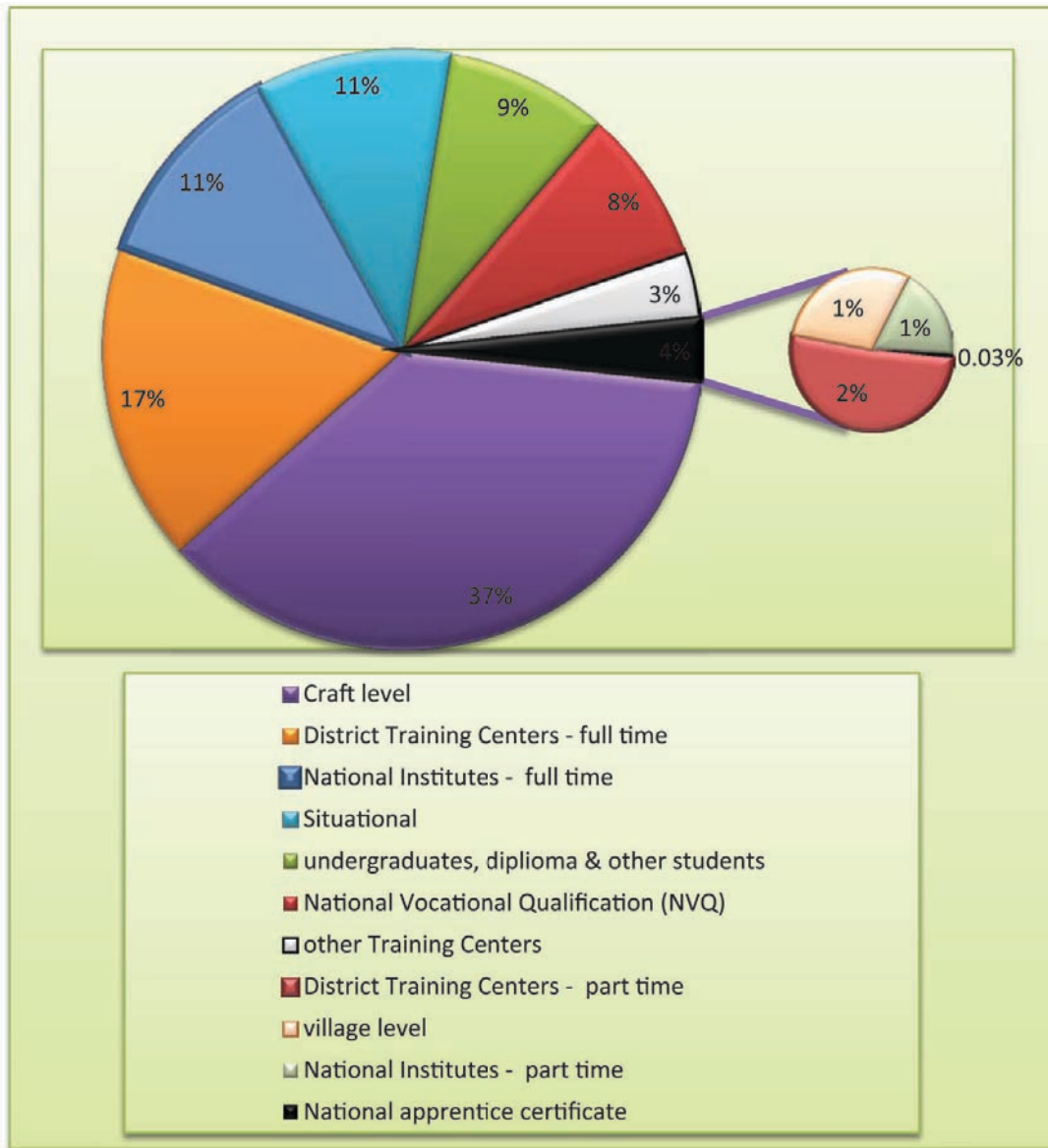


By the end of year 2014, 28,133 apprentices were on training under different vocational categories. The graph 02 and 04 suggest that most number of apprentices had come under Craft level. It had been 10326 in number representing 37% of the total number of apprentices. As well, 17% of total numbers of apprentices are full time course followers from district training centres. Number of them had been 4842 and 3215 apprentices had been on training in national institutes by the end of year 2014.



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Graph 04 - On training under different categories by end of year



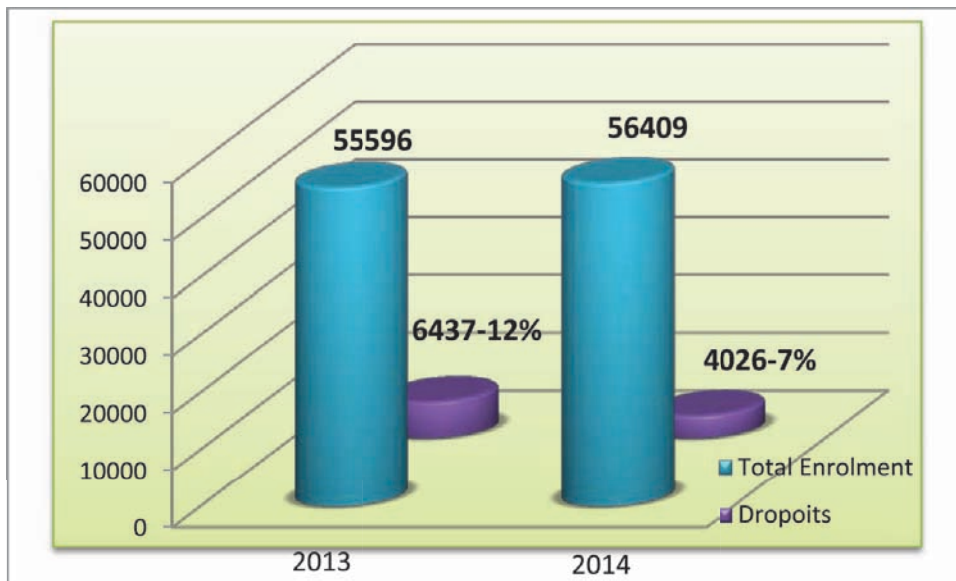


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Survey on training drop out

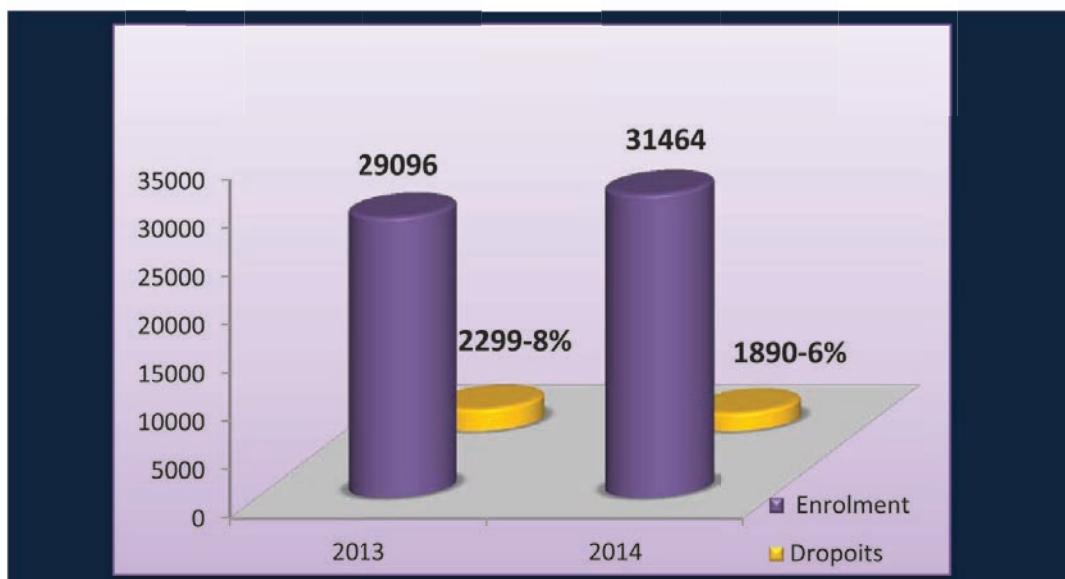
4026 apprentices had left training half way during the year 2014 in taking a close look at in general. This is 7% of total number of apprentices. In comparing with the year 2013” training drop out has been scaled down considerably. (graph 05)

graph 05 - Training drop out compared with total number of apprentices



As well, 1890 apprentices had left training out of number of enrollments of year 2014. This equals to 6% from enrollments. This number of enrollments has gone up to 8% in this year 2013.

graph 06 - Training drop out compared with enrollments in the year concerned '

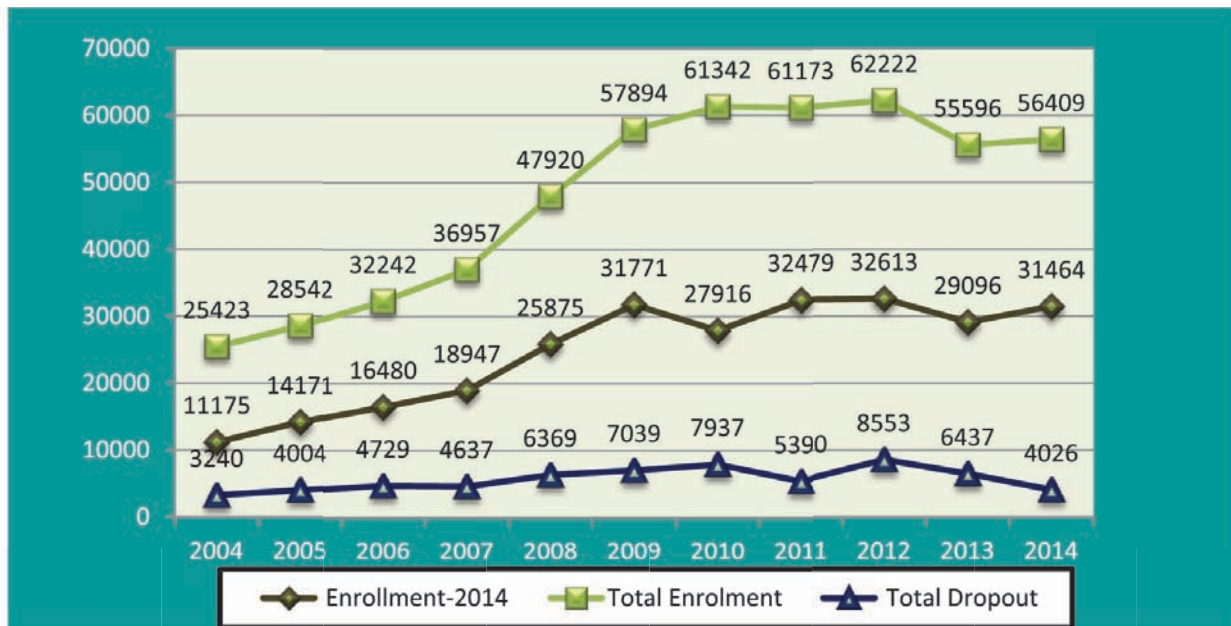




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The following graph No. 07 depicts how dropping out of training had taken place compared with total number of apprentices and enrollments in the last decade. Accordingly, it is clear that the training drop out had been scaled down compared with total number of apprentices and enrollments.

graph 07



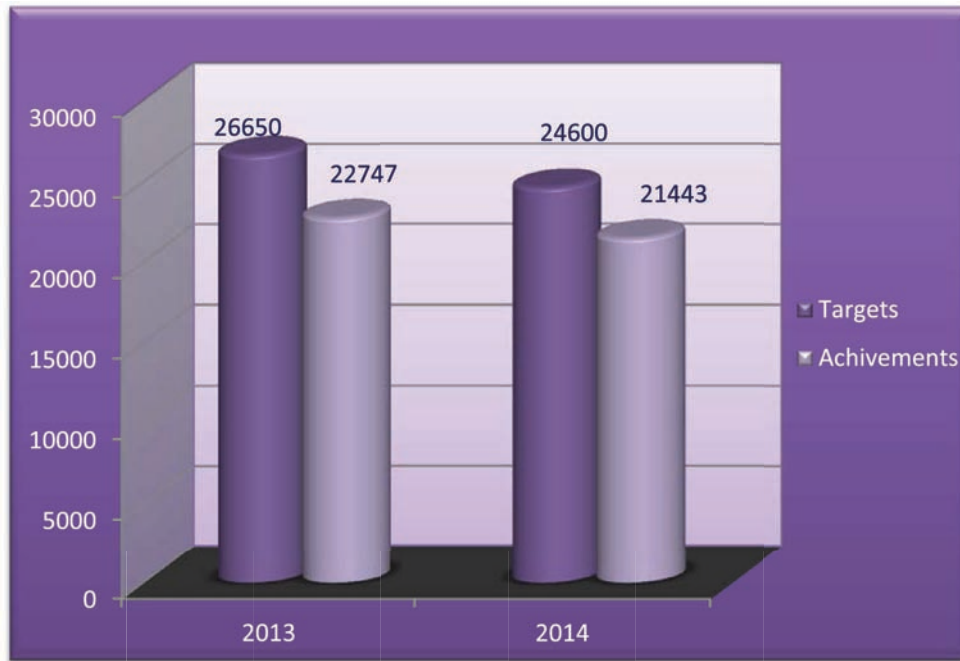
Industry based Apprenticeship Training & Centre based Dual Training

Under the major training methodology of our Authority, Industry based Apprenticeship Training & Centre based Dual Training (except special industrial training and On-the-Job training), 21443 apprentices had been enrolled in the year 2014. This is a fulfillment of 87% of total number of targeted apprentice intake. Though this amount shows a decrease compared with same in the year 2013, it is a comparative increase of targets. (Graph 08)



