Vision

To be the leading University

Providing Technical and Vocational Education

For all with aspiration to achieve professional excellence.

Mission

To provide services in human resources, curriculum, learning resources development, research and consultancy.

Achieve professional excellence with ethical rectitude and liaise with global Technical and Vocational Education sector, Academic community and Industry.

Content

List of Tables

1.0   Message of the Vice Chancellor

The University of Vocational Technology marked significant achievements in academic, administrative and social development activities in the year 2014. New degree programme B.Tech in Food Technology was commenced and that brought the total degree programmes offered by the university to nine. Students from the Technical and Vocational Education and Training sector numbering 364 were admitted to the degree courses that operated on full time basis and as well as part time basis in 2013. This is the first occasion when the university admitted both full time and part time batches of students in the same year.

The course curricula of all degree courses were revised and course modules harmonized to bring better academic progression for students and to allocate appropriate credit values to the subject modules. The By-Laws, Regulations and Rules for the conduct of courses and for the award of degrees were revised in keeping with the accepted practices of reputed universities and approved by the Board of Governors. Third year students were placed for industrial training and innovative methods were used to accommodate part time students who are currently employed. Students of the university participated in national level exhibitions with their innovative projects and earned commendations and prizes.

The university also conducted five diploma courses on part time basis and enrolled 214 students in 2013. Further, university supported technical teacher development for the sector by conducting short courses in Training Methodology, Competency Based Assessor and Career Guidance. University also developed and revised course curricula of National Vocational Qualifications (NVQ) levels 1-4 and 5&6.

The university was able to formulate and obtain the approval for the Schemes of Recruitment for all employees in 2013. This enabled the staff to be placed in appropriate posts and salaries and to implement staff promotions. Further, necessary approvals were obtained to pay academic and research allowances to teachers to motivate them to contribute their best to teaching and research. University was able to fully utilize the funds allocated effectively and bring good financial discipline in all aspects.

The university also assisted in developing the curriculum and Teacher Guides for Technology Stream at the GCE Advance Level, which was implemented by the Ministry of Education in 2013. University as part of the Technical and Vocational Education System, assisted in formulating strategies for sector growth and human resource development to enhance access, relevance and quality of technical and vocational education in Sri Lanka.

Significant achievements of the university was the result of team effort and support received from the government, Board of Governors and employees of the university.   I whole heartedly thank them for their excellent contribution.

Dr. T. A. Piyasiri
Vice Chancellor
February, 2014

2.0   Board of Governors of the University -2014

Dr. T. A. Piyasiri,
Vice Chancellor, University of Vocational Technology
(Chairman).

Dr. Gamika Prathapasinghe,
DLAS, Faculty of Livestock, Fisheries & Nutrition,
Wayamba University.

Mr. A. R. Desapriya ,
Additional Secretary (Vocational Training),
Ministry of Youth Affairs & Skills Development

Mr. R M P Rathnayake
Director General,
Department of External Resources,
Ministry of Finance & Planning,
The Secretariat, Colombo 01.

Dr.Sunil Jayantha Navaratne,,
Secretary, Ministry of Higher Education,
18 Ward Place, Colombo 07.

Mr. Mufthy Hashim
City & Guilds International,
Colombo 02,
Sri Lanka.

Colonel Dharshana Ratnayake,
Chairman, Vocational Training Authority of Sri Lanka,
Colombo 05.

Dr. N. Piyaseeli Gunasekera,
Chairperson, NCW
Ministry of Child Development & World Women
Affairs

Mr. K. C. A. Arunadewa Silva,
Acting Chairman,
National Apprentice & Industrial Training Authority,
Rajagiriya.

Eng. Jayantha Kumara Lankatilaka,
Institution of Incorporated Engineers,
Sri Lanka (IESL)

Mr. A. R. Karunarathne,
Director (Human Resource),
Board of Investment of Sri Lanka, P.O. 1768,
WTC, West Tower, Colombo 01

Mr. L. W. S. Kularathne,
Dean, Faculty of Training Technology
University of Vocational Technology

Mr. M.P.B. Yapa,
Managing Director/CEO
Colombo Dockyard PLC,
P.O. Box.906, Port of Colombo,
Colombo 15

Mr. D. D. D. Suraweera
Dean, Faculty of Industrial & Vocational
Technology,
University of Vocational Technology.

Mr. J A Ranjith
Director General,
Department of Technical Education & Training,
Olcott Mawatha,
Colombo 10.

Mr. S.A. Liyanage
Director, Admission, Accreditation & Quality
Assurance,
Academic Council nominee,
University of Vocational Technology.

Mr. Chandra Lal de Alwis,
President,
National Chamber of Commerce of Sri Lanka.

Mr. S P A R S Jayathilake,
HOD Dept. of Electrical & Electronic Technology,
Academic Council nominee,
University of Vocational Technology.

Mr. Chathura Rodrigo
Research Economist,
United Nation, Sri Lanka.

Ms. Nilmini Diyabedanage
Director General,
University of Vocational Technology.

Engineer Tilak de Silva,
President,
Institution of Engineers, Sri Lanka (IESL).

Mrs. Aruni Priya Aluthge
Invited Member, Director Finance
University of Vocational Technology.

3.0   Introduction

3.1   Establishment of the University of Vocational Technology

The University of Vocational Technology was established fulfilling a long waited need of the contemporary society for having a University distinct from other existing universities in Sri Lanka where potential students can be enrolled outside the G.C.E Advanced Level route.

At present, the University of Vocational Technology enrolls students with NVQ level 5 or relevant equivalent qualifications. Persons having those qualifications are different from G.C.E Advanced Level qualified students as they have gone through a diploma level technology programme with substantial industry exposure. Thus, within the undergraduate programmes, students are given higher theoretical knowledge in their specialization and exposed to obtain practical experience with new technological equipment in laboratories. They also achieve an industrial training of six months as undergraduate trainees during the fifth semester of the programme. Having technologically enriched through these activities, students will complete a student project during the final semester which would be product oriented and mostly based on industry requirement.

National Vocational Qualification (NVQ) frame work has come into operation before instituting the University of Vocational Technology, introducing NVQ level 1 to 4 (Certificate level) and 5 to 6 (Diploma level). With the establishment of this University, it completes the pathway up to NVQ level 7 which is the degree level. Hence, prospective diploma holders coming through pathways of either NVQ or non NVQ are now having the opportunity to be graduated in technology streams at the University of Vocational Technology.

3.2   The Objects of the University

a) Assist in the progressive development of students in technical and vocational education and training system, based on their aptitudes and abilities to acquire a University education;

b) Provide pedagogical training for those undergoing training while serving in the technical and vocational education sector and industry;

c) Assist in the development of course curricula for technical and vocational education and training;

d) Provide course of study for middle level technical personal having qualifications as acceptable for admission of the University;

e) Provide courses of study for those with National Vocational Qualification to upgrade their competency and acquire academic qualifications;

f) Provide extension courses on continuous professional development; and

g) Provide extension service to the public including institutions, in the construction, manufacturing, and service sectors.

3.3   Organizational Structure and courses of study of the University

The Internal structure of the University of Vocational Technology has been formulated to meet demands of the stakeholders of the filed such as the industry and also to satisfy the requirements of general community who seeks further and professional development in their careers. Accordingly, in addition to the administration and finance divisions, two faculties and a centre for continuing professional development were established.