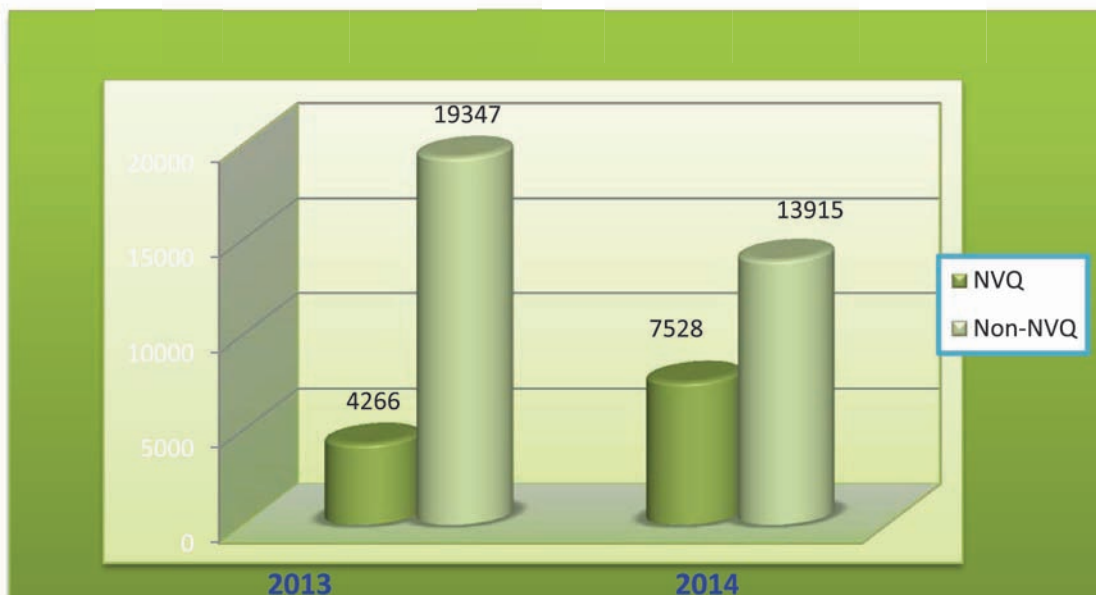
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Graph 08 - Targets and enrollments



The enrollment depicted by foregoing graph 08 has shown an outstanding upswing in National Vocational Qualification system and in other systems in the year 2014 compared it with the year 2013. That means, progress of 76% in National Vocational Qualification had recorded in the year under review with the year 2013.

Graph 09 - Enrollment for National Vocational Qualification





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District Level Survey

In observing district level outcome of the year under review, performance of each district under all classifications (except national institutes and In-plant training) is shown in the following graph.

Graph 03 - Summary of district level training pursuits (Industry based & Centre based apprentice training) 2014

Province	District	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
Western	Colombo	1854	1006	2860	104	60	164	1281	620	1901	3002	1046	4048
	Gampaha	708	278	986	214	81	295	482	241	723	1095	297	1392
	Kalutara	531	389	920	104	85	189	164	211	375	550	332	882
Central	Kandy	514	442	956	91	53	144	343	411	754	480	310	790
	Matale	265	162	427	70	47	117	118	131	249	252	132	384
	Nuwaraeliya	254	263	517	47	26	73	122	179	301	191	213	404
Southern	Galle	926	414	1340	306	148	454	319	320	639	979	375	1354
	Matara	560	394	954	82	30	112	349	605	954	715	379	1094
	Hambantota	431	356	787	126	58	184	217	190	407	462	299	761
Northern	Jaffna	536	441	977	123	69	192	657	367	1024	477	327	804
	Mannar	237	148	385	35	36	71	77	93	170	248	119	367
	Vavuniya	283	172	455	92	28	120	174	167	341	310	172	482
	Mulativu	165	60	225	29	24	53	153	44	197	140	37	177
	Kilinochchi	444	173	617	58	44	102	136	88	224	470	156	626
East	Batticaloa	845	156	1001	52	17	69	425	282	707	1054	159	1213
	Ampara	658	447	1105	163	118	281	303	456	759	598	238	836
	Trincomalee	726	349	1075	100	63	163	363	346	709	771	286	1057
North western	Kurunegala	444	346	790	139	123	262	218	304	522	436	281	717
	Puttalam	147	192	339	11	9	20	112	165	277	201	185	386
North Central	Anuradhapur a	369	380	749	123	69	192	171	455	626	419	230	649
	Polonnaruwa	376	54	430	21	11	32	213	34	247	199	52	251
Uva	Badulla	457	290	747	110	54	164	170	310	480	564	297	861
	Monaragala	193	240	433	20	8	28	109	209	318	308	237	545
Sabaragam uwa	Rathnapura	449	442	891	44	48	92	262	448	710	427	361	788
	Kegalle	353	421	774	119	103	222	143	332	475	311	295	606
Total		12725	8015	20740	2383	1412	3795	7081	7008	14089	14659	6815	21474

***Apprentices in other training institutes referred to On-the-Job training by districts are also included.
*** Apprentices enrolled in the past years with those who accomplished and left outs are also included.



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According to the given table No. 03, Colombo district which enrolled 2860 is regarded as the district which harboured the highest number of apprentices. As well, Galle, Ampara and Trincomalee districts that enrolled 1340, 1105 & 1075 apprentices respectively had recorded highest numbers whilst Mulativu district had gone for the lowest enrollments.

As well, when the Colombo district had completed training to 1901 apprentices, the Jaffna district had given training to 1024.

The Colombo district is the district with highest number of on training with 4048 apprentices during the year under review. As well, Mulativu district goes into records with lowest number of on training with 177 apprentices.

In studying overall of the progress made in the district in the year under review (including of On the Job training), 20740 apprentices have been enrolled. Further, 14659 apprentices had completed training period by year end and it was reported that 21474 apprentices from all districts had been on training. In addition, 3795 apprentices representing all districts had left the training half way. (Table 03)

Vide graph No. 04 for comparatively clarifying these details further with the previous year.





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Table 04 - Summary of district level training pursuits (Industry based & Centre based apprenticeship training) 2014

Province	District	Number recruited		Dropouts		Number completed		Number In training as at 31/12/2014	
		2013	2014	2013	2014	2013	2014	2013	2014
Western	Colombo	2469	2860	408	164	1795	1901	3253	4048
	Gampaha	1495	986	744	295	937	723	1424	1392
	Kalutara	630	920	163	189	527	375	526	882
Central	Kandy	995	956	265	144	792	754	732	790
	Matale	374	427	80	117	244	249	323	384
	Nuwaraeliya	439	517	63	73	397	301	261	404
Southern	Galle	1170	1340	547	454	672	639	1107	1354
	Matara	1367	954	313	112	1120	954	1206	1094
	Hambantota	894	787	359	184	663	407	565	761
Northern	Jaffna	1190	977	160	192	1347	1024	1043	804
	Mannar	216	385	48	71	530	170	223	367
	Vavuniya	522	455	177	120	483	341	488	482
	Mulativu	303	225	150	53	386	197	202	177
	Kilinochchi	612	617	329	102	436	224	335	626
East	Batticloa	1035	1001	59	69	820	707	988	1213
	Ampara	1041	1105	418	281	904	759	771	836
	Trincomalee	1177	1075	200	163	1128	709	854	1057
North western	Kurunegala	947	790	404	262	814	522	711	717
	Puttalam	423	339	61	20	399	277	344	386
North Central	Anuradhapur a	990	749	177	192	534	626	718	649
	Polonnaruwa	264	430	62	32	257	247	100	251
Uva	Badulla	918	747	275	164	681	480	758	861
	Monaragala	467	433	147	28	473	318	458	545
Sabaraga muwa	Rathnapura	899	891	307	92	775	710	699	788
	Kegalle	765	774	197	222	605	475	529	606
Total		21602	20740	6113	3795	17719	14089	18618	21474

* Apprentices in other training institutes referred to On-the-Job training by districts are also included.

According to the above table, performance of district during the year under review has been maintained less or more in summing up it with the year 2013. In special, the milestone recorded in the year under review is minimizing the number of drop outs over the year 2013.



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Industry based apprenticeship training

By this performance of Industry based, situational and Village levels during the year under review is reflected.

Table 05 - Summary of training pursuits (Industry based & Centre based apprentice training) - 2014

Province	District	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
Western	Colombo	1363	368	1731	95	15	110	892	207	1099	2742	536	3278
	Gampaha	658	165	823	213	39	252	436	118	554	1068	199	1267
	Kalutara	445	169	614	82	32	114	119	34	153	496	171	667
Central	Kandy	285	130	415	59	28	87	105	135	240	320	91	411
	Matale	226	98	324	63	27	90	82	74	156	229	81	310
	Nuwaraeliya	216	73	289	43	16	59	86	54	140	156	51	207
Southern	Galle	792	303	1095	221	123	344	164	174	338	847	271	1118
	Matara	395	154	549	70	27	97	210	305	515	617	166	783
	Hambantota	291	200	491	82	46	128	64	91	155	359	182	541
Northern	Jaffna	309	234	543	80	51	131	447	149	596	382	230	612
	Mannar	227	50	277	35	16	51	73	19	92	239	35	274
	Vavuniya	198	106	304	90	28	118	125	107	232	254	110	364
	Mulativu	161	51	212	29	24	53	151	44	195	138	28	166
	Kilinochchi	307	97	404	40	10	50	66	25	91	319	93	412
East	Batticaloa	809	103	912	41	13	54	389	233	622	1045	146	1191
	Ampara	565	79	644	148	41	189	279	218	497	542	65	607
	Trincomalee	573	142	715	42	45	87	171	119	290	626	124	750
North western	Kurunegala	214	82	296	53	35	88	65	56	121	251	80	331
	Puttalam	97	49	146	11	9	20	73	46	119	160	48	208
North Central	Anuradhapur a	324	249	573	123	69	192	139	278	417	391	129	520
	Polonnaruwa	62	22	84	12	10	22	20	21	41	71	21	92
Uva	Badulla	383	160	543	97	45	142	112	187	299	487	171	658
	Monaragala	143	146	289	12	8	20	73	158	231	252	140	392
Sabaragamuwa	Rathnapura	367	144	511	40	36	76	202	202	404	375	114	489
	Kegalle	245	72	317	97	46	143	70	48	118	243	51	294
Total		9655	3446	13101	1878	839	2717	4613	3102	7715	12609	3333	15942

The Colombo district reached the first in enrollments to the Industry based apprenticeship training. When it records 1731 from Colombo, Polonnaruwa district had recruited mere 84 apprentices, becoming the lowest turn out of enrollments. In studying on On the Job training



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aspect, Colombo district had tipped with 3278 on training by the end of year 2014. As well, Polonnaruw district recorded the district with least on training with only 92 apprentices.

By Industry based apprenticeship training system, the same district had completed training to 7715 apprentices during the year under review.

Table 06 - Summary of training pursuits for full time courses (district training centers) - 2014

Province	District	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
Western	Colombo	221	494	715	8	45	53	142	286	428	213	465	678
	Gampaha	12	98	110	0	42	42	9	106	115	12	97	109
	Kalutara	53	149	202	16	40	56	20	125	145	40	129	169
Central	Kandy	155	230	385	32	25	57	142	153	295	153	206	359
	Matale	23	60	83	5	19	24	19	54	73	21	51	72
	Nuwaraeliya	23	164	187	4	10	14	32	121	153	24	139	163
Southern	Galle	120	103	223	82	24	106	139	118	257	130	101	231
	Matara	145	184	329	12	3	15	119	244	363	98	213	311
	Hambantota	127	112	239	44	12	56	150	98	248	93	74	167
Northern	Jaffna	78	83	161	34	11	45	67	103	170	65	81	146
	Mannar	8	95	103	0	20	20	3	71	74	8	84	92
	Vavuniya	73	62	135	0	0	0	36	56	92	52	61	113
	Mulativu	0	0	0	0	0	0	0	0	0	0	0	0
	Kilinochchi	113	73	186	16	34	50	52	60	112	147	63	210
East	Batticloa	8	15	23	9	3	12	12	12	24	7	13	20
	Ampara	53	355	408	15	77	92	8	236	244	32	162	194
	Trincomalee	141	188	329	58	18	76	185	223	408	139	146	285
North western	Kurunegala	139	166	305	72	68	140	88	139	227	155	166	321
	Puttalam	41	136	177	0	0	0	27	113	140	41	136	177
North Central	Anuradhapura	25	106	131	0	0	0	9	138	147	25	101	126
	Polonnaruwa	314	32	346	9	1	10	193	13	206	128	31	159
Uva	Badulla	69	121	190	12	9	21	58	123	181	72	117	189
	Monaragala	50	94	144	8	0	8	36	51	87	56	97	153
Sabaragamuwa	Rathnapura	26	137	163	4	12	16	18	108	126	25	153	178
	Kegalle	41	194	235	8	36	44	33	177	210	40	180	220
Total		2058	3451	5509	448	509	957	1597	2928	4525	1776	3066	4842



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Centre -based training

As reflected by the foregoing table, training progress of training centers coming under the District Offices are given. Accordingly, 5509 apprentices have been enrolled into training of the year under review out of which 715 apprentices have recruited by training centers in Colombo district. Here, what is most outstanding fact is the increment of female representation at training centers.

4525 apprentices had completed training by end of year 2014 and 4842 had remained on training.

In the year under review, no training centre had been in operation in the Mulativu district.

Progress of National Institutes

471 apprentices have been enrolled to National Engineering Technological course at Engineering Technological Institute, Katunayaka in the year under review. In this year alone, 392 National Engineering Technological diploma holders had been socialized. 1478 apprentices had been on training in the institute and factories by the end of the year.

Table 07 - Engineering Technological Institute - Katunayaka

Trade	Duration (yrs.)	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
Buildings & structures	4	66	26	92	4	12	16	66	24	90	275	113	388
Water & Environmental	4	9	17	26		5	5	8	24	32	57	54	111
Highways & Railways	4	21	6	27	4	5	9	13	7	20	82	52	134
Electrical (power)	4	46	20	66	6	8	14	43	8	51	175	58	233
Telecommunication	4				2	5	7	18	7	25	57	18	75
Electronic	4	26	21	47	8	6	14	22	3	25	88	37	125
Automotive	4	21	1	22	7		7	9		9	70	1	71
General	4	128	44	172	14	3	17	118	1	119	215	44	259
Naval	4	19	0	19	3		3	21		21	82		82
Total		336	135	471	48	44	92	318	74	392	1101	377	1478



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Table 08 - Industrial Engineering Training Institute - Katubedda

Trade	Duration (yrs.)	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
Refrigerator & machine operator	2	32		32	4		4	20		20	55		55
Electrician	3	72	1	73	4	2	6	25		25	215		215
Electronic operator	3	50		50	2	1	3	21		21	135		135
Fitter	3												0
Mechinist	3	57		57	2		2	32		32	83		83
Carpenter	2	23		23	1		1	35		35	59		59
Construction supervisor	1 1/2	26	8	34	4	2	6	20		20	32	11	43
Plumber	2	27		27	4		4	13		13	45		45
Book binder (basic)	3							1	1	2			
Information & Communication technology	1	20	18	38				14	20	34	14	12	26
Computer drawer	1	17	12	29	3	1	4	7	11	18	20	10	30
Offset Machine operator	1							12		12			
Welder		32		32	3		3	20		20	75		75
National Information & Communication technology Diploma	1 1/2	6	4	10							6	4	10
Total		362	43	405	27	6	33	220	32	252	739	37	776

By the afore given table, performance of the Katubedda Industrial Engineering Training Institute is highlighted. Accordingly, 405 apprentices have been got enrolled for various vocations in the year 2014. 252 have been completed training in the said year and 776 apprentices had been on training within the institute and factories at the end of the year.



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Table 09 - Automobile Engineering Training Institute – Orugodawatta

Trade	Duration (yrs.)	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
Automobile Mechanic (Special)	3	137		137	8		8	97		97			377
Automobile Electrician (Special)	3	73		73	2		2	51		51			202
Machinist (Special)	3	26		26	0			18		18			70
Automobile Painter (Special)	1 1/2	73		73	4		4	58		58			108
Automobile Tinker/ Welder (Special)	1 1/2	60	1	61	2		2	40		40		1	90
Automobile Air Conditioning	2	36	0	36	1		1	24		24			65
Computer Application Assistant	1	20	24	44	1		1	9	34	43	21	28	49
Total		425	25	450	18		18	297	34	331	932	29	961

According to the aforegiven table 09, Automobile Engineering Training Institute in Orugodawatta had enrolled 450 apprentices in the year under review. At the end of this year, 331 apprentices had completed their training and another 961 are undergone training.

The following shows the way how part time courses were conducted in each district by national institutes in this year. Accordingly, 1607 have been enrolled in the year 2014 for part time courses. 1012 and 495 have been enrolled by district offices and national institutes respectively for the same purpose. 1528 apprentices who had followed part time courses in these years had completed training and 536 had remained on training by end of the year. (Table 10)



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Table 10 - Summary of training pursuits (part time courses)

District	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
	M	F	Total	M	F	Total	M	F	Total	M	F	Total
Colombo	26	60	86				10	21	31	16	39	55
Gampaha												
Kalutara	32	64	96	6	13	19	23	50	73	14	27	41
Kandy	33	66	99				49	95	144	4	13	17
Matale												
Nuwaraeliya	11	23	34							11	23	34
Galle							7	24	31			
Matara	17	54	71				17	54	71			
Hambantota	10	41	51							10	41	51
Jaffna												
Mannar												
Vavuniya												
Mulativu												
Kilinochchi	14	3	17				14	3	17			
Batticaloa												
Ampara												
Trincomalee												
Kurunegala	38	68	106	9	19	28	21	80	101	24	34	58
Puttalam							0	0	0			
Anuradhapura	7	11	18				12	24	36			
Polonnaruwa												
Badulla	5	9	14							5	9	14
Monaragala												
Rathnapura	55	160	215				41	138	179	27	93	120
Kegalle	60	145	205	13	20	33	34	98	132	28	64	92
Sub total	308	704	1012	28	52	80	228	587	815	139	343	482
Automobile Engineering Training Institute	274	3	277	26	25	51	362	14	376	54	0	54
Industrial Engineering Training Institute	157	61	218	31	6	37	111	83	194	78	40	118
Sub total	739	768	1507	85	83	168	701	684	1385	271	383	654



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On-the-Job training

Table 11 - Summary of training pursuits (On-the-Job training for other institutes) - 2014

Province	District	Number recruited			Dropouts			Number completed			Number In training as at 31/12/2014		
		M	F	Total	M	F	Total	M	F	Total	M	F	Total
Western	Colombo	244	84	328	1		1	237	106	343	31	6	37
	Gampaha	38	15	53	1		1	37	17	54	15	1	16
	Kalutara	1	7	8				2	2	4	0	5	5
Central	Kandy	41	16	57				47	28	75	3		3
	Matale	16	4	20	2	1	3	17	3	20	2		2
	Nuwaraeliya	4	3	7				4	4	8			
Southern	Galle	14	8	22	3	1	4	9	4	13	2	3	5
	Matara	3	2	5				3	2	5			
	Hambantota	3	3	6				3	1	4		2	2
Northern	Jaffna	149	124	273	9	7	16	143	115	258	30	16	46
	Mannar	2	3	5				1	3	4	1	0	1
	Vavuniya	12	4	16	2		2	13	4	17	4	1	5
	Mulativu	4	9	13				2		2	2	9	11
	Kilinochchi	10	0	10	2		2	4		4	4		4
East	Batticloa	28	38	66	2	1	3	24	37	61	2		2
	Ampara	40	13	53				16	2	18	24	11	35
	Trincomalee	12	19	31				7	4	11	6	16	22
North western	Kurunegala	53	30	83	5	1	6	44	29	73	6	1	7
	Puttalam	9	7	16				12	6	18		1	1
North Central	Anuradhapura	13	14	27				11	15	26	3		3
	Polonnaruwa												
Uva	Badulla				1		1						
	Monaragala												
Sabaragamuwa	Rathnapura	1	1	2				1		1		1	1
	Kegalle	7	10	17	1	1	2	6	9	15		0	0
Total		704	414	1118	29	12	41	643	391	1034	135	73	208
Head office		1492	990	2482				1124	568	1692	549	241	790
Grand total		2196	1404	3600	29	12	41	1767	959	2726	684	314	998

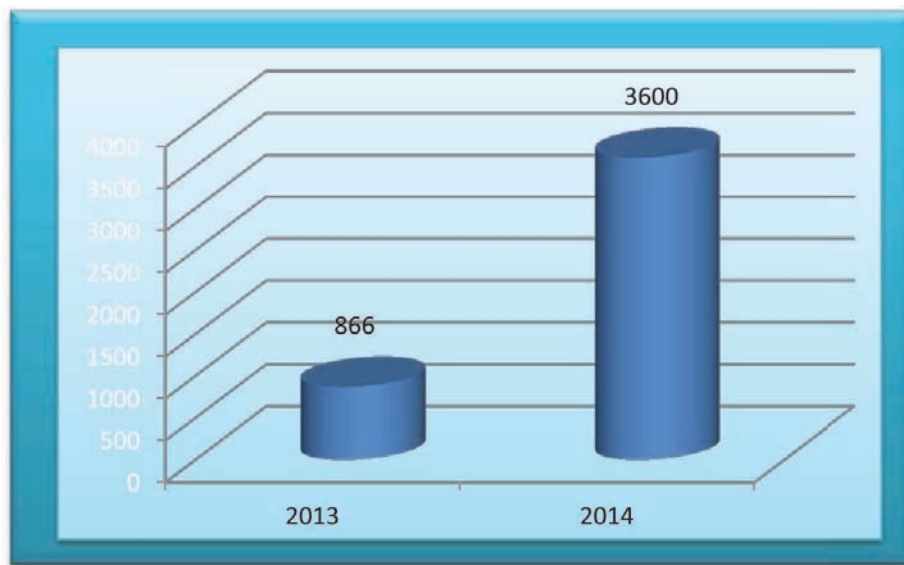
According to the afore given table, depicts how apprentices who had accomplished institutional training or On the Job training in other vocational training institutes had been widespread numerically. Accordingly, 3600 apprentices have been referred to On the Job training or Industrial training in the year under review.



National Apprenticeship and Industrial Training Authority
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This figure is a considerable progress when compared with previous year. As well, when 2726 apprentices accomplished training by end of year 2014, 998 apprentices had remained on training towards end of training. As well, the following graph depicts progress of year 2014 compared with same in the year 2013.

Graph 10 - On-the-job training



In-plant training

The progress of giving special trade training required by degree, diploma and certificate holders which is the main training assignment of the Authority is reflected by graph 12. Accordingly, in the year 2014, 6421 apprentices have been referred to special industrial training. This is an increase of 17% compared with the year 2013. The composition of this is 3098 graduates and 3323 diploma holders.

6924 graduates and diploma holders had accomplished special industrial training in the year under review and 2482 had undergone training in industries and institutes by end of the year.

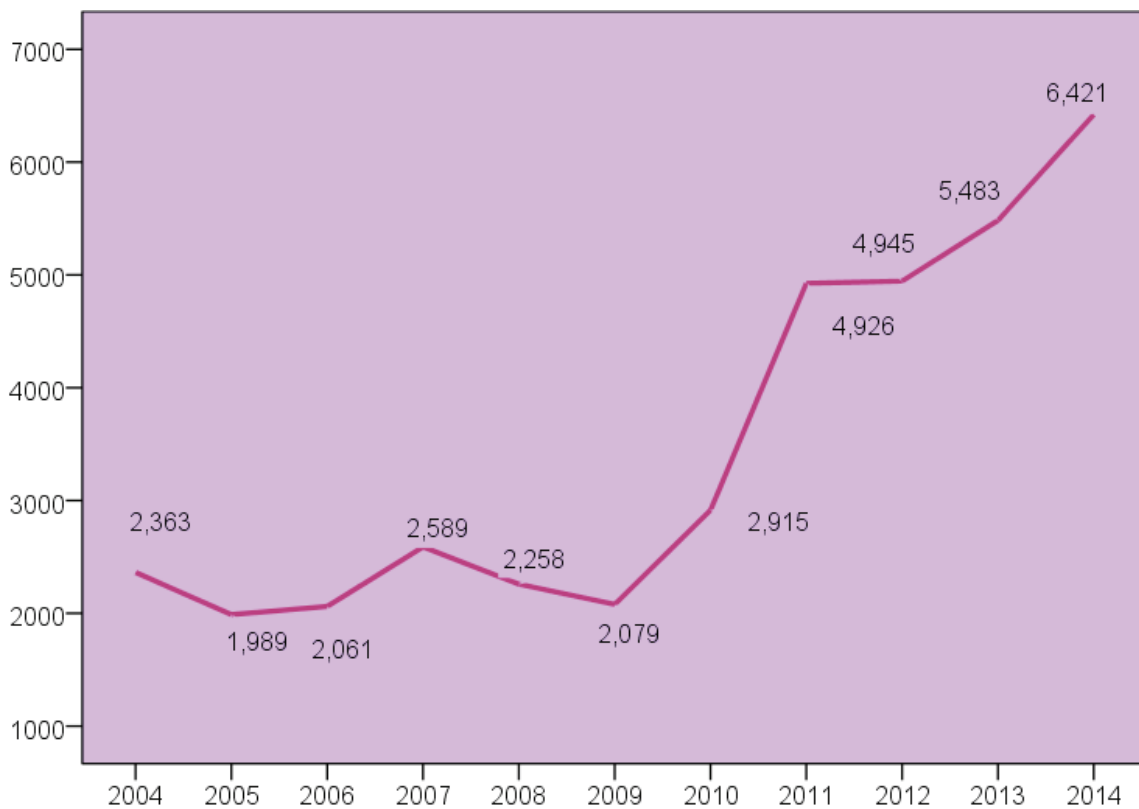


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Table 12 - In-plant training

Type	Number Recruited			Number completed			Number In Training as at 31/12/2014		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Degree	2359	739	3098	2339	781	3120	1607	434	2041
Diploma	2114	1209	3323	2155	1188	3343	362	79	441
Certificates									
Total	4473	1948	6421	4876	2048	6924	1969	513	2482

Graph 11 - In-plant Training 2004- 2014



The afore given graph depicts long term progress in special industrial training in the last 10 years.



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Table 13 - Examination, Evaluation and Issuing certificates

Type	Number Evaluated for final test		Number passed in the final trade test		Number certificated	
	2013	2014	2013	2014	2013	2014
In-Plant (Enterprise based & Centre based)	3072	2863	2523	2350	2868	2472
Situational level	3366	3188	3148	3188	3951	3046
Village level	1518	885	1422	885	1489	931
Apprentice Training Institute	312	367	273	367	273	400
Automobile Engineering Training Institute	294	303	228	275	228	275
Industrial Engineering Training Institute	351	300	351	288	351	335
Skill based training (training centres)	1555	1524	1233	1277	1892	1396
Other (trainees of authority)	1793	1102	1793	1102	1793	1102
Sub total	12261	10532	10971	9732	12845	9957
Recognition of Prior Learning (RPL)	3662	10086	3384	6945	4186	4773
National Trade Test	6029	4831	5459	3332	3003	3009
In plant training	3404	3501	3274	3420	95	369
On the job training	613	755	613	755	613	770
Other	741	652	741	652	741	652
Total	26710	30357	24442	24836	21483	19530

Final tests for 30357 apprentices have been carried out in the year 2014. It is a progress of 14% compared with the year 2013. The number of apprentices got through final trade tests in the year under review is 24836. This amount is 82% of those who had taken part in the test. As well, a progress in numerically is shown compared with the previous year.