3.4   Faculty of Industrial and Vocational Technology

This faculty of the University was established with the intention of opening pathways for middle level technically trained individuals saving in the industry to develop their knowledge skills and attitudes for their career advancement. There had been little or no opportunity in the country for those technically trained persons to obtain degrees and higher level qualifications in their respective fields. Degree programs that are offered by the faculty of Industrial and Vocational Technology would fill this gap and create more openings in not only conventional technology areas like civil, mechanical and electrical but also more integrated areas like building services, mechatronics and food process technology.

Faculty of Industrial and Vocational Technology offers 5 degree programmes leading to Bachelor of Technology (B Tech) in disciplines of Mechatronics Technology, Manufacturing Technology, Building Services Technology, Food Processing Technology and Film and Television Production Technology. Faculty also took steps to develop two new degree programmes leading to B.Tech in Quantity Surveying and in Construction Technology and Resource management during 2014 and these two programmes will be implemented in 2015.

In addition to Human resource Development offered at undergraduate level and extension programs, one of the important responsibilities of the Faculty of Industrial and Vocational Technology is to establish liaison with academic and Industry pertaining to the multidisciplinary technical fields. In further, the faculty made arrangements to introduce new degree course of Film and Television Technology in 2014 and to establish new degree course in Quantity Surveying in 2015.

3.5   Faculty of Training Technology

Faculty of Training Technology has been established to create opportunities for higher studies in the fields of teacher Education, Information and Communication Technology and Management. All degree courses conducted by the faculty are designed with the intention of opening pathways for middle level technicians and trainers in order to develop their knowledge, skills and attitudes to a higher level. At presents the faculty conducts five degree programmes for diploma holders, TVET trainers and school Teachers qualified in relevant fields.

The Faculty offers 2 degree programmes leading to Bachelor of Education and 4 degree programmes leading to Bachelor of Technology. Bachelor of Education in Technology (B Ed Tech) focuses on imparting teaching and training methodologies pertaining to technology education. B Ed in English Language Teaching is the other B. Ed programme. Faculty commenced a new programme in 2014 leading to B. Tech in Industrial Management.

All three ICT courses namely, B.Tech in Software Technology, B.Tech in Network Technology and B.Tech in Multimedia and Web Designing Technology continued in 2014. During the first year of these three degree courses studies are combined in computer science, software development, information systems, multimedia, web development and computer networks. Later the opportunities are created to specialize in the areas of software development, information systems, computer networks, web development and multimedia production. Further a new degree programme B.Tech in Industrial Management was introduced to match the demand of the Industrial sector.

3.6   Continuing Education Centre

Continuing Education Centre (CEC) is the University arm formulated to conduct Diploma, certificate, short courses, continues professional development programmes and other extension programmes. As empowered by the Act of Parliament, the University is continuing the training courses such as diploma, certificate and series of short courses initiated by the former organization, National Institute of Technical Education of Sri Lanka (NITESL).

Among short term professional development programmes, Trainer Training and Assessor Training programmes are to be underlined due to the demand and essentiality in the field. Training of Trainers Programmes (TOT) are designed for professional development of the personnel of the industry and Teaching fields of the TVET sector. These courses are more practically oriented and sometimes, for some areas, those would be continuing for another period of one week or two weeks for further training.

Training of Assessors programme is highly significant for the all public and private training institutes of the TVET sector. Trainee Assessors are selected by the Tertiary and Vocational Education Commission and forwarded to the CEC for training. At the University they will undergo a one week training programme on assessment methodology including mock assessments.

4.0   Faculty of Industrial and Vocational Technology

Two batches of students (Full time and Part time) were enrolled in 2014. This was the second time in the University history that both Full time and Part time batches were enrolled for same academic year.

4.1   Student Intake – 2014

Aptitude test to select students for the two batches (Full time and Part time) of the programmes of B. Tech. in Manufacturing Technology, Mechatronics Technology, Building Services Technology, Food Process Technology and Film & Television Production Technology was conducted on 16th February 2014 for 523 qualified applicants.

Based on the performance of the Aptitude test of students were admitted to the respective degree programmes for the academic year 2013/2014. Details are given below.

Table:1   Student Intake - Degree programmes for the academic year 2014/2015.

#	B. Tech. Degree Programme	Mode of conduct	No. of Students registered		
			Male	**Female**	**Total**
1.	Manufacturing Technology	Weekend	11	03	14
2.	Mechatronics Technology	Weekdays	17	00	17
3.	Mechatronics Technology	Weekend	39	02	41
4.	Building Services Technology	Weekdays	13	03	16
5.	Building Services Technology	Weekend	24	12	36
6.	Food Process Technology	Weekend	22	13	35
7.	Film & Television Production Technology	Weekend	33	03	36
Grand Total registered in the Faculty of Industrial and Vocational Technology					**195**

4.2   Foundation Programme

Inaugural ceremony and the orientation programme were conducted on 17th March 2014. Foundation programme for selected students of the weekday programme was commenced on 18th March 2014 on essential basic subjects such as Mathematics, Information Technology and English. This programme was ended on 30th April 2014.

The same programme for the selected students of weekend programme was commenced on 25th March 2014 and concluded on 05th May 2014.

4.3   B. Tech. degree (Weekday & Weekend) programmes

The proper degree programmes for the newly registered weekdays-batch (B1) and weekend-batch (B2) were commenced on 05th May 2014 and 31st of May 2014 respectively. Semester 3 of the second year (B1) batch was also commenced in parallel with the B1 batch on 05th May 2014. During the whole semester 5, I.e. from March to September 2014, final year students underwent Industry Training in various places in the industry.

A brief description of all B. Tech. degree programmes is given in the following table.

Student population

Title of the Degree Course	Year of Registration														
	2012 - Full Time			2013 - Full Time			2013 - Part Time			2014 - Full Time			2014 - Part Time		
	Intake			Intake			Intake			Intake			Intake		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Building Services Technology	11	08	**19**	07	03	**10**	25	09	**34**	13	03	**16**	24	12	**36**
Manufacturing Technology	15	01	**16**	10	00	**10**	25	01	**26**	00	00	**00**	11	03	**14**
Mechatronics Technology	19	00	**19**	19	00	**19**	36	01	**37**	17	00	**17**	39	02	**41**
Food Process Technology	--	--	**--**	--	--	**--**	10	08	**18**	--	--	**--**	22	13	**35**
Film & Television Production Technology	--	--	**--**	--	--	**--**	--	--	**--**	--	--	**--**	33	03	**36**
Batch Total	45	09	54	36	03	39	96	19	115	30	03	33	129	33	162

4.4   Examinations conducted for the faculty in 2014

Table:2   Examinations conducted for the faculty in 2014

#	B. Tech. Degree Programme	Year of First Registration	Mode of conduct	Semester End Examination	From	To
1.	Mechatronics Technology	2014	Weekdays	Semester 1		
2.	Building Services Technology	2014	Weekdays	Semester 1	01.09.2014	12.09.2014
3.	Mechatronics Technology	2014	Weekend	Semester 1		
4.	Manufacturing Technology	2014	Weekend	Semester 1		
5.	Building Services Technology	2014	Weekend	Semester 1		
6.	Food Process Technology	2014	Weekend	Semester 1	15.11.2014	06.12.2014
7.	Film & Television Production Technology	2014	Weekend	Semester 1		
8.	Mechatronics Technology	2013	Weekdays	Semester 3		
9.	Manufacturing Technology	2013	Weekdays	Semester 3	01.09.2014	12.09.2014
10.	Building Services Technology	2013	Weekdays	Semester 3		
11.	Mechatronics Technology	2013	Weekend	Semester 3		
12.	Manufacturing Technology	2013	Weekend	Semester 3		
13.	Building Services Technology	2013	Weekend	Semester 3	16.11.2014	21.12.2014
14.	Food Process Technology	2013	Weekend	Semester 3		
15.	Mechatronics Technology	2010	Weekend	Semester 6		
16.	Manufacturing Technology	2010	Weekend	Semester 6		
17.	Building Services Technology	2010	Weekend	Semester 6	14.06.2014	29.06.2014

18.	Mechatronics Technology	2013	Weekend	Semester 2	10.05.2014	25.05.2014
19.	Manufacturing Technology	2013	Weekend	Semester 2		
20.	Building Services Technology	2013	Weekend	Semester 2		
21.	Food Process Technology	2013	Weekend	Semester 2		
22.	Mechatronics Technology	2013	Weekdays	Semester 2	03.02.2014	21.02.2014
23.	Manufacturing Technology	2013	Weekdays	Semester 2		
24.	Building Services Technology	2013	Weekdays	Semester 2		

4.5 General Convocation- 2014

General Convocation of the University was held on 22nd December 2014at BMICH. 36 students of the Faculty of Industrial and Vocational Technology   who followed B. Tech. degrees in Building Services Technology, Mechatronics Technology and Manufacturing Technology graduated on that day. Details are given below,

Title of the Degree Course	No. of Students
B. Tech. Building Services Technology	22
B. Tech. Manufacturing Technology	07
B. Tech. Mechatronics Technology	07
Batch Total	**36**

Table 3 : Academic Staff of the faculty involved in implementation of degree and diploma programs in - 2014

#	Name	Designation	Subject Area
1.	Mr.D.D.D.Suraweera	Dean/Senior Lecturer Gr.II	• Education • Electrical
2.	Mr. D.D.Wijesinghe	Senior Lecturer Gr.I	• Mathematics • Physics • Education
3.	Mr. S.P.A.R.S.Jayathilaka	Senior Lecturer Gr.II	• Electrical
4.	Ms.J.K.Kanthi	Senior Lecturer Gr.II	• Electrical
5.	Ms.W.C.C.Sumathiratna	Senior Lecturer Gr.II	• Electrical
6.	Mr.K.M.S.A.D.Bandara	Senior Lecturer Gr.II	• Film &Television Production
7.	Ms.M.Thenabadu	Lecturer (Probationary)	• Food Processing
8.	Mr.C.J.Abeywickrama	Lecturer (Probationary)	• Food Processing
9.	Mr.U.A.S.K.Edirisinghe	Lecturer (Probationary)	• Food Processing
10.	Mr.Jayalal Wettasinghe	Lecturer (Probationary)	• Mathematics
11.	Mr.S.D.A.Sanjeewa	Lecturer (Probationary)	• Mechatronics
12.	Ms.S.R.M.P.Senaviratna	Lecturer (Probationary)	• Architecture
13.	Ms.K.G.Alahapperuma	Lecturer (Probationary)	• Material
14.	Mr.R.R.M.D.P.Rathnayake	Lecturer (Probationary)	• Film &Television Production
15.	Mr.M.W.P.Maduranga	Lecturer (Probationary)	• Electrical
16.	Ms.H.M.A.I.Herath	Lecturer (Probationary)	• Electrical

4.6   Visiting Lecturers in 2014

Table:4 Visiting Lecturers in- 2014

#	B. Tech. Degree Course	Year of Registration	Mode of conduct	Semester	No. of Visiting Lecturers
1.	Mechatronics Technology Building Services Technology	2014	Weekdays	1	05
2.	Manufacturing Technology Mechatronics Technology Building Services Technology Food Process Technology Film & Television Production Technology	2014	Weekend	1	27
3.	Manufacturing Technology Building Services Technology	2014	Weekdays	2	06
4.	Manufacturing Technology Mechatronics Technology Building Services Technology Food Process Technology	2014	Weekend	2	14
5.	Manufacturing Technology Mechatronics Technology Building Services Technology	2013	Weekdays	3	13
6.	Manufacturing Technology Mechatronics Technology Building Services Technology	2013	Weekdays	3	14
7.	Manufacturing Technology Mechatronics Technology Building Services Technology	2011	Weekend	6	12

4.7   Exemptions granted for B. Tech students

Policy on granting exemption was developed. Students were considered to be eligible for exemptions only if they had NVQ 6 diploma or equivalent or higher qualification. Exemptions were granted for modules provided that the student has successfully completed the equivalent subject at diploma level. Students were required to produce original transcript of the Diploma as evidence.

Students who sought exemptions had to apply under two categories. Students in Category 01 were granted exemption from attending lectures and practical classes and all assessments including semester end examination. However his/her performance in the particular module was considered to be equivalent to simple pass for the purpose of calculating GPA. Students fell into category 02 were granted exemptions from attending lectures and practical classes. But they were required to complete

the continuous assessments and sit for the semester end examinations. Consequently, performance levels that the students achieved at those evaluations were counted for their GPA calculation.

The list of student numbers for whom exemptions were granted under the above two categories is shown below.

Table : 5 No. of Students received exemption from Semester - I

#	B. Tech. (Weekend) Course - 2014	No. of Students received exemption	
		Category 01	Category 02
1.	Mechatronics Technology	24	02
2.	Manufacturing Technology	12	00
3.	Building Services Technology	10	04

4.8   Industrial Training

Industrial training is an important component of Bachelor of Technology programmes, which lasts for six months. After restructuring the curriculum structure, this module is offered in semester 5. Students are placed in industry in collaboration with National Apprentice & Industrial Training Authority under its undergraduate training placement scheme.

4.9   Research

All academic staff members including the newly recruited members of the faculty have commenced research activities. Those who submitted proposals in 2013 have submitted their draft of the reports.

4.10   Faculty Board Meetings

Meetings of the Faculty board were conducted each month so that 12 meetings were held during 2014.

Mr. W.M.D.S. Weerakoon (Building Services Technology) and Mr. K.K.D.P. Kannangara (Mechatronics Technology) had been nominated as Student Representatives to the Faculty Board.

4.11   Participation in exhibitions

Undergraduate students of the faculty have participated in two national exhibitions representing the University. Those exhibitions were
  1. Deyata Kirula 2014

  2. Techno Sri Lanka 2014

University won the Bronz award for the best university stall at the "Techno Exhibition", by completing with all other well established universities. This is a major achievement the university has gained as a young university.

In addition to that students participated in the Robotics Competition organized by the   Sri Lanka Institute of Information technology. Mr. S.P.A.R.S Jayathilake Senior lecturer and Head Electrical and Electronic Technology played a pivotal role in organizing the above activities.

4.12   Staff Recruitments

Following Academic staff members were recruited to the Faculty in 2014.

1.   Mr. K. M. S. A. D. Bandara   Senior Lecturer, Film & Television Production Technology
2.   Mr. R.R.M.D.P. Rathnayake   Lecturer (Probationary), Film & Television Production Technology
3.   Mr. M.W.P. Maduranga   Lecturer (Probationary), Electrical & Electronics Technology
4.   Ms. H.M.A.I. Herath   Lecturer (Probationary), Electrical & Electronics Technology

4.13   Staff Development Programmes
Local
Academic staff members participated in training programmes and workshops.

1.   Mrs. Malkanthi Thenabadu - workshop on Laboratory quality management organized by Sri Lanka Accreditation Board.
2.   Mr. K. M. S. A. D. Bandara - staff development programme of University of Sri Jayawardhanapura

Overseas

3.   Mr. M.W.P. Maduranga Skills Upgrading short term overseas training programme in Advanced Electronics in Malayasia under the Sectors Skills Development Programme of the Ministry.