19530 certificates in total have been issued in the year 2014. According to the afore given table No. 13, conducting of final trade tests, passing them and issuing certificates in apprentice training related directly with the apprentice has been declined compared with year 2013. The



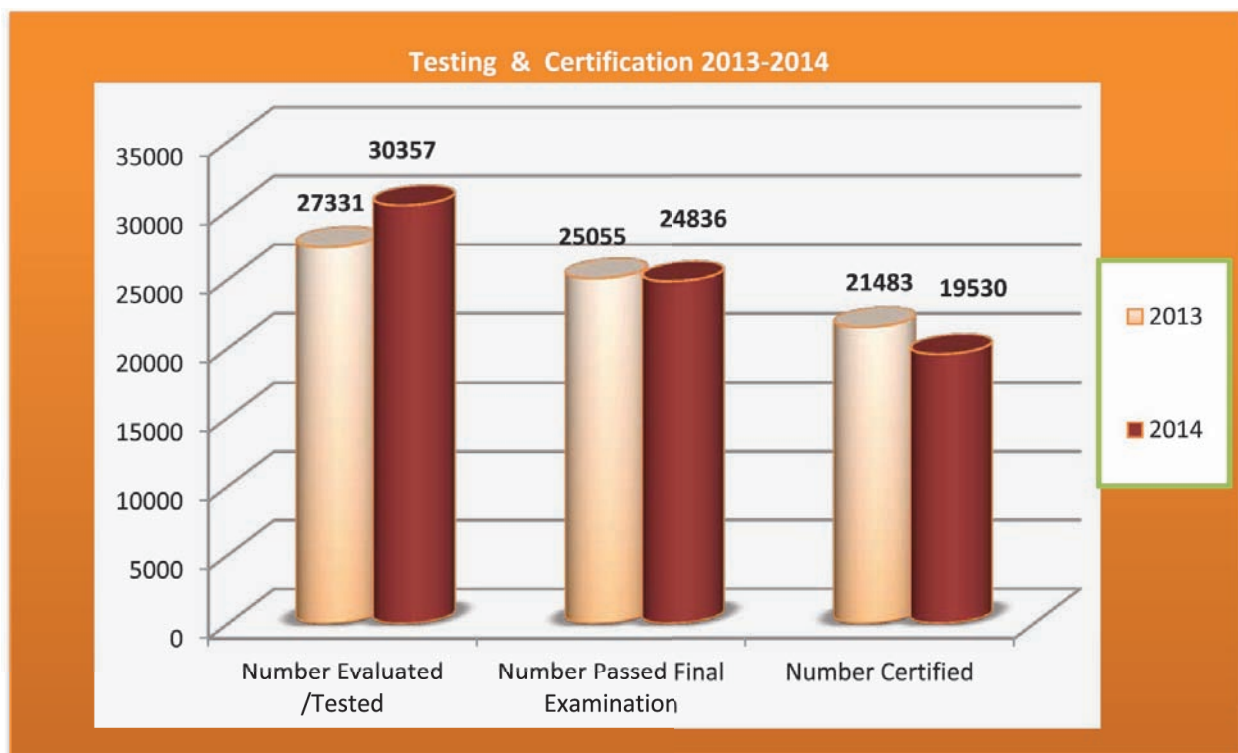
National Apprenticeship and Industrial Training Authority
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main reason behind that is the decision to curtail enrollments of On-the-Job and rural level for transforming into National Vocational Qualification system.

A notable progress marked in the year is conducting 10086 final trade tests under the Recognition of Prior Learning (RPL).

By this graph, these details could be studied in short.

Graph 12 - examination, evaluation and certificate issuing





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Table 14: - National Competency standards and curriculum development

Main purpose	Activity	2013	2014
Developments	National Competency Standard (Level 1-4)	9	9
	National Competency Standard (Level 5-6)	11	5
	Assessment Resources (National competency standard)	3	17
	Curriculum	9	1
	Training standards	1	4
	Test papers	1	11
Validations	Curriculum	6	8
	National competency standard (level 1-4)	16	3
	National competency standard (level 5-6)	3	1
	Evaluation resources (National Competency based)	3	
Evaluations	Test papers	2	2
	National competency standard (level 1-4)	3	22
	National competency standard (level 5-6)		1
	Evaluation resources (National competency based)		18
	Curriculum (National competency based)		1
	Training standards		2
Total		67	105

The content of details such as National competency Standard Evaluation resources, curriculum and Test papers related to vocational training in the year under review is reflected by afore given table. Accordingly, 105 documents related to training standards representing said section had been prepared completely in the year 2014 and referred to each section. This amount means a progress of 57% compared this number with the year 2013.

Meanwhile, 14 national competency standards and 17 evaluation resources had been prepared anew embodying revising of 22 national competency standards and 18 evaluation resources.

Table 15 : Accreditation of Courses and Registration of Training Centers

Main purpose	Unit	Progress	
		2013	2014
Accreditations	No. of courses	57	90
Number of courses registered	No. of centres	55	64



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90 courses have been accredited in the year 2014 and registration has done at 64 centres. This amount has shown a upliftment when compared with last year.

Table 16 - Distance Education

Province	District	No. of Modules issued by Curriculum Development Unit	
		2013	2014
Western	Colombo	4592	6725
	Gampaha	1655	3019
	Kalutara	494	2631
Central	Kandy	1900	1779
	Matale	1125	2043
	Nuwaraeliya	440	2378
Southern	Galle	827	3106
	Matara	1932	547
	Hambantota	834	1140
Northern	Mannar	30	300
	Vavuniya	61	450
	Jaffna		350
	Kilinochchi		350
	Mulativu		300
Eastern	Ampara	58	
	Trincomalee		1650
North western	Kurunegala	635	1065
	Puttalam		400
North Central	Anuradhapura	765	1473
	Polonnaruwa	130	
Uva	Badulla	1105	1855
	Monaragala	884	374
Sabaragamuwa	Ratnapura	1615	1620
	Kegalle	2516	1363
Others		45	122
Total		21643	35040



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The afore given table reflects details related to courses for apprentices issued by the head office. Accordingly, 35040 courses have been released during the year under review. The speciality of this year is working out courses attractive to apprentices and placed them in attractive way.

Graph 12: Distribution of modules



According to afore given graph, it is clear that a clear cut progress had been made in the year 2014 compared with the year 2013 this upswing is marked as a progress of 62%.



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Table 17 : Vocational Guidance and Directions

District	Programmes						No. of attendees
	Programmes for school drop outs	School programmes	Individual development programmes	Programmes to educate general public	Exhibitions / Seminars	Other	
Head office	7	7		1	1	2	1664
Gampaha	18	11			5	23	4606
Kalutara	5	6		2		5	1728
Kandy	22	9		8			1712
Galle	8	12		2	1	3	2358
Matara							
Hambantota	16	2				8	984
Jaffna	7	6				5	1200
Mannar	2	2					198
Vavuniya	4	2				1	252
Kilinochchi	1	7		18			610
Batticaloa							
Ampara	2	3		1		16	1050
Kurunegala	16	22		2	3	21	6543
Ratnapuara	2	5			1	5	844
Kegalle	15	9		18	1	2	3895
Total	125	103		52	12	91	27644

Vocational guidance and consultancy programmes for 27644 persons had been conducted in the year 2014 by 383 programmes. Meanwhile, 125 programmes for school drop outs and 103 school programs have been conducted.



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Administration and Human Resources Development

The approved cadre of the Authority was 1358. By end of year 2014, it was able to reach 887 from the total cadre positions.

Table 18 - Staff details

Salary scale	Designation	Approved cadre	No. of staff as at 31/12/2014
HM	Senior Manager	6	5
MM	Medium scale manager	21	15
AR	Academic and research	94	28
JM	Junior manager	113	85
MA4	Implementation and Consultancy services	638	379
MA3	Related officers	2	0
MA2	Management Assistant Services	332	256
PL	Primary level services	152	119
	Total	1358	887

It was a milestone achieved by the Authority in approving cadre position from 992 up to 1358 in this year.

Further, 225 new employees have been recruited in this year and 51 employees have been promoted.

Table 19 - Recruitments and promotions

Description	2013	2014
Recruitments (Permanent appointments)	77	225
Promotions	7	51



National Apprenticeship and Industrial Training Authority
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Special programmes implemented in year 2014



Rice Dansela held at head office premises for Vesak full moon day in year 2014



Annual trip organized by Welfare Association



National Apprenticeship and Industrial Training Authority
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Engineering Technological Institute - Katunayaka

The students who follow National Diploma in Engineering shared their knowledge on Engineering with general public at "Deyata Kirula Educational and Trade fair" held on Wayaba university premises in Kuliyaipitiya.



- In line with “2015 exhibition”, a walk organized by students who follow National Diploma on Engineering geared up from head office of NAITA on 06th December 2014 concluded at Independence square in Colombo.



- Conducting a live concert organized by 2010 batch of National Diploma on Engineering was held in the auditorium of Engineering Technological Institute in Katunayaka on 14th June 2014



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- Conducting Bakthi songs presentation called “Dam Nada Sathsara” by students who follow National Diploma on Engineering for Veska full moon day.
- A series of seminars as a way of helping hand to students organized by 13th and 14th Students’ Organization in National Diploma on Engineering at National Engineering Technological Institute for the first time was held for three days at Kalagedihena Maha Vidyalaya, Pitiyegedara Maha Vidyalaya and Roman Catholic. This special programme was held up to interval.

Automobile Engineering Training Institute

Lahiru Thiranja Padagamage of New Creation unit of Automobile Engineering Training Institute won the first place in --- section at University and Technical College category in “Sahasak Nimavum” new creation competition held in the year 2014.

H.M. Priyadarshana Weerasinghe New Creation unit of Automobile Engineering Training Institute bagged the second place in Agriculture section at University and Technical College category in “Sahasak Nimavum” new creation competition held in the year 2014

Programmes implemented through District Offices

Colombo district

- Sinhala New Year festival named “Bakmahai – Apekamai” organized for the first time by apprentices attached to Apprentice Training Center operates under the Colombo district office of the NAITA was held on the district office premises with a high note.



- In view of Wesak festival, the staff and apprentices observed Sil. Offering youths with such an opportunity was in praise of Bikkus who called upon for the Dhamma sermon.





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- Teachers' day commemoration function was held at "Kenimadala" in head office with Hon. Chairman at Chair at which apprentices came out outstandingly with their skills. A special talk on tasting classical songs was conducted by Mr. Bandara Eheliyagoda, a famous lyricist.
- Took part in exhibition held in line with South Asian Youth Federation seminar in Sri Lanka and there the foreign youth delegation had the opportunity to test them. There, all of them expressed their satisfaction and left few comments on the autograph'



Kalutara district

- Gayan Indika Wijethunga from "Tangarin" hotel in Kalutara representing Bakery trade bagged gold medal and Harsha Thushara Jayasinghe from "Palms" hotel had won bronze medal at the "Touch Your Future Skill Competiton – 2014'.



- "World Youth Federation -2014" held in BMICH was participated by employees of star classed hotels in Kalutara and Beruwala, trainers and apprentices had presented,
 - Sri Lankan food items
 - Traditional foods of Sinhalese, Tamils and Muslims

Under different food categories and how they were tasted by foreigners are depicted.



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Colourful creations oriented by fruits and vegetables had been submitted to the exhibition by them.



Galle district

- Job fair held in Baddegama had been a rare opportunity to educate unemployed youths in remote areas for finding suiting employments.



- A series of awareness raising programme on apprentice training for students of G.C.E. (O/L) and G.C.E. (A/L) were held in selected schools in Baddegama, Nagoda and Balapitiya
- An awareness raising programme for unemployed youths on beauty care was held at Baddegama Training Centre with the sponsorship of Nature Secret, a firm with a reputed brand name in Sri Lanka
- A blood donation pinkama was conducted by apprentices of Hikkaduwa hotel school in the month of June.
- An occasion from community service held by students of Nurse training centre based on Women Rehabilitation Centre for the mentally retarded.



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Matara district

- Under the “Nipunatha Abhisheka - 2014” held in the “Sanath Jayasuriya” play ground, masons/beauticians /plumbers and electricians were pre-appraised and the qualifiers were offered with NVQ certificates by Hon. Dullas Allahapperuma, Minister of Youth Affairs and Skill Development.
- An exhibition was held in “Sanath Jayasuriya” play ground in Matara joining hands with the Counselling Division and Foreign Secretariat of NAITA
- Holding an exhibition called “Vibavi” in Sujatha Girls’ school in Matara'

Hambantota district

- The shramadana campaign held at the Polonmaruwa Blind’s school in Tangalle by apprentices





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- Awareness raising program for apprentices on child abuses, crimes, drugs and venereal diseases with sponsorship of Police Child and Women Bureau.
- Education programme for apprentices called “Water based paint” held by Nipolac company



Jaffna district

- Contribute to District Development Programme held in Jaffna District Secretariat.
- A scene from year end concert aimed to build up solidarity among staff members all the members have participated.