In addition to that 04 Academic Staff members were offered scholarship to study their Ph.D under the Sectors Skills Development Programme of the Ministry. Three members were able to find placements in local and foreign universities / Higher Educational institutions. Details are given bellow.

1.   Mr. Jayalal Wettasinghe - Asian Institute of Technology – Thailand
2.   Mr. S.D.A. Sanjeewa - Asian Institute of Technology – Thailand
3.   Mrs. Malkanthi Thenabadu – Faculty of Graduate Studies, University of Colombo

4.14   Targets in 2015

B. Tech. in Quantity Surveying and B. Tech. in Construction Technology & Resource Management has been designed to be implemented in 2015.

With the new two degrees the no. of degree programmes conducted by the faculty will increased to 07. It is expected to admit 280 students in the 2015 / 2016 Academic Year.

5.0 Faculty of Training Technology (FTT)

Faculty of Training Technology has been established in the University of Vocational Technology for conducting academic programmes in the specialization areas of education and training technology.
The Faculty provides a variety of programmes leading to degrees in B.Tec and B.Ed in ICT, Education, ELT and Management for TVET trainers and those who are interested. The programs are offered with the intention of opening pathways for middle level technicians and trainers in order to develop their knowledge, skills and attitudes to a higher level so that they will be able to perform better at work places and pursue their higher studies.

These degree programmes are specially designed for those who have passed out from COTs, teachers in schools and TVET sector and others holding the required diploma level qualifications to upgrade their competencies up to degree level.

A Foundation program has been designed for bridging the core knowledge, skills and attitudes in basic modules such as Mathematics, English and Basic Information technology and conducted for one month at the commencement of each program every year.

Based on the performance of the Aptitude test, the students were admitted to the respective degree programmes for the academic year 2014/2015. Details are given below.

Table:6 Student Intake - Degree programmes for the academic year 2014/2015.

#	B. Tech. Degree Programme	Mode of conduct	No. of Students registered		
			Male	Female	Total
1	B.Tech in Multimedia & Web Technology	Weekdays	08	19	27
2	B.Tech in Software Technology	Weekdays	17	11	28
3	B.Tech in Network Technology	Weekdays	25	02	27
4	B.Tech in Multimedia & Web Technology	Weekends	18	14	32
5	B.Tech in Software Technology	Weekends	18	08	26
6	B.Tech in Network Technology	Weekends	30	00	30
7	Bachelor of Education in Technology	Weekends	17	02	19
8	Bachelor of Education in ELT	Weekends	06	31	37
9	B.Tech in Industrial Management	Weekends	08	03	11
Grand Total registered in the Faculty of Training Technology					**237**

5.1 Foundation Programme

The inauguration ceremony and the orientation programme were conducted on 17th March 2014. Foundation programme for selected students of the weekday programme was commenced on 18th March 2014 on essential basic subjects such as Mathematics, Information Technology and English. This programme was ended on 29th April 2014.

The same programme for the selected students of weekend programme was commenced on 05th April 2014 and concluded until 24th May 2014.

5.2 B. Tech. degree (Weekday & Weekend) programmes

First semester of year 1 for full time degrees were commenced on 05th May 2014. After 16 weeks, Semester 1 end examination was held from 15th to 26th of September 2014. Second semester of year 1 was commenced on 29th November 2014.

First semester of year 1 for part time degrees was commenced on 31st May 2014. After 22 weeks, Semester 1 end examination was held on 31 October to 09th November 2014. Second semester of year 1 was commenced on 03rd January 2015.

A summary of student intake for all B. Tech. and B. Ed degree programmes is given in the following table.

Student Population

Title of the Degree Course	Year of Registration														
	2012 - Full Time			2013 - Full Time			2013 -Part Time			2014 - Full Time			2014 –Part Time		
	Intake			Intake			Intake			Intake			Intake		
	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total	Male	Female	Total
Network Technology	33	07	**40**	26	02	**28**	29	03	**32**	25	02	27	30	00	30
Multimedia & web Technology	08	20	**28**	13	11	**24**	13	10	**23**	08	19	27	18	14	32
Software Technology	12	09	**21**	14	10	**24**	14	05	**19**	17	11	28	18	08	26
Education in Technology	08	03	**11**	-	-	**-**	-	-	**-**	-	-	-	17	02	19
Education in English Language Teaching	09	17	**26**	-	-	**-**	06	31	**37**	-	-	-	06	31	37
Industrial Management	-	-	**-**	-	-	**-**	-	-	**-**	-	-	-	08	03	11
Batch Total	70	56	126	53	23	76	62	49	111	50	32	82	97	58	155

5.3 Examinations conducted for the Faculty in 2014

Table:7 Examinations conducted for the Faculty in 2014

#	B. Tech. Degree Programme	Year of First Registration	Mode of conduct	Semester End Examination	From	To
01	B.Tech in (ICT)	2013	Weekend	Semester III	06.12.2014	21.12.2014
02	English Language Teaching	2013	Weekend	Semester III	15.11.2014	07.12.2014
03	B.Tech in (ICT)	2014	Weekend	Semester I	15.11.2014	21.12.2014

04	English Language Teaching	2014	Weekend	Semester I	15.11.2014	30.11.2014
05	Industrial Management Technology	2014	Weekend	Semester I	15.11.2014	18.11.2014
06	B.Tech in (ICT)	2013	Weekend	Semester III	15.11.2014	21.12.2014
07	English Language Teaching	2013	Weekend	Semester III	31.10.2014	09.11.2014
08	B.Tech in (ICT)	2014	Weekdays	Semester I	01.09.2014	12.09.2014
09	English Language Teaching	2011	Weekdays	Semester v	02.09.2014	12.09.2014
10	Education in Technology	2011	Weekdays	Semester v	02.09.2014	12.09.2014
11	B.Tech in (ICT)	2011	Weekdays	Semester v	15.09.2014	26.09.2014
12	Education in Technology	2011	Weekdays	Semester v		
13	B.Tech in (ICT)	2010	Weekend	Semester vI	07.06.2014	22.06.2014
14	Education in Technology	2010	Weekend	Semester VI		
15	B.Tech in (ICT)	2013	Weekend	Semester II	10.05.2014	17.05.2014
16	English Language Teaching	2013	Weekend	Semester II		
17	Education in Technology	2010	Weekend	Semester VI	26.04.2014	04.05.2014
18	B.Tech in (ICT)	2014	Weekend	Semester VI		
19	B.Tech in (ICT)	2013	Weekdays	Semester II	03.02.2014	20.02.2014
20	B.Tech in (ICT)	2011	Weekend	Semester IV		
21	English Language Teaching	2011	Weekend	Semester IV	05/02/2014	11/02/2014
22	Education in Technology	2011	Weekdays	Semester IV		

5.4   General Convocation- 2014

General Convocation of the University was held on 22nd December 2014 at BMICH. 60 students of the Faculty of Training Technology   who followed B. Ed and B. Tech. degrees in   Education Technology, Multimedia & Web Technology, Network Technology, and Software Technology graduated on that day. Details are given below.

Title of the Degree Course	No. of Students
Bachelor of Education in Technology	13
Bachelor of Technology in Multimedia & Web Technology	13
Bachelor of Technology in Network Technology	19
Bachelor of Technology in Software Technology	15
Batch Total	**60**

5.5   Details of Academic Staff

The permanent academic staff members of the Faculty shown below were involved in delivering lectures conducting practical sessions, preparing and evaluating assignments and written question papers and all other academic activities.

Academic Staff of the Faculty involved in Implementation of degree and diploma programmes in – 2014

#	Name & Designation	Course	Module / Subject
1	Mr. LWS Kularatne, Dean, Senior Lecturer Gr. II	B.Tec(Mechatronics)	1.Communication Skills – 1 2.Business &Professional Communication Skills 3. Advance ELT Methodology
2	Mr. SA. Liyanage, Director (Admission Accreditation & Quality Assurance)Senior Lecturer Gr. II, Head Dept of FS	B.Tech ICT B.Ed.ELT	1.Communication Skills-I 2.Computer Assisted Language Learning 3.Academic Reading and Writing 4.Critical Reading and Writing
3	Mr. UKD Sugathadasa Senior Lecturer I, Head (Curriculum Development Unit)	B.Tech (ICT) – MMW, ST & NT Degree Programmes. B.Ed. Tech Degree Programme	Multimedia Product Development
4	Mrs. TK. Malwatta, Senior Lecturer Gr. II, Head, Dept of ICT	B.Tech (ICT) B.Ed. Tech Degree Programme	1.Web Programming 2.Programming in C++
5	Ms.YG. Padmashanthi, Senior Lecturer Gr. II	B. Ed. in Tech. B. Ed. (ELT) Degree	Teaching Learning Methods

#	Name & Designation	Course	Module / Subject
6	Mrs. TRL Vidanapathirane Lecturer (Probationary) Head, Department of Management	B.Tech (ICT) B.Tech IMT B.Tech in BST/MAN/MEC BST/MAN/MEC	1. Entrepreneurship development and management 2. Quality Management 3. Management Process & Practices
7	Mr. SAN Danushka Lecturer (Probationary) Head, Department of Education	B.Ed. Tech Degree Programme National Diploma in Technical & Vocational Education B.Ed ELT NDQS NDTTE	1. Instructional Media 2. Research Methodology, 3. Theme Papers 4. Advanced Instructional Media 5. Educational Management 6. Educational Psychology 7. Educational Measurement & Assessment
8	Ms. SG. Nambuwasam, Lecturer (Probationary)	B.Tech (ICT) – MMW, ST & NT Degree Programmes	1.Web Technology & Applications 2.Internet Technologies 3.Programming in Java 4..Data Structures and Algorithms 5.Software Development & Practices

			6.Data Structure & Algorithms
9	Mr. P. Uruthiran Lecturer (Probationary)	B.Tech (ICT) – MMW, ST & NT Degree Programmes B.Ed. Tech Degree Programme	1.Database Analysis and 2.DesignProgramming in NET 3.Advanced .Net 4.Database programming, 5.Database Analysis and Design 6.Programming in NET
10	Mr. RMC Asoka Bandula Lecturer (Probationary)	B.Tech (ICT) – MMW, ST & NT Degree Programmes	1.Computer Architecture & 2.Operating System 3.Digital Electronics 4.Digital Electronics 5.Digital Electronics 6.Internetwork Routing 7.Internetwork Switching 8.Enterprise Technology & Architectures
11	Mrs. KGNP Rajapaksha Lecturer (Probationary)	B.Tec .Man B. Ed.Tec/ (ELT) B.Tec.IM	1.Environmental Management and Cleaner 2.Work study & Ergonomics 3.Project Management 4.Introduction to Economics
12	Ms. U. Sivachelvy Lecturer (Probationary)	B.Tec IM B.Tec Mec/Man/BST	1.Introduction to Accounting 2.Industrial Economics & Management
13	Mrs. BMTD Jayasekera Lecturer (Probationary)	B.Tec ICT,B.Tech in B2 BST/MAN/MEC,B.Tec IM	1. Research Methodology 2. Business Statistics
14	Mrs. YS Manatunge Lecturer (Probationary)	B.Ed.(ELT) B. Ed. in Tech.	1.Basic Instructional Media 2.Educational Psychology 3.Professional Development
15	Ms. NLB Oshadie Lecturer (Probationary)	B.TEC(ICT) B.Tech in MAN	Project management
16	Ms. Dilini Ranasuriya Lecturer (Probationary)	B.Tech.ICT B.Tech. Man/mec B.Tech .ELT	1.Mass Communication 2.Communication Skills 3.Introduction to literature
17	Ms. JAMB Karunaratne Lecturer (Probationary)	B.ED.(ELT) B.Tech.ICT	1.Applied Linguistics 2.Sri Lankan Literature 3.Communication Skills – I 4.Communication Skills –2

18	Eng.HPIA Pathirana Lecturer (Probationary)	B.Tech.ICT B.Tech.Mech	1.Computer Network 2.Data Communication 3.Introduction to Communication System 4.Wireless Communication 5. Information System Security Practice 6. Network Administration
19	Mr.A.S.K.Wijayawardena Lecturer (Probationary)	B.Tech.ICT	Software Technology
20	Ms. NWKDVP Opatha Lecturer (Probationary)	B.Tech.ICT	1.Database Management Systems 2.Software Quality Assurance 3.Professional Issues in IT
21	Ms. AA Gunawardhana Lecturer (Probationary)	B.Tech (ICT) – MMW, ST & NT Degree Programmes	Communication Skills
22	Mr. PHSS. Wijayatathna Senior Engineering Teaching Assistant		

5.6   Visiting Staff of the Faculty - 2014

The following visiting staff have provided their services in the Faculty of Training Technology in conducing the degree programmes in the year 2014.

Visiting Staff of the Faculty of Training Technology – 2014

Resource Person	Course	Module Name
Mrs. GJ Gunawardhana	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. Photonics Fiber Optics 2. Enterprise Java 3. Internetwork Routing 4. Wireless Communication 5. Broadband Networks
Dr. AnandaEdirisuriya	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. Real- time programming 2. Software Quality Assurance 3. Enterprise System Design
Dr.L. Ranathunga	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. 2D and 3D Graphics 2. Web Programming 3. Web Technology &Application 4. Digital Signal Processing Techniques and Image Processing
Mr. LalithWasantha	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. Audio Visual production techniques 2. Audio and Video editing Techniques 3. Animation technology and Applications
Mr. SIB Pussegoda	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. System Administration 2. Windows Server Administration 3. Network Systems
Mr. SS Wickrasekara	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. Internetwork Switching 2. Information Systems Management

Mr. SSP Perera	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. Software Testing &Reliability 2. Database Implementation
Mr.TD Gamage	B.Tech-ICT Degree Network/Software/ Multimedia & Web	1. Computer Networks
Mr. Prabath Samarasinghe	B.Tech-ICT Degree Multimedia & Web, B.Tech in IM	1. Animation Technology and Applications
Prof. Raja De Alwis	B.Tech-ICT Degree Network/Software/ Multimedia & Web	Meditation & Stress Management
Mr. KA Chandradasa	B.Tech-ICT Degree Network/Software/ Multimedia & Web	Communication
Mr. SNSBW Semasinghe	B.Tech-ICT Degree Network/Software/ Multimedia & Web	Occupational Health & Safety
Prof. Charles Senerath	B.Tech-ICT Degree Network/Software/ Multimedia & Web	Psychology
Dr (Mrs). C.L.Amarasekera	B.Ed in ELT	Introduction to Linguistics
Mr. Sumith De Silva	B. Tech in IM	Marketing Management