In addition, the following occasions were observed by apprentices at the Apprentice Training Centre.

- Commemoration of Teachers’ day
- Holding a Christmas festive occasion
- Saraswathi Pooja



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Mannar district

- A Hindu festival called “Vanni Vizha” was held with participation of District Manager, staff and apprentices'



Vavuniya district

- Social Competency Programme conducted at Vavuniya district services Lanka Foundation with participation of district managers and consultants was held with success.



- Pre Training Post Appraisal (RPL) promotion programmes were implemented in all DS divisions in Vavuniya district from 17th to 20th March, 2014 with participation of officers at district offices and Information Technology apprentices. They had received a large number of applications following the said RPL promotion programme.
- RPL final assessment conducted for National Vocational Qualifiers with sponsorship of WUSC and ILO. 210 apprentices taken part in this representing various trades were offered with certificates at head office of NAITA.



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- A special guidance programme in the Nedunkerny North Divisional Secretariat in Vavuniya with participation of around 300 persons by the District Secretariat.



Kilinochchi district

Foundation laying ceremony for Sri Lanka German Training Centre

- The foundation laying ceremony for Sri Lanka German Training Centre was successfully held at Aravier city in Kilinochchni with the participations of Hon. Dullas Alahapperuma, Minister of Youth Affairs & Skill Development, Dr. Juergen Morhard – embassaor of German Republic, Heinz Walker Nederkoorm – Ambassador of Switzerland, Hon. Murugesu Chandrakumar-Deputy Chairman of Committees, Hon. Chairman, Director General, Directors and Assistant Directors of NAITA.



- Conducted 26 days of programme with the participations of electricians, motor mechanics and information technicians, to promote Pre-training Post Appraisal (RPL) Activity programme.
- Certificate awarding ceremony was held in appraising masons and carpenters who accomplished training at “Friends Inn”
- Declared opening of Harmony Centre with the participations of Director General & Assistant Directors.



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Ampara district

- 38 trainees representing ten trades participated at Skill competition held island wide in the year 2014 and Ampara district office qualified to bag golden and bronze medals for Aluminium Processing industry.

Medal awarding to Mr. A.M. Nissar by Ampara district Manager.



- Distributed book marks among all staff members in commemorating Skills Day by Ministry of Skills Development and Youth Affairs division'





National Apprentice and Industrial Training Authority
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Trincomalee district

- Apprentice welcoming ceremony for Information & Technology course held in September.



- An awareness raising programme on foreign employment opportunities was held in November.



- Commemoration of anniversary of NAITA
- Held an awareness raising meeting in the month of September for parents of apprentices.
- Awarding prizes and cups for first runner ups of Crickt tournament held in April.



National Apprentice and Industrial Training Authority
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Kurunegala district

- Conducted number of Enterprenuier Development programmes.
- Scenes of new year and Wesak celebrations held with the participations of district office employees & apprentices.



Puttalam district

- Took part in annual trip by apprentices



- New year celebration held with the participation of distrit office employees & apprentices





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- Organized a religious programme and walk by apprentices in commemorating anniversary of NAITA.

Polonnaruwa district

- Declared opening of Polonnaruwa District office of NAITA housing in a new building at No. 03, Irrigation Mawatha, New Town, Polonnaruwa.



Badulla district

- Conduct a programme on Hybrid Technology by Capacity Building for Field Officers with participation of 35 of them.
- A stakeholder seminar was held for 185 employees.

Monaragala district

Few programmes were implemented in 11 Divisional Secretariats in Monaragala district for the apprentices under training with NAITA.

- career guidance programmes - 16
- school programmes - 15
- Field officer programmes - 06
- parent programmes - 06



National Apprentices and Industrial Training Authority
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Ratnapura district

- Commemorating of Sinhala and Tamil new year festival by staff and apprentices with rituals and prize giving for the winners of Avurudu games
- Conducted a Dhamma sermon in view of anniversary of National Apprentices Industrial Training Authority
- Opening new web site of the district office



Kegalle district

- Under the “Deyata Kirula” programme, qualifiers of pre-appraisal test were awarded with certificates by the Hon. Ranjith Siyabalapitiya, Minister of Information and Communication at Galigamuwa Divisional secretariat.





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- Contribution in the “Tharunodaya” exhibition held in Swarna Jayanthi Maha Vidyalaya



- Foundation laying ceremony for the Basic Training Centre in new district office under patronage of the Hon. Dullas Alahapperuma, Minister of Information and Communication and other political dignitaries in the area.

FOREWORD

ANNUAL ACCOUNTS FOR THE YEAR ENDED 31.12.2014

NATIONAL APPRENTICE & INDUSTRIAL TRAINING AUTHORITY

	<u>Allocation</u>	<u>Funds Released by the Treasury</u>
	(Rs.)	(Rs.)
Recurrent Expenditure Grant	650,000,000.00	650,000,000.00
Capital Expenditure Grant - CF	210,000,000.00	195,500,000.00
Skilled Sector Development Programme	157,100,000.00	116,482,385.57
	<u>1,017,100,000.00</u>	<u>961,982,385.57</u>
Add: Estimated Income	50,000,000.00	64,272,409.66
Total Income for the year	<u>1,067,100,000.00</u>	<u>1,026,254,795.23</u>

Aid received during the year 2014 from other agencies are indicated below :

	<u>Value of Items/Funds</u>
Aid Received (Recurrent) - schedule - 14 (Page - 44)	10,567,167.44
Differed Income - 13 (Page - 43)	91,520,101.09
	<u>102,087,268.53</u>

The following documents are included:-

- i. Statement of Financial Position as at 31st December 2014
- ii. Statement of Financial Performance for the year ended 31st December 2014
- iii. Statement of Cash Flows for the year ended 31st December 2014.
- iv. Statement of Changes in Equity for the Year ended 31st December 2014
- v. Notes to the Accounts for the year ended 31st December 2014

Chandana Arunadeva Silva
Chairman
National Apprentice & Industrial Training Authority.

NATIONAL APPRENTICE & INDUSTRIAL TRAINING AUTHORITY
STATEMENT OF FINANCIAL POSITION AS AT 31.12.2014

	Note	Sch.	Page No.	31.12.2014 (Rs)	31.12.2013 (Rs)
Assets					
Non Current Assets					
Property, Plant and Equipment	2	A	21	980,565,405.51	904,803,170.81
Capital Work in Progress	3		21	62,871,021.96	79,801,952.98
				<u>1,043,436,427.47</u>	<u>984,605,123.79</u>
Current Assets					
Stocks	4	B	21	9,643,027.70	7,896,931.52
Receivables	5	C	22	144,655,897.35	74,087,396.71
Deposits, Prepayments & Advances	6	D	25	19,731,699.98	36,045,020.64
Short Term Investments	7		29	78,685,316.77	76,179,993.34
Cash in Transit	8		29	12,564,224.66	9,542,631.38
Cash & cash Equivalents	9		30	69,772,938.76	37,005,144.37
				<u>335,053,105.22</u>	<u>240,757,117.96</u>
Liabilities					
Current Liabilities					
Payables	10		31	106,252,678.37	82,335,287.21
Net Current Assets/(Liabilities)				<u>228,800,426.85</u>	<u>158,421,830.75</u>
Total Assets				<u>1,272,236,854.32</u>	<u>1,143,026,954.54</u>
Equity & Liabilities					
National Apprentice & Industrial Training Fund	11		39	293,634,964.45	304,808,452.43
Capital Reserve					1,391,526.65
				<u>293,634,964.45</u>	<u>306,199,979.08</u>
Non Current Liabilities					
Provision for Gratuity	12		43	175,001,136.13	152,092,656.76
Differed Income	13		43	803,600,753.73	684,734,318.70
				<u>1,272,236,854.31</u>	<u>1,143,026,954.54</u>

Accounting policies and notes page 06 to 52 form an integral part of the Financial Statements.

Director Finance

For and on behalf of Board of Management

.....
Chandana Arunadeva Silva
Chairman

NATIONAL APPRENTICE & INDUSTRIAL TRAINING AUTHORITY
STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31.12.2014

	Note	Page No	2014 (Rs)	2013 (Rs)
INCOME				
Government Grant - Recurrent			650,000,000.00	564,000,000.00
Government Capital Grant Transferred			29,848,757.75	
Skills Sector Development Programme			116,482,385.97	
Self Generated Earnings	11(b)	41	3,127,901.83	2,790,909.87
Deffered Income Transferred	13	43	91,520,101.09	85,633,350.73
Other Aid- Recurrent	14	44	10,567,167.44	11,667,717.25
Other Income	15	45	64,272,409.66	61,075,923.22
TOTAL INCOME			<u>965,818,723.74</u>	<u>725,167,901.07</u>
LESS: OPERATING EXPENSES				
TRAINING EXPENSES				
Training Consumables	16	47	13,346,013.65	16,462,264.26
Other Training Expenses	17	47	187,729,675.09	76,490,223.59
Staff cost	18	47	234,317,250.65	212,763,718.70
Staff cost - Other Expenses	19	48	35,525,605.47	21,173,496.99
Transportation and communication	20	49	54,817,113.83	50,011,243.76
Supplies and office Requisites	21	49	8,327,222.87	9,161,283.17
Equipment maintenance	22	50	73,896,808.59	62,277,219.26
Premises maintenance	23	50	99,655,549.48	96,390,093.20
			<u>707,615,239.63</u>	<u>544,729,542.93</u>
ADMINISTRATION AND FINANCE EXPENSES				
Staff Cost	19	48	126,170,827.27	114,565,079.30
Staff Cost - Other Expenses	19/1	48	19,129,172.17	11,401,113.77
Transportation & Communications	20	49	29,516,907.44	26,929,131.25
Supplies & Office Requisites	21	49	4,483,889.24	4,932,998.63
Equipment Maintenance	22	50	39,790,589.24	33,533,887.29
Premises Maintenance	23	50	53,660,680.49	51,902,357.88
Audit Fees			544,430.90	377,488.10
Finance & Other Expenses	24	50	4,473,463.78	5,113,780.24
			<u>277,769,960.53</u>	<u>248,755,836.46</u>
TOTAL OPERATING EXPENSES			<u>985,385,200.16</u>	<u>793,485,379.39</u>
NET PROFIT FOR THE YEAR			(19,566,476.42)	(68,317,478.32)
OTHER COMPREHENSIVE INCOME				
Revaluation Surplus / (Deficit)				
Foreign Countries Subsidiary Co. Assets				
Exchange Surplus / (Deficit)				
Gratuity Valuation Surplus / (Deficit)				
Fair Value measure Gains / (Losses)				
NET COMPREHENSIVE INCOME	39		<u>(19,566,476.42)</u>	<u>(68,317,478.32)</u>
Transferred to National Apprentice & Industrial Training Fund				

NATIONAL APPRENTICE & INDUSTRIAL TRAINING AUTHORITY
CONSOLIDATED CASH FLOW STATEMENT

FOR THE YEAR ENDED	31.12.2014	31.12.2013	
	RS	RS	
OPERATING ACTIVITIES			
NET SURPLUS (DEFICIT) FOR THE YEAR	(19,566,476.42)	(71,002,750.71)	
ADJUSTMENTS			
DEPRECIATION FOR THE YEAR	135,105,894.94	130,923,370.07	
DEPRECIATION ADJUSTMENTS	(281,124.64)		
PROVISION FOR GRATUITY	32,869,059.62	21,284,204.69	
GRATUITY PAYMENTS	(9,960,580.25)	(9,362,233.50)	
PROFIT (LOSS) ON SALE OF FIXED ASSETS	10,478.87		
CAPITAL GRANT TRANSFERRED IN INCOME STATEMENT	(29,848,757.75)		
ALLOWANCE FOR BAD & DOUBTFUL -STAFF NOT IN SERVICE	(209,185.38)	232,599.79	
ADJUSTMENT FOR PROFIT (LOSS) ON SALE OF FIXED ASSETS	(1,391,526.65)		
ALLOWANCE FOR BAD & DOUBTFUL DEBTS -SUNDRY DEBTOR	54,298.29	88,095.73	
NET RECOVERY OF DEPRECIATION OF PART TIME INCOME	33,264.58		
DECREASE IN OBSOLETE STOCK PROVISION	(4,689.18)	(14,742.08)	
SURPLUS (DEFICIT) BEFORE CHANGES IN WORKING CAPITAL	106,810,656.03	72,148,543.99	
MOVEMENTS IN WORKING CAPITAL			
PREVIOUS YEAR AID		(68,593,866.84)	
INCREASE IN INVENTORIES	1,746,096.18		
DEMOLISHING OF IETI BOUNDARY WALL		(1,000,000.00)	
AID RECEIVED		8,169,781.00	
(INCREASE)/DECREASE IN STOCKS		1,902,108.34	
INCREASE / DECREASE IN RECEIVABLES	70,568,500.64	(856,775.32)	
DECREASE IN DEPOSITS PREPAYMENTS & ADVANCES	(16,313,320.66)	(16,387,603.39)	
INCREASE/DECREASE IN DEFERRED INCOME		7,696,177.15	
INCREASE/ (DECREASE) IN PAYABLES	(17,768,360.01)	(11,606,013.05)	
INCREASE/ (DECREASE) IN ACCRUED EXPENSES	(6,149,031.15)		
NET CASH FLOW GENERATED FROM OPERATING ACTIVITIES	138,894,541.03	(8,527,648.12)	
INVESTING ACTIVITIES			
PROCEED FROM SALE OF FIXED ASSETS	7,236.00	49,087.05	
ACQUISITION OF FIXED ASSETS	(161,863,297.36)	(87,069,022.04)	
ADJUSTMENT FOR ADDITIONS OF FIXED ASSETS	128,016.67		
INTERIM PAYMENTS TO WORK IN PROGRESS	(55,901,343.74)	(25,518,864.41)	
NET CASH FLOW GENERATED FROM INVESTING ACTIVITIES	(217,629,388.43)	(112,538,799.40)	
FINANCING ACTIVITIES			
CAPITAL GRANT GOSL	165,651,242.25	121,700,000.00	
RECEIPT FROM RDA	1,306,218.20		
NET DECREASE IN LIBRARY FUND	(234,000.00)	(299,000.00)	
ADJUSTMENT FOR MOVEMENT OF DIFFERED GRANT	(49,693,901.95)		
NET CASH FLOW FROM FINANCING ACTIVITIES	117,029,558.50	121,401,000.00	
NET INCREASE IN CASH AND CASH EQUIVALENTS	38,294,711.10	334,552.47	
Cash & Cash Equivalents at beginning of the period		122,393,216.62	
Cash & Cash Equivalents at end of the period	38,294,711.10	122,727,769.09	
ANALYSIS OF BALANCE OF CASH & CASH EQUIVALENTS	2014	2013	Change in the year
CASH IN TRANSIT	12,564,224.66	9,542,631.38	3,021,593.28
INVESTMENTS	78,685,316.77	76,179,993.34	2,505,323.43
CASH & CASH EQUIVALENTS	69,772,938.76	37,005,144.37	32,767,794.39
	161,022,480.19	122,727,769.09	38,294,711.10

NATIONAL APPRENTICE AND INDUSTRIAL TRAINING AUTHORITY
STATEMENT OF CHANGES IN EQUITY

Description	Accumulated Fund	Profit on Part Time Accounts	Aid Received	Library Fund	Motor Cycle Revenue Reserve	IETI Boundary Wall Fund	Capital Reserve on Part Time	Obligatory Reserve on Part Time	Reserve	Budumadura fund	MYASD Grant	Total
Balance as at 01.01.2014	(545,653,156.08)	48,168,608.86	717,117,964.73	327,730.75	7,270,139.28	1,000,000.00	5,322,198.70	2,661,099.34	1,391,526.65	719,866.84	67,874,000.00	306,199,979.07
Add												
Capital Grant Gost	195,500,000.00											195,500,000.00
Local Grant for Budumadura	719,866.84									(719,866.84)		0.00
Grant from MYASD	67,874,000.00									(67,874,000.00)		0.00
Profit of the Year		1,597,240.07										1,597,240.07
Registration fee				165,000.00								165,000.00
Local Grant from RDA						1,306,218.20						1,306,218.20
Transferred from Part time Income							3,351,222.70	1,675,611.35				5,026,834.05
Less												
Adjustment	(291,832.53)											(291,832.53)
Net Deficit for the Period	(19,566,476.42)											(19,566,476.42)
Capital Grant Transferred to Income Statement	(29,848,757.75)											(29,848,757.75)
Part Time Profit Transferred	(3,127,901.83)											(3,127,901.83)
Acquisition of Books				(398,000.00)								(398,000.00)
Deferred Grant Transferred	(161,534,811.76)											(161,534,811.76)
Transferred to income Statement									(1,391,526.65)			(1,391,526.65)
Total	(495,929,069.53)	49,765,848.93	717,117,964.73	95,730.75	7,270,139.28	2,306,218.20	8,673,421.40	4,336,710.69	0.00	0.00	0.00	293,634,964.45

**NATIONAL APPRENTICES AND INDUSTRIAL TRAINING AUTHORITY
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31.12.2013**

Note - 01

General Accounting Policies

1 Reporting Entity

The National Apprentices and industrial Training Authority (herein after referred to as "Authority") which is situated at No. 971, Sri Jayewardenepura Mawatha, Welikada, Rajagiriya was incorporated by Tertiary & Vocational Education Act No. 20 of 1990.

2 Basis of Preparation

The Financial Statements of the organization have been prepared in accordance with generally accepted accounting principals and Lanka Accounting Standards (LKAS).

These Financial Statements presented in accordance with LKAS and Rupees have been prepared on historical cost basis

3 Comparative Information

3.1 The previous year figures and phrases have been re-arranged wherever necessary to conform to the current year's presentation.

4 Government Grants & Subsidies

4.1 Government Grants on which the organization depends for its expenditure are being accounted on a receipts basis. Grants related to recurrent expenditure are being presented as a credit in the Statement of Comprehensive Income account whereas the grants released to Capital Expenditure are being credited directly to the National Apprentices & Industrial Training Fund.

4.2 Grant related to assets and Grant in the form of transfers of assets are recognized as deferred income in the comprehensive Income statement on a systematic basis over the useful life of the related assets.

5 Assets and the bases of their valuation

5.1 Stocks

Stocks have generally been valued at the cost and provision is made at 5% for obsolete stocks of printed materials.

5.2 Receivables

Receivables are stated at the amount expected to be realized and 100% provision has been made for Bad and doubtful debts of staff who are not in the service of the authority as at 31.12.2013. 5% provision has been made as bad and doubtful debts all other debtors except staff in services

5.3 Property, Plant and Equipment

(a). Recognition and Measurement

Items of Property, Plant and Equipment are stated at cost less accumulated depreciation or impairment loss

(b). Cost

The cost of Property, Plant and Equipment comprises its purchase price and any directly attributable cost of bringing the assets to working condition for its intended use

Subsequent expenditure incurred for the purpose of acquiring, extending or improving assets of permanent nature in order to carry or increase performance of the Authority have been treated as capital expenditure

(c). Inventory having shorten life

Inventory items having short life nature and are not material to capitalize are written off to Statement of Comprehensive Income. However, for the purpose of control these item are inventoried and physical control is exercised.

(d). Depreciation

Depreciation is calculated on a straight line basis over the useful life of the assets

Rate of depreciation

	Over the period of
Lease hold Land	lease
Buildings	5%
Machinery & Equipment	10%
Furniture & fittings & Office Equipment	10%
Computer & Accessories	25%
Library Books	10%
Motor Vehicles	25%



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கணக்காய்வாளர் தலைமை அதிபதி திணைக்களம்
AUDITOR GENERAL'S DEPARTMENT



මගේ අංකය
எனது இல.
My No.

JP/E/NAITA/01/14/310

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date

31 January 2016

The Chairman,
National Apprenticeship and Industrial Training Authority.

Report of the Auditor General on the Financial Statements of the National Apprenticeship and Industrial Training Authority for the year ended 31 December 2014 in terms of Section 14(2) (c) of the Finance Act, No.38 of 1971

The audit of financial statements of the National Apprenticeship and Industrial Training Authority for the year ended 31 December 2014 comprising the statement of financial position as at 31 December 2014 and the statement of financial performance, statement of changes in equity, and the consolidated cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory information, was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 13(1) of the Finance Act, No.38 of 1971 and Section 56(2) of the National Apprenticeship and Industrial Training Authority Act, No. 20 of 1990. My comments and observations which I consider should be published with the Annual Report of the Authority in terms of Section 14(2)(c) of the Finance Act appear in this report. A detailed report in terms of Section 13(7)(a) of the Finance Act was furnished to the Chairman of the Authority on 09 October 2015.

1.2 Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Sri Lanka Public Sector Accounting Standards and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatements whether due to fraud or error.

1.3 Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Sri Lanka Auditing Standards consistent with International Standards of Supreme Audit Institutions (ISSAI 1000 – 1810). Those Standards require that I comply with ethical requirements and plan perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The Procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments; the auditor considers internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Authority's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of financial statements. Subsections (3) and (4) of Section 13 of the Finance Act, No.38 of 1971 give discretionary powers to the Auditor General to determine the scope and extent of the audit.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

1.4 Basis for Qualified Opinion

My opinion is qualified based on the matters described in paragraph 2.2 of this report.

2. Financial Statements

2.1 Qualified Opinion

In my opinion, except for the effects of the matters described in paragraph 2.2 of this report the financial statements give a true and fair view of the financial position of the National Apprenticeship and Industrial Training Authority as at 31 December 2014 and its financial performance and cash flows for the year then ended in accordance with Sri Lanka Public Sector Accounting Standards.

2.2 Comments on Financial Statements

2.2.1 Accounting Deficiencies

The following accounting deficiencies were observed.

- (a) The expenditure of capital nature amounting to Rs.12,399,864 incurred during the year under review had been brought to account as revenue expenditure.
- (b) Rent amounting to Rs.338,513 paid in respect of the preceding year had been shown as expenditure of the year under review while accrued expenses amounting to Rs.72,837 had not been brought to account.
- (c) The debtors and creditors resulting from the internal transactions between the Head Office and the Branch Offices of the Authority had been shown separately instead of being set off against each other.

2.2.2 Non-reconciliations

A difference of Rs.95,295 was observed between the cash balances relating to 04 Bank Accounts included in the cash and cash equivalents appearing in the statement of financial position and the cash balances of the cash books of the District Offices.

2.2.3 Lack of Evidence for Audit

The evidence indicated against the following items appearing in the financial statements had not been furnished to audit

Particulars	Value	Evidence not made available
-----	-----	-----
	Rs.	
(a) Expenditure on Exhibitions, Seminars and Publicity	402,275	Purchase Orders, Goods Issue Notes and Goods Received Notes of Stores
(b) Training Equipment, Stocks of Raw Materials, T Shirts, Flags, Invitation Cards, Posters and Banners obtained for the Skills Achievement Programmes at Matara and Kurunegala organized by a public institution.	16,799,674	Information on the receipt of goods in the stores and issue therefrom.

2.3 Accounts Receivable and Payable

The following observations are made.

- (a) Debts older than 05 years amounting to Rs.1,469,022, a sum of Rs.1,603,608 between 03 to 05 years old and a sum of Rs.2,996,665 between 01 year to 03 years old had been outstanding.
- (b) Action had not been taken even up to the end of the year under review for the recovery of the loan balances amounting to Rs.209,185 recoverable from the employees who had vacated posts.
- (c) Action had not been taken even up to the end of the year under review for the settlement of 21 advance balances amounting to Rs.265,154 granted by the Authority to different parties during the period from the year 1995 to the year 2013.



- (d) Creditors balances amounting to Rs.323,970 older than 03 years had not been settled.

2.4 Non-compliances with Laws, Rules, Regulations and Management Decisions

The following non-compliances were observed.

Reference to Laws, Rules, Regulations and Management Decisions	Non-compliance
(a) Finance Act, No. 38 of 1971	
(i) Section 11	The concurrence of the Minister of Finance had not been obtained for the investments amounting to Rs.78,685,317 made during the year under review.
(ii) Section 13.8	Even though the steps proposed to be taken on the matters pointed out in the Audit Report in terms of Section 13(7)(a) of the Finance Act should be furnished to the Auditor General by the Board of Governors within 03 months from the date of such report, action had not been taken in respect of the reports for the years 2012 and 2013 accordingly.

(b) Establishments Code of the Democratic Socialist Republic of Sri Lanka

(i) Chapter II – Section 7.1

Even though an officer dismissed from service after a disciplinary inquiry is unfit to receive an appointment in the Public Service, the officer who had been accused of a cash fraud and interdicted had been recruited to the post of Director (Finance).

(ii) Chapter XV Section 3.1

Even though an officer on probation should not be sent abroad unless for obtaining the qualifications necessary for the confirmation in service, contrary to that, the Director (Finance) who was on probation had been granted authority to proceed abroad in two instances and spent a sum of Rs.921,102 in that connection.

(c) Financial Regulations of the Democratic Socialist Republic of Sri Lanka

(i) Financial Regulation 104

Action on losses had not been taken in connection with 16 accidents caused to motor vehicles in the year under review and the accidents caused to motor vehicles in the preceding years.

(ii) Financial Regulation 395(c)

The Bank Reconciliation Statements in respect of the year under review had not been prepared for 04 Bank Accounts.



- (iii) Financial Regulation 396(d) Action had not been taken on 27 cheques and Money Orders valued at Rs.590,306 issued but not presented to Banks for more than 06 months.
- (iv) Financial Regulation 1646 The Daily Running Charts and the Monthly Performance Summaries relating to 23 motor vehicles and the Daily Running Charts for 58 months in respect of 17 motor vehicles for the year under review had not been furnished to audit.
- (d) Public Enterprises Circular No. PED/12 of 02 June 2003
- (i) Section 6.5.1 A copy of the Draft Annual Report had not been furnished with the accounts.
- (ii) Section 8.3.8 Even though donations and rewards should be paid only after obtaining the prior approval of the Cabinet of Ministers, a sum of Rs.2,700,000 had been spent on donations without obtaining such approval.
- (e) Public Administration Circular No. 41/90 of 10 October 1990 Even though the fuel consumption of motor vehicles should be tested once in every 06 month, the fuel consumption of 55 motor vehicles of the Authority had not been tested.

- (f) Procurement Guidelines 2006
Section 1.2.1 (c)

Even though fair, equal and maximum opportunity for eligible interested parties should be provided for them to participate in procurement, the organization of the Skills Achievement Programmes at Matara costing Rs.33 million and the organization of 09 festivals and seminars costing Rs.14 million had been awarded to 02 private institutions without following the Procurement Procedure.

- (g) Public Finance Circular No. 446
of 01 September 2010

The expenditure incurred on telephones exceeding the approved limits in the year under review and the preceding year amounting to Rs.258,091 and Rs.127,927 respectively had not been recovered from the officers concerned. A sum of Rs.7,705,000 had been paid as telephone expenses for the period September 2012 to 31 December 2014 to 410 officers holding posts not covered by the circular provisions.