5.7   Curriculum Development Unit

Progress up to 13.01.2015

5.8   Revision of Curricula

Revised curricula during the period 2012 to 2013

#	Curricula	Coordinator
1	Metal Fabricator	Ms. D V D Sajeevani
2	Auto Tinker	Ms. T K Malwatta
3	Baker	Ms. P NT Dhammage
4	Aluminum Fabricator	Mr. SPARS Jayathilaka
5	Computer Graphic Designer	Mr. U A S Edirisinghe
6	Tea Factory Mechanic	Ms. T R Vidanapathirana
7	Radio TV and Allied Equipment Repairer	Ms. J K Jayakody
8	Electrician	Ms. W C C Sumathiratne
9	Auto A/C Mechanic	Mr. Ashoka Ratnayaka
10	Machinist	Mr. L W S Kularatne
11	Auto Painter	Ms. Surani Nambuwasam
12	Computer Application Assistant	Ms. M Thenabadu
13	Offset litho machine operator	Mr. DDD Suraweera
14	Computer Network Technician	Mr. Kamal Edirisinghe
15	Beautician	Ms. M.Thenabadu
16	Graphic designer	Mr. Kamal Edirisinghe
17	Plumber	Ms. Inoka Ranathunga
18	Carpenter Building	Ms. Ayanthi Priyadarshika
19	Hair Dresser	Mr. Ashoka Bandula
20	Motor Cycle Mechanic	Ms. W C C Sumathiratne

21	Tool and Die & Mould maker	Ms. Nishanthi
22	Bar bender	Mr. Indika Pushpakumara

5.9   Curriculum Revision

Completed, to be validated

1	Foot ware craftsman	Ms. KPA Gayani
2	Automobile Mechanic	Mr. Indika Pushpakumara

Completed and to be send for validation

1	House hold Electrical Appliance Repairer	Ms. U Sivacelvi	Sent
2	Painter (Building)	Mr. J. Wettasinghe	Sent
3	Computer Hardware Technician	Mr. H. A. Seneviratne	Sent

Curriculum review completed and to be send

1	Out Boat Motor Mechanic	Mr. U.A.S.K. Edirisinghe	Sent
2	Construction Equipment Operator	Ms. Dilini Ranasooriya	Sent

5.10   Revisions

To be completed during the period from Jan, 2014 to Sep, 2014

#	Curricula	Coordinator	Current Status	Expected date of completion	Remarks
1	Work Study Officer	Ms. Thamara Jayasekera		Completed	Sent for Validation
2	Store Keeper	Ms. Pushpa Rajapaksha	90% Completed		Complete By 20.01.2015
3	Automobile Electrician	Ms. Chamila Sumathiratne			Sent for Validation
4	Construction Craftsman (Masonry)	Ms. Muditha Seneviratne			Sent for Validation
5	Ref & Air Conditioning Mechanic	Ms. DVD. Sajeewani			Sent for validation
6	Industrial Plumber	Ms. M. Bharathi			Sent for validation
7	Rubber processing machine operator	Ms. Ayesha Padmakumari			Sent for validation
8	Jewelry Maker	Ms. Thanuja Vidanapathirane			Sent for validation
9	Stone Setter	Ms. Thanuja Vidanapathirane			Sent for validation
#	**Curricula**	**Coordinator**	**Current Status**	**Expected date of**	**Remarks**

				completion	
10	Plastic processing machine operator	Mr. Jayala Wettasinghe			Sent for validation
11	Boiler operator	Ms. W.A.H.S.S.Wewala			Sent for validation
12	Pneumatic Technician	Ms. S.G. Nambuwasam			Sent for validation
13	Industrial sewing machine operator	Ms. Pushpa Rajapaksha			Sent for validation
14	Electric Motor Winder	Ms. B.M.T.D.Jayasekara			Sent for validation
15	Carpenter (Furniture)	Ms. Chamila Sumathirana			Sent for validation

5.11 Development of Curricula

#	Curricular	Current status	Re – Marks
1	Ref & Air condition Serviceman	Validation completed, ready for endorsement draft NCS sent to UNIVOTEC	100% Completed
2	Diesel pump room mechanic	Validation completed, ready for endorsement draft NCS sent to UNIVOTEC	100% Completed
3	Tiler	Validation completed, ready for endorsement draft NCS sent to UNIVOTEC	100% Completed
4	Caregiver	Validation completed, ready for endorsement draft NCS sent to UNIVOTEC	100% Completed
5	Multi Skills Construction Craftsman	Development Completed-sent for packaging Draft NCS sent to UNIVOTEC	75% Completed
6	Handy Craft (Handloom)	Development Completed Draft sent for packaging draft NCS sent to UNIVOTEC	75% Completed
7	Aquaculture Technician	Development Completed-sent for packaging Draft NCS sent to UNIVOTEC	75% Completed
8	Machine Operator (Beverage Industry)	Development Completed-sent for packaging Draft NCS sent to UNIVOTEC	75% Completed
9	Web designer / Developer	Development in progress	60% Completed
10	Digital media and Animation (Digital film and television)	Development in progress	60% Completed
11	Leather product marker	Development in progress	60% Completed

Certificate Level (1-4)

  1. **Developed**

#	Curricula	Coordinator	Remarks
1	ICT Technician	M.Thenabadu	Sent for validation
2	Florist	Inoka Ranathunga	Sent for validation
3	Assistant Rubber Factory Officer	MDA Priyadarshika	Sent for validation
4	Assistant Tea Factory Officer	CJ Abeywickrama	Sent for validation
5	Assistant Quantity surveyor	Ms. B.M.T.D.Jayasekara	Sent for validation
6	Milking machine Operator	Ms. Ayesha Padmakumari	Sent for validation

*7	Physical fitness trainer	Ms. M.S.S.Rizana	Sent for validation
*8	Boat Building Technician	S.A.N Danushka	Sent for validation
*9	Fishing Vessel Skipper	M.Thenabadu	Sent for validation

* - Sent again to TVEC

Diploma (NVQ Level - 5/6)

Developed

#	Curricula	Coordinator
1	Mechatronics	Mr. Suraj Jayathilake
2	Telecommunication Technology	Mrs Barathy
3	Quantity Surveying	Ms Durga Sajeewani and Ms. Thilaka Paranawithana
4	Floriculture and Landscape Gardening	Mr. Kamal Edirisinghe
5	Agriculture	Ms. M.Thenabadu

To be completed (NVQ Level - 5/6)

#	Curricula	Coordinator	Current status	Expected date of completion	Remarks
1.	Drafting Technology	Ms. Malkanthi Thenabadu			Sent for Validation
2	Livestock production technology	Mr. CJ Abeywickrama			Sent for Validation
3	Construction Equipment Maintenance Technology	Mr. Jayalal Ms. Muditha Seneviratne	50% Completed (First Year Completed)		

NCS and Curriculum for University Colleges (NVQ Level - 5/6)

NCS Development

#	Curricula	Coordinator	Current status
1	Television program production Technology	Mr. UASK Edirisinghe	Endorsed
2	Television post-production Technology	Mr. UASK Edirisinghe	
3	Food Technology – specialization streams (Fisheries, Palmyra, Coconut)	Ms. MDA Priyadharshika	
4	Irrigation Technology	Mr. Chandana Abeywickrama	
5	Plantation crop production Technology	Ms. Malkanthi Thenabadu	
6	Fashion design Technology	Ms. Thanuja Widanapathirana	
7	Fishing Technology	Ms. Malkanthi Thenabadu	

Curriculum development for University colleges (NVQ Level - 5/6)

Developed curricula

#	Curricula	Coordinator	Current status
1.	Food Technology – specialization streams (Fisheries, Palmyra, Coconut)	Ms. MDA Priyadharshika	Validated
2.	Plantation crop production Technology	Ms. Malkanthi Thenabadu	Validated
3	Television program production Technology	Mr. UASK Edirisinghe	Validated
4	Television post-production Technology	Mr. UASK Edirisinghe	Validated
5	Irrigation Technology	Mr. Chandana Abeywickrama	Validated
6	Fashion design Technology	Ms. Thanuja Widanapathirana	Validated
7	Fishing Technology	Ms. Malkanthi Thenabadu	Validated

1. **New Curriculum Development - received in Year 2013 (Second Half)**

#	Curricula	Coordinator	Current status	Expected date of completion	Remarks
1	Animal Feed Mill Operator	NLB Oshadie			Sent for validation
2	Animal Feed Production Assistant	NLB Oshadie			Sent for validation
3	Interior Decorator	Ashoka Bandula	Completed		
4	Optician	1428, Mr. SAN Danushka	90% Completed		Complete By 30.01.2015
5	Assistant Field officer Tea	CJ Abeywickrama			Sent for Validation
#	**Curricula**	**Coordinator**	**Current status**	**Expected date of completion**	**Remarks**
6	Dairy farming Assistant	Ms. Nilanka Meepegamage			Sent for validation
7	Milk collecting Centre Assistant	Ms. MDA Priyadarshika			Sent for validation
8	Rigger	Mr. Indika Pushpakumara	Completed		
#	**Curricula**	**Coordinator**	**Current status**	**Expected date of completion**	**Remarks**
09	Draught Person	YS Manatunge			Sent for validation
10	Laboratory Assistant for construction sector	Ms. B.M.T.D. Jayasekara	Revised NCS not yet received		

2. New Curricula Developments Received in - Year 2014 Under SSDP

#	Curricula	Coordinator	Current status	Expected date of completion	Remarks
1	Ref & Air Serviceman	Mr. Indika Pushpakumara		28.02.2015	
2	Diesel Pump Room Mechanic	Ms. WAHSS Wewala	90% Completed	31.01.2015	
3	Caregiver	Mr. Indika Pushpakumara	90% Completed	31.01.2015	
4	Tiller	Mr. PHSS Wijayarathna	90% Completed	31.01.2015	
5	Aquaculture Technician	Mr. Kamal Edirisinghe	Validated NCS not yet received		
6	Handy Craft / Handloom	Mr. Induka Pushpakumara	90% Completed	31.01.2015	
7	Multi Skilled Construction Craftsman	Mr. PHSS Wijayarathna	No Profile Chart Received		
8	Machine Operator	Ms. KG Alahapperuma	03 Workshops Held	15.01.2015	Assigned 0n 15.10.2014
9	Leather Production Craftsman	WAHSS Wewala	01 Workshop Held	20.02.2015	Assign on 18.11.2014
10	Web Developer	SG Nambuwasam	Workshop Commenced	20.02.2014	Assign on 18.11.2014
11	Building Service Technician	SRMP Seneviratne	Workshop Commenced	01.02.2015	Assign on 1.12.2014
12	Elevator Technician	Pasan Madurange	Workshop Commenced	01.02.2015	Assign on 1.12.2014
13	Dental Surgery Nurse Assistant	Indika Pushpakumara	Workshop Commenced	01.02.2015	Assign on 1.12.2014

1. Curriculum Revisions Received in - Year 2014 Under SSDP

#	Curricula	Coordinator	Current status	Expected date of completion	Remarks
1	Fabric Cutter	Ms. KPA Gayani	Completed		
2	Fabric Inspector	Mr. DG Indika Pushpakumara	Completed		Sent for Validation
3	Secretary	Mr. DG Indika Pushpakumara		Extended to 28.02.2015	
4	Receptionist	Ms. MSS Rizana	Completed		
5	Pattern Maker	Ms. MSS Rizana	Completed		Sent for Validation
6	Ref and Air Mechanic	Ms. DVD Sajeewani		Extended to 28.02.2015	
7	Electrical Appliance Maintenance	Ms. U. Sivachelvy		20.01.2015	

	Technician				
8	Nurse Assistant	Ms. MSS Rizana		Extended to 15.02.2015	
9	Graphic Designer	Mr. UASK Edirisinghe			
10	Litho Machine Operator	Mrs. WAHSS Wewala		03.03.2015	
11	Wood Craftsman (Furniture)	Mrs. WAHSS Wewala		03.03.2015	
12	Draft Person	Mrs. YS Manatunge		03.03.2015	
13	Plumber	Mrs. M. Thenabadu		03.03.2015	

The following CBT Curricula is received from NAITA after validation for final editing on 22.08.2014

Curricula	Coordinator	Completion Date	Remarks
Plastic Processing Mechanic Operator	Mr. J. Wettisinghe	Completed	
Boiler Operator	Ms. WAHSS Wewala		Sent for Endorsement
Animal Feed Production Assistant	Ms. NLB Oshadie	Extended to 15.02.2015	
Jewellery Maker, Stone Setter	Ms. RT Vidanapathirana	Extended to 20.01.2015	
Electric Motor Winder	Ms. BMTD Jayasekera		Sent for Endorsement
Pneumatic Technician	Ms. SG Nambuwasam	Extended to 20.01.2015	
Animal Feed Mill Operator	Ms. NLB Oshadie	Extended to 15.02.2015	

Curriculum Development for NIFNI

Curricula	Coordinator	Completion Date
Shipping and Logistic Management	Ms. TR Vidanapathirana	NCS Not Yet Received

5.12   Exemptions granted for B. Tech students

Policy on granting exemption was developed. Students were considered to be eligible for exemptions only if they had NVQ 6 diploma or equivalent or higher qualification. Exemptions were granted for modules provided that the student has successfully completed the equivalent subject at diploma level. Students were required to produce original transcript of the Diploma as evidence.

Students who sought exemptions had to apply under two categories. Students in Category 01 were granted exemption from attending lectures and practical classes and all assessments including semester end examination. However his/her performance in the particular module was considered to be

equivalent to simple pass for the purpose of calculating GPA. Students fell into category 02 were granted exemptions from attending lectures and practical classes. But they were required to complete the continuous assessments and sit for the semester end examinations. Consequently, performance levels that the students achieved at those evaluations were counted for their GPA calculation.

The list of student numbers for whom exemptions were granted under the above two categories is shown below.

Table : 8 No. of Students received exemption from Semester - I

#	B. Tech. (Weekend) Course - 2014	No. of Students received exemption	
		Category 01	Category 02
4.	Software Technology	00	01
5.	Network Technology	04	00

5.13 Industrial Training

Industrial training is an important component of Bachelor of Technology programmes, which lasts for six months. After restructuring the curriculum structure, this module is offered in semester 5. Students are placed in industry in collaboration with National Apprentice & Industrial Training Authority under its undergraduate training placement scheme.

5.14 Research

All academic staff members including the newly recruited members of the Faculty have commenced research activities. Those who submitted proposals in 2013 have submitted their draft of the reports.