3. Financial Review

3.1 Financial Results

According to the financial statements presented, the financial results of the Authority for the year ended 31 December 2014 had been a deficit of Rs.19,566,476 as compared with the corresponding deficit of Rs.68,317,478 for the preceding. The financial results for the year under review, as compared with preceding year had indicated an improvement of Rs.48,751,002. The increase of the Government grants and the income over that of the preceding year had contributed to the improvement.

3.2 Legal Action instituted against or by the Authority

Four cases in connection with the non-payment of the Employees' Provident Fund in respect in 03 employees and the termination of the service of one employee had been filed against the Authority. The Authority had filed a case in connection of the ownership of the land of the Wellawatta Training Centre.

4. Operating Review

4.1 Performance

The following observations are made.

- (a) Even though targets for the year under review had been set for enrollment of 81,150 Apprentices under the various training fields, the actual enrollment had been 31,464 only. As such the actual enrollments had been less by 61 per cent of the target. Out of the Apprentices enrolled, 4,026 or 13 per cent had abandoned the courses.
- (b) Even though targets for the year under review had been set for carrying out 20 Development and Validation of National Competency Standards only 14 National Skills Standards Developments and 04 National Skills Standards Validations had been carried out. Even though targets had been set for carrying out 20 moderation of Question Papers Validation of Competency based Assessment Resources, only 2 had been carried out. Out of 20 updates had been targeted for carrying out, none of the updatings revision had been carried out.
- (c) The observations on the expected targets and the actual performance under the Skills Sectoral Development Project are as follows.
 - (i) Even though a sum of Rs.1,493,637 in addition to the sum of Rs.2,000,000 allocated in the year under review for the modernization of the Jaffna Training Centre had been spent, the modernization work had not been completed even by 30 June 2015.

- (ii) Even though an allocation of Rs.9,000,000 had been made for increasing the number of the on the job trained Apprentices to 60,000 , that work had not been commenced even by the end of the year under review.
- (iii) A sum of Rs.1,000,000 had been allocated in the year under review for appointing Commissions for 04 selected fields and after spending a sum of Rs.773,739 the work had been abandoned stating that not falling within the scope of the Authority.
- (iv) Even though the development of New National Skills Standards for 10 sectors had been planned, the National Skills Standards had been developed only for 02 sectors during the year.
- (v) A sum of Rs.25,000,000 had been allocated for the issue of 5,000 Certificates under the Record of Prior Learning Programme during the year under review, while a sum of Rs.58,114,789 had been spent for the issue of 1,666 Certificates. Even though the Authority had estimated a sum of Rs.5,000 for the issue of a certificate to an individual, it had spent a sum of Rs.34,883 per certificate.

4.2 Management Inefficiencies

The following observations are made.

- (a) The following observations were made at an examination of the Skills Achievement Programmes held under the Skills Sectoral Development Project in Matara and Kurunegala.
 - (i) According to the Circular No. 02/2014 dated 04 April 2014 of the Tertiary and Vocational Education Commission, the allowance payable per day to a person for evaluation of a Skills Enthronement Programme is Rs.3,000. Nevertheless, the payments made in connection with the Skills

Enthronement Programme held at Matara ranged from Rs.7,500 for the evaluation of Electricians and Masons and Rs.5,000 for the evaluation of Beauticians and Plumbers. The payments made by the Programme in Kurunegala for evaluation had been Rs.5,000 per day. Thus the overpayment made amounted to Rs.560,500.

- (ii) Despite an allowance of Rs.5,000 to the evaluators and the officers for the evaluation of 500 masons under the Record of Prior Learning Programme, had been paid, the Authority had spent a sum of Rs.335,823 for providing lodging and food.
 - (iii) Rewards costing Rs.275,000 had been given to the applicants who were evaluated without obtaining an assurance from the Tertiary and Vocational Education Commission whether they were qualified for the grant of certificates.
 - (iv) An awareness programme for the evaluators for this Programme had been held in a hotel without identifying the need and without obtaining the prior approval. A sum of Rs.199,500 had been spent for the supply of food to 70 persons at the rate of Rs.2,850 per person and hall fees while each participant had been paid a sum of Rs.1,000. Nevertheless, information to ensure their participation and the receipts for acknowledgement of money was not available.
- (b) Even though a sum of Rs.129,780 had been spent for the printing of 3,000 greeting cards for the year 2014, the particulars of distribution of the greeting cards were not made available to audit.
- (c) Even though a sum of Rs.780,000 had been spent for the production of 30 television advertisements for telecasting 5 days by a private television channel, the particulars of telecasting and the quotations called for were not available.

- (d) Five officers had been paid Rs.709,491 as performance based allowances under the Skills Sectoral Development Project without obtaining the information relating to the criteria which formed the basis for evaluation and whether they were engaged on part time duty basis to be entitled to the allowances.
- (e) The Authority had paid an advance of Rs.1 million to the service supplier for the foundation stone laying ceremony of the Training Centre at Kilinochchi, even before the quotations were submitted by the supplier. The service supplier institution had been paid a sum of Rs.4,098,950 as the expenditure of the Ceremony without the approval of the Board of control.
- (f) Even though a sum of Rs.1,005,161 had been paid to a private institution on 29 May 2014 for the installation of a Transformer, it had not been installed even by 06 June 2015, the date of audit.
- (g) Action had not been taken to identify and account the direct deposits amounting to Rs.1,657,580.
- (h) Action had not been taken to reimburse a sum of Rs.02 million spent on reimbursement basis from the Ministry on the World Youth Conference.

4.3 Transactions of Contentious Nature

A sum of Rs.368,000 had been paid to a private institution for illuminating the building of the Authority concurrently with the Commonwealth Leadership Conference. Further, a sum of Rs.175,000 had been paid for the souvenirs of various institutions, while sums of Rs.111,600 and Rs.67,500 had been spent for the display of a banner at a foundation laying ceremony and the purchase of T Shirts for 100 journalists respectively.

4.4 Idle and Underutilised Assets

The following observations are made.

- (a) Goods valued at Rs.563,360 lying in the stores for more than 02 years had not been distributed to the Regional Offices even by 15 July 2015, the date of audit.
- (b) The usable training equipment valued at Rs.1,464,848 purchased on 14 August 2014 for the Skills Enthronement Programme in Kurunegala remained idle in the Orugodawatta Store, without being used for the next Skills Achievement Programme held in Matara.
- (c) Thirteen motor vehicles of the Authority remained idle for over 03 years.

4.5 Resources of the Authority given to other Government Institutions

Six employees and 02 employees of the Authority had been released to the line Ministry and other Government institutions respectively and the periods of release ranged from 04 months to 10 years. A sum of Rs.279,829 paid by the Authority to two of those employees had not been reimbursed from the institutions concerned.

4.6 Personnel Administration

The following observations are made.

- (a) The approved cadre for the year had been 1,358 while the actual cadre had been 887, thus indicating 471 vacant posts. Action had not been taken to recruit officers for those posts.
- (b) A sum of Rs.4,248,402 had been paid as salaries in the year under review to the employees recruited on casual, temporary and contract basis without obtaining the approval of the Ministry or the Department of Management Services.
- (c) According to the Scheme of Recruitment of the Authority, an applicant should have a degree in Engineering or Agriculture or Mathematics obtained from any recognized University in Sri Lanka together with 05 years experience in the field

to recruit for the post of Inspector. Nevertheless, two persons who had not fulfilled those qualifications had been recruited as Inspectors and one of those officers held a degree in Business Management (Special Accounting).

- (d) Even though a minimum of 15 years management level experience in a Corporation, Board or a recognized Business Enterprise is required for the post of the Director (Training) of the Authority, an officer who did not have such experience had been recruited on 01 October 2014 to the post of Director (Training) of the Authority.

5. Accountability and Good Governance

5.1 Presentation of Financial Statements

According to the Public Finance Circular No.PF/PE/21 of 24 May 2002 the financial statements should be presented to audit within 60 days after the close of the financial year. Nevertheless, the financial statements of the Authority for the year under review had been furnished to audit only on 01 June 2015.

5.2 Procurement Plan

The Authority had not prepared a Procurement Plan for the year under review.

5.3 Budgetary Control

Variances amounting to Rs.60,095,856 were observed between the estimated income and expenditure of the budget and the actual income and expenditure, thus indicating that the budget had not been made use of as an effective instrument of management control.

5.4 Unresolved Audit Paragraphs

The following observations are made.

- (a) Action had not been taken even during the year under review for the rectification of the management inefficiencies such as the failure to recover liquidated damages, failure to enter into contract agreements, failure to issue letters of award of contracts and the failure to complete works on the due dates relating to 07 contracts shown as works-in-progress in the preceding year.




- (b) A letter of award of contract had not been issued or a proper agreement had not been entered into in connection with the contract valued at Rs.1,999,500 for the construction of the main Lobby. Other than a sum of Rs.200,000 paid in that connection on 28 February 2013 no other payments had been made thereafter.
- (c) An agreement had not been entered into in connections with the contract valued at Rs.1,327,000 for carrying out improvements to the Head Office premises. Even though a sum of Rs.700,000 had been paid to the contractor in the year 2013, the work had not been completed even by July 2015, the date of audit. No other payments had been made.

6. **Systems and Controls**

Deficiencies in systems and controls observed during the course of audit were brought to the notice of the Chairman of the Authority from time to time. Special attention is needed in respect of the following areas of control.

- (a) Stores Control
- (b) Management of Fixed Assets
- (c) Motor Vehicles Utilisation
- (d) Apprentices and Training activities
- (e) Personnel Management


H.M.Gamini Wijesinghe
Auditor General

Replies to the Report of the Auditor General as per the Section 14 (2) (C) of Monetary Act No.38 of 1971 with regard to the Financial Statements of the National Apprentice and Industrial Training Authority for the year ended in 31 December 2014.

2.2.1. Accounting Deficiencies

(a) Capital expenditure of Rs.12, 399,864 /- indicated in accounts as revenue expenditure.

Paid amount of Rs.1, 629,800/- for Mulativ District Office was not capitalized in accounts because the mentioned buildings are not the property of the Authority.

Expended amount of Rs.431, 797/- for Nawalapitiya Training Center and Rs.383, 610/- for Gampaha District Office were not capitalized because the buildings are not the property of the Authority. Badulla District Office building is a property of the Authority thus the expended amount of Rs.100, 000/- for it was capitalized. This amount of Rs.100, 000/-was paid as the advance and rest amount of Rs.57, 500/-was also capitalized with this through (J397).

Rs.550, 000/- is an advance payment for installation of a new engine thus credited it to advance account. Depreciation adjustment will be done in capitalizing process.

Training equipment that used in *Nipunatha Abhisheka Programme* (Rs.8,782,785/-),the rest of it has given to the Automobile Engineering Training Institute in Orugodawatta and instructed Director(Finance) to indicate it in accounts after the physical test.

(a) Agree. Instructions have been given for relevant officers to avoid such mistakes in future and to record accounting in accordance to the accrual basis.

(b) When the internal borrowers and creditors offset together it difficult to settle the receivable balance, therefore has indicated separately.

2.2.2. Non-reconciliation

Non- reconciliation exists over 10 years for four bank accounts from the period of copying to the Ledger. Expect to observe instructions from Audit and Management Committee after forwarding it.

2.2.3. Lack of evidence for the Audit

	Description	Value	evidences not submitted	Voucher No.	Value	
(a)	Exhibition, seminars and advertising expenditure	Rs.402,275	Purchasing orders, announcement for issuing items, stores items received	1101	76,995/-	Bid has been called for 8 digital boards to install in new Computer Hardware Unit and has followed the procurement procedure.

			slips.			
				1102	44,725/-	Has purchased 21 digital boards for Hardware and Network courses by following procurement procedure.
				1395	4,300/-	Payments to sew official coat has given for an officer in Media Unit. The Ministry has informed that the official coat is required and Director (Admin) has obtained the approval.
				965	97,155/-	If rented out blazers for a one week of period for CHOGM, then have to absorb the amount than buying it. Thus, blazers have bought with the approval and by calling for bids
				1552	111,600/-	The payment has been done to AD HONS institute for a cutout regarding the ceremony of laying foundation stone for the new building in Kegalle District Office with the approval of former Chairman and Director General.
				2619	67,500/-	The minimum bid given by Queens Work Wear was obtained the T-shirt order and Assistant Director (Monitoring) has confirmed it through his signature. The payment has done in accordance to the approval of the Director General after the recommendation. Name list who received t-shirt is with Assistant Director (Monitoring).
(b)	Training equipment, stationaries,	Rs.16,799,674	Details of the goods which received to the	Internal basic investigation regarding the matter has been done and as the effect Director General's duty was suspended due to not following procurement		

t-shirts, flags, invitation cards, posters and banners obtained for Matara Nipunatha Abhisheka Programme organized by private institute.		stores and issued from stores.	procedure which has approved by government in supplying good and services, when choosing Light House (Pvt.) Ltd. for this programme. Final report will be forwarded to the Auditor General after conducting a formal investigation.56
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2.3. Accounts Receivable and payable

(a) Debtors balance that has exceeded five years are old balances and was not settled yet. Out of Rs.1,603,608/-of debtors balance from 3 to 5 years, Rs.349,938/- had been settled and remained Rs.1,253,670/- for the period of July 2015 and also out of Rs.2,996,665/- of debtors balance from 1 to 3 years Rs.1,908,315 had been settled and remained Rs.1,088,350/- for the period of July 2015.

(b) Out of Rs.209,185.38/- that should be recovered from the employers who left their services, had been settled Rs.104, 857/- and remained Rs. 104,328.38/- as at 31.12.2015.

(c) For the goods bought for Administration Division and District Offices have been reimbursed from the Head Office. But the relevant stores requisition forms from Administration Division or District Offices have not received to the Head Office thus indicated these payments as advancement. Except the above balance old balances are also included in Rs.265, 154/-

(d) This balance of creditors exists prior to the year 2012.

2.4. Non compliances with laws, rules, regulations and Management Decisions

Following non compliances have been observed.

Reference to laws, rules, regulations and Management decisions

(a) Finance Act No.38 of 1971

(i) Agree with audit observation. Since these are short-term, nonrefundable investments were invested in fixed deposits with the approval of the Board of Management.

(ii) 13.2 Sentence

Agree. Audit Management committee meeting was held only for once as there wasn't a Financial Ministry representative for the year 2015 due to change of the Board of Management time by time and thus proposed measures to establish regarding the 13 (7) (A) report could not be able to inform to Auditor General.

(b)

Basic Investigation regarding these recruitments was held and in accordance to the revealed facts Former Director (Finance) duty was suspended with effects from 20.08.2015.

Further, disciplinary inquiry conduct by issuing a charge sheet according to the chapter 48's 1st schedule in Establishment code.

Financial Regulation 395(C)

Bank reconciliation statements of 4 bank accounts have not been prepared.

Following bank account numbers have submitted for bank reconciliation description.

Acc.No	Description
174100110350218 313100153656984	Has signed the documents as received for auditing.
31310016365993	Bank reconciliation statements regarding this account are in the documents related to 313100153656984
6709600	Has signed the documents as received for auditing.

(iii) Though issued, when processing on expired cheques and money orders which haven't submitted for payments to the bank Rs.564, 095/- of expired cheques were cancelled and the rest amount of Rs.26,211/50 (very old balance) will send for Audit Committee meeting and Board of Management to take decisions.

(iv) Financial Regulation 1646

Among these 23 vehicles 05 are assigned vehicles, hence racing chart and monthly summary were not continued. Further 10 vehicles are set apart as disposal vehicles. Another 3 vehicles are newly bought vehicles for the Authority at the end of the year 2014. Running charts of the running months has submitted for auditing. Except this, other vehicles are in full repair and thus not used in the year in review. Therefore, running charts and monthly summery weren't there (including old vehicles).

(e) Agree.45 vehicles were used in official duties in 2014 and this situation occurred due to lack of Transport Officer and Management Assistant in the period.

(f) Internal basic investigation regarding the matter has been done and as the effect Director General's duty was suspended due to not following procurement procedure which has approved by government in supplying good and services, when choosing Light House (Pvt.) Ltd. for this programme. Final report will be forwarded to the Auditor General after conducting a formal investigation. Copies of internal basic investigation report submitted to Financial Crimes Investigation Division, Bribery and Corruption Commission and to Auditor General for further investigations.

(g) State Finance Circular No.446 dated on 2010.09.01

Adjustment of relevant phone charges was done in the year 2014 within the approved limitations. From the officers whose phone charges cannot be adjust by exceeding their approved limitations and deduct the exceeded amount from their salary. Depend on the approvals of Board of Management and Line Ministry's Secretary official telephone facilities and bill clearance will be done.

3. Financial Review

3.2 Legal cases against the Authority or initiated by the Authority

Name	E.P.F. should be paid	Decision obtained
1.Mr.R.G.Wijesekara	Rs.374,448/-	Has been worked as an external instructor since 1995 to 2011.Awaiting for the reply from Labour Department for the file of written explanation on behalf of the Authority.
2.Mrs.Malani Gunathilake	Rs.45,500/-	Has confirmed before the Labour Commissioner at Kandy through paying slips and attendance sheets that she has worked continuously from 2005 to 2011 as a cleaning service labour thus paid her Rs.45,500/- on 04.08.2015.
3.Mr.T.H.Chandrasena Silva	Rs.104,520/-	Has worked as a watchman from 2010 to 2012.Considering about the nature of his service, the way recruited, service period, salary as well as the nature of obtaining the service there aren't powerful and reasonable facts. Thus the payment has been done.
4.Ven.Urumuththa Sugathananda Thero		Scheduled to file the evidences from defendants for the case filed by the Authority.

4. Operation Review

4.1 Performance

(a) Reasons to leave 13% from the courses:-

81,500 of goal for 2014 was mentioned with 45,000 students expected to provide for the Authority from VTA, NYSC, DTET for On the Job Training and with 11500 students from Government Universities, Institutes and Private Training Institutes to obtain Special Industrial Training from NAITA. Except this Authority's direct Recruitment of apprentices are 24,650. Among these 21443(84%) apprentices have approached the goal. This is an increase of 1.65% compared to 85.4% in 2013.

Due to not assigning the expected amount of apprentices for above On the Job Training and Special Industrial Training from the respective Institutes was unable to achieve the target and it shows 61% of decrease in 2014 from the total recruitment.

Leaving the entire training mentioned there for 2014 was 7.7%. When comparing this with 12% in 2013 it indicates 4.3 as the decrease rate.

(b) Expected to develop 20 national skill standards and it has validated.

Validated document have send to TVEC.

Developed only 17 standard assessment resources though expected 20 training fields to develop National Competency based assessment resources. Insufficient time to validate was the reason for the matter. (Syllabuses developed and reviewed in 2014 are the huge amount done in recent history). Step has been taken in 2015 to validate.

(c)

(ii) For On the Job Training in 2014 planned to recruit 45,000 apprentices not 60,000. But from vocational training institutes under the Ministry send us 3600 students and proceeded to train them.

(iii) Instructor fee was paid according to the Board paper No. MP 140413.

(iv) National skill standards were developed for 10 fields.

(v) Under the Recognition of Prior Learning (RPL) for the project of evaluating prior learning's given target was 5000 tests. 5281 tests were conducted in 2014 under this programme and money has spent for tests. The programme was started in 2014 May. Thus considerable certificates of conducted programmes were issued in 2015. It proves by the 8209 certificates issued in 2015 September for Recognition of Prior Learning (RPL). Estimated price for 5281 tests conducted in 2014 was Rs.5000/. In Nipunatha Abhisheka Programme an exhibition was held except the evaluation programme and extra money was spent for this.

4.2. Management inefficiencies

(a)

(i) Approval of the Board of Management has received to pay Rs.5000 for Assessors in evaluation tests for RPL 5000 which should be done additionally in Skills Sector Programme. 1000 Masons, more than

400 electricians were evaluated in this programme. Assessors have to spend extra time and responsibility to do extra works. Decided to pay Rs.7500/-for assessors according to the increasing rate of the applicants under the approval of the Chairman.

(ii) Have to allocate rooms for Assessors and Officers from the hotels that have called for bids for accommodations. The minimum price was Rs.5000/-.All Assessors who have registered for construction were summoned from distance areas. Evaluation processes have to start at 7.00a.m. thus no any options than providing accommodation facilities for them.

(iv)Chairman advised to conduct an awareness programme for Assessors thus conduct the workshop by in a hotel after calling bids. Further participants have obtained Rs.1000 and that document has attached to the voucher.

(b) Agreed. The then Chairman's approval has received on 02.12.2013 to perform this task and the last date of calling for bids was 09.12.2013.It has taken more time to receive greeting cards to the authority due to the observation of basic format of the card, corrections of changes and to print printed envelopes. Hereafter necessary actions will be taken to minimize such type of late.

(c) Hiru radio was selected for broadcasting among three institutes by providing the minimum bid. Both parties have reached to an agreement and the information regarding this broadcasting is attached to the voucher.

(d) Agreed. To pay 1/3 of allowance from basic salary monthly progress report should be submitted to skills sector development project and mentioned that the payment must do after the agreement of the project. Instructions have been given for relevant parties to report when the requirements are not fulfilled.

(e) Agreed. For the ceremony of laying foundation stone at Killinochchi Training Center asked for an advancement of Rs.1.2 million from the letter dated on 02.12.2014. Under the approval of the Chairman Director General has approved Rs.1 million on the letter. Accordingly Finance Division paid the advancement.

German project was donated for this construction the ceremony was organized to be held in a proper manner due to the presence of foreign representatives and German Ambassador.

Due to the lack of facilities in Kilinochchi area Officers in Head Office have to organize this event.

(f) Installation of a transformer is a complicated work of taking time. The installation was completed on 07.01.2016.

(g) The value of Rs.1, 657,580 was identified as direct deposit and actions were not taken to account.

Direct deposit of 2014 was unable to enter into cash book in the same year but 2015 direct deposit was entered in 2015 into cash book.

Bank Acc.	Description	Amount
174100170347379 174100110350223 008100161725842 Scrap materials-Polonnaruwa	Adjust to profit in 2014 (J-1004)	546,000 767,900 30,000 <u>10,020</u> 1,353,920
Anuradhapura Allowance 01000142548395	SSDP The cheques transferred by Head Office to Anuradhapura Provincial Office were received after 31 st of December 2014.As the date it was received has entered into accounts by district office.	41,250 <u>74,730</u> 115,980
Badulla SSDP Allowance 011000142548395	The cheques transferred by Head Office to Badulla Provincial Office were received after 31 st of December 2014.As the date it was received has entered into accounts by district office.	139,020
Head Office (Bank of Ceylon 0005275778)	Was entered into accounts in 31.01.2015 on difficulties of finding relevant details regarding direct deposits.	20,350
174100150350216	Rs.28,309.01 (This should be Rs.28,809.01)	Was entered into accounts in 2015 on difficulties of finding relevant details regarding direct deposits. Daily sales report-Rs.28,500/- Entered into accounts on 26.03.2015 Other income Rs.309.91 Entered into accounts on 30.06.2015
Total		1,658,080

(h) The advancement of Rs.2, 000,000/- paid to The Light House (Pvt) Ltd was not reimbursed yet from the Ministry. Thus, it should be mentioned as receivable in final accounts but has mentioned as training expenditure in 2014 final accounts.

To reimburse money from Ministry and to report further details regarding it was assigned to Director (Finance).

4.3. Controversial Transactions

Lighting the main building- 0067 sq.ft- Rs.368, 000/-

Concurrent to the CHOGM conference Head Office was decorated in lights after calling for minimum bids and the payment was done with the approval.

Laying a banner –sq.ft. 1552-Rs.111, 600/- Souvenirs-Rs.175, 000/-

Approval letter of paying for souvenirs was submitted thus paid accordingly.

The payment has been done to AD HONS institute for a cutout regarding the ceremony of laying foundation stone for the new building in Kegalle District Office with the approval of former Chairman and Director General.

Provide T-shirts for 100 media people.-Rs.67,500/-

The minimum bid given by Queens Work Wear was obtained the T-shirt order and Assistant Director (Monitoring) has confirmed it through his signature. The payment has done in accordance to the approval of the Director General after the recommendation. Name list who received t-shirt is with Assistant Director (Monitoring).

4.4 Inert and Underutilized Assets

(a) Agreed. Acknowledged relevant officers to avoid such mistakes in future by giving priority for necessities in purchasing goods, being aware of difficulties arise in stores and expiries.

(b) Agreed. Instructions have been given for relevant officers to avoid such mistakes in future.

(c) According to the State Financial Circular No.02/2015 and State Financial Circular No.353 (5), 15 vehicles are in process of disposal. This will proceed in future according to the Disposal Committee Survey report.

4.5 Released Workers

In 2014, 6 Authority workers released for external institutes. Reminding letters have been sent to collect Rs.279, 829/- which should be received to the Authority on behalf of the released workers.

4.6 Staff Administration

(a) (b)

From exist vacancies of 471 was recruited 230 in 2015 and expecting to recruit 181 in 2016. (For SLGTI and SSDP). Hence for 2014 exist only 60 vacancies. Financial provisions were not provided from Treasury for the mentioned vacancies thus duties have been fulfilled through 24 workers who have recruited on contract basis.

(c) According to the scheme of recruitment minimum qualifications for the post of Inspector should be,

- (i) any degree from a recognized university or
- (ii) 5 years post-experience with NDT/NDES/HNDE

No any recruitment was done outside of these.

Two Inspectors have obtained degrees from recognized universities thus according to the scheme of recruitment for the post of Inspector 5 years' experiences are not required from them.

(d) Agreed. The officer who has recruited as Director (Training) obtained 3 ½ years experience and basic investigation was done regarding the recruitment of Director (Training). This will be forwarded to the Board of Management to take decisions.

5. Accounting and good governance

5.1. Submission of Financial Statements

Agreed. Financial statements will be submitted in future without delay.

5.2. Procurement Plan

Submit with the Authority's Action plan.

5.3. Budget Control

Board meetings were not held in the end of 2014 thus unable to approve revised budget documents. This will be forwarded for the Board of Management to obtain the approval.

5.4. Unresolved Audit Paragraphs

- (a) Annexure 01
- (b) Main Lobby- Agreed. Unable to attach copy of the contract award letter to the file and the engineering estimate and the agreement were not prepared.
- (c) Head Office premises- The final bill of this contract was not submitted thus paid Rs.700, 000/- as advancement. Basic investigation regarding this construction supposed to be held in future.

6. Systems and control

Stores controlling
Fixed assets management
Apprentice training
Vehicle controlling



Special attention was given for above facts and instructions were given to relevant officers to establish a proper internal control.

Staff Management

- (i) Agreed. Work on to assign official duties for all officers in written.
- (ii) Transfer policy is implementing annually and unable to carry out its measures due to political influences. Was difficult to fill 36% vacancies through transfers.
- (iii) In recruiting all the officers followed the procedure of publishing a paper advertisement to call for applications and recruited after an interview with the approval of the Board of Management by placing in relevant salary scale.
- (iv) Recruited employees on casual basis for the essential posts on job necessities.
- (v) Though called for applications via paper advertisements the selected officers will refuse their appointments due to the conflicts exist in eligibility criteria in recruitment process and the salary scale.