5.15 Faculty Board Meetings

Meetings of the Faculty board were conducted each month so that 12 meetings were held during 2014.

Ms. VL Wijesinghe (English Language Teaching) and Mr. WPPN Pathirana (Network Technology) had been nominated as Student Representatives to the Faculty Board.

5.16 Participation in exhibitions

Undergraduate students of the Faculty have participated in two national exhibitions representing the University. Those exhibitions were
   3. Deyata Kirula 2014
   4. Techno Sri Lanka 2014

University won the Bronz award for the best university stall at the "Techno Exhibition", by completing with all other well established universities. This is a major achievement the university has gained as a young university.

In addition to that students participated in the Robotics Competition organized by the   Sri Lanka Institute of Information technology. Mr. S.P.A.R.S Jayathilake Senior lecturer and Head Electrical and Electronic Technology played a pivotal role in organizing the above activities.

5.17   Staff Recruitments

Following Academic staff members were recruited to the Faculty in 2014.

5. Ms. JAMB Karunaratne   Lecturer (Probationary) English Language Teaching
6. Eng.HPIA Pathirana   Lecturer (Probationary) Information Communication Technology
7. Mr.A.S.K.Wijayawardena   Lecturer (Probationary) Information Communication Technology
8. Ms. NWKDVP Opatha   Lecturer (Probationary) Information Communication Technology
9. Ms. AA Gunawardhana   Lecturer (Probationary) English Language Teaching

5.18   Staff Development Programmes

Local
Academic staff members who participated in training programmes.

 1. Ms. NLB Oshadie - Certificate Course in Teacher Training / University of Kelaniya.
2. Ms. JAMB Karunaratne - Certificate Course in Teacher Training / University of Kelaniya.

Overseas

Mr. LWS Kularatne   - Registered P.hD Candidate at Open University ,Malaysia.
Mr. SA Liyanage   - Registered P.hD Candidate at Open University, Malaysia.

Targets in 2015

All the degree programmes that have been offered by the Faculty in the year 2014 will be offered with more emphasis on quality assurance and maintenance of provision of maximum benefits to the students.

6.0   Continuing Education Centre

Continuing Education Centre (CEC) has been coordinating and conducting Diploma, certificate, short courses, continues professional development programmes and other extension programmes, since the inception of the University. It is the University arm which continues the activities of preceding institute, National Institute of Technical Education of Sri Lanka, as empowered by the Act of Parliament.

Among short term professional development programmes, Training of Trainers (TOT) and Training of Assessors (ToA) programmes are to be emphasized due to the demand and essentiality in the field. These are designed for professional development of the personnel of the industry and Teaching fields of the TVET sector. Although these programmes are small in duration, these are more practically oriented providing opportunities for experiencing real environment of work.

6.1   Diploma Programmes

Responsibility of conducting National Diploma programmes was transferred to Colleges of Technology and University Colleges from 2014. However the programmes commenced in 2013 and early 2014, will be conducted by the University through CEC until the termination. Accordingly two programmes of the course of National Diploma in Quantity Surveying have been running in the University in 2014.

#	Title of Diploma Course	No of Students Registered			No. of Students completed		
		M	F	Total	M	F	Total
1	National Diploma in Television Post Production Technology (NDTPT) 2013/2014	28	01	29	23	1	24
2	National diploma in Television Programme Production Technology (NDTPP) 2013/2014	31	03	34	24	3	27
3	National Diploma in Quantity Surveying (NDQS) 2011/2013	36	10	46	29	05	34
4	National Diploma in Quantity Surveying (NDQS) 2013/2015	32	13	45	Not yet completed		
5	National Diploma in Quantity Surveying (NDQS) 2014/2016	37	13	50	Not yet completed		
6	National Diploma in Technical & Vocational Education (NDTVE) 2013/2014	44	16	60	44	16	60
7	National Diploma in Technical Teacher Education(NDTTE- NVQ 05) 2014/2015	193	65	258	Not yet completed		

National Diploma in Technical Teacher Education which has been designed on NVQ Level 5 curriculum is being conducted for the trainers of DTET, NAITA, VTA, CGTTI and NYSC. This course will be continuously implemented even after 2014 as it is mandatory for the University.

6.2   Assessor Training

Training of Assessors programme is highly significant for all public and private training institutes of the TVET sector. Trainee Assessors are selected by the Tertiary and Vocational Education Commission and forwarded to the CEC for training. At the University they will undergo one week training programme on assessment methodology including mock assessments.

Training Programme	Programme Period	Target Group	Number Enrolled
Training of Assessors	(i) 20th Jan – 24th Jan 2014 (ii) 19th May – 23rd May 2014 (iii) 16th June – 20th June 2014 (iv) 23rd June – 27th June 2014 (v) 06th Oct - 10th Oct 2014 (vi) 27th Oct – 31st Oct 2014 (vii) 24th Nov – 28th Nov 2014 (viii) 15th Dec – 19th Dec 2014	TVET & Private Sector staff members	(i) 30 (ii) 27 (iii) 13 (iv) 24 (v) 41 (vi) 32 (vii) 38 (viii) 24
		Total	**229**

6.3   Industrial Training Management

This one week programme was designed to train the appropriate personal in handling industrial training of students. The essentiality of proper structuring and coordination are emphasized through the programme. In 2014, the Skills Sector Development Division (SSDD) of the Ministry sponsored this programme.

Training Programme	Period	Target Group	Number Enrolled

Industrial Training Management	(i) 16thJune - 20 June 2014
	(ii) 30th June - 04th July 2014
	(iii) 14thJuly - 18th July 2014
	(iv) 04thAug - 08th Aug 2014
	(v) 17th Nov - 21st Nov 2014
		Persons handling industrial training at TVET institutions	(i) VTA - 30
			(ii) NAITA - 22
			(iii) NAITA - 29
			(iv)DTET - 15
			     CGTTI - 05
			     NYSC - 01
			     NYC - 01
			(vi) VTA - 30

		Total trained in 2014	**133**

Training Center Management

This is also one week programme aiming at training managers of training centers. Administration aspects that would be necessary for running a center are highlighted here. More appropriate Persons to follow this programme would be the trainers who are well aware of training aspects and with a desire in becoming a head of a training center. This is also sponsored by SSDD of the Ministry in 2014.

Training Programme	Period	Target Group	Number Enrolled

Training Center Management	(i) 23rdJune - 27th June 2014
	(ii) 21stJuly - 25th July 2014
	(iii) 11thAug - 15th Aug 2014
	(iv) 1stSept - 5th Sept 2014
	(v) 24th Nov - 28th Nov 2014
		Persons in charge of Training centers of TVET Sector	(i)VTA - 30
			(ii)NAITA - 22
			(iii)DTET - 31
			(iv) NIFNE
			    NYSC
			    CGTTI 24
			    NYC
			(v) VTA - 30

Total trained in 2014			**137**

6.4   Training of Trainers

In 2014, one formal one-week trainers' training programme was conducted by the University. This was for the Lecturers of the School of Agriculture.

An orientation programme was conducted in November 2014 for the staff of newly established University Colleges. There were 42 academics and 17 others including 04 CEOs. This was enlightened with some trainer training aspects and an outbound training of two days at Mathugama.

Training Programme	Period	Target Group	Number Trained
Training of Trainers	10th to 14th March 2014	Lecturers of the School of Agriculture	26
Orientation & Trainer Training programme	03rd to 21st November 2014	Staff of University Colleges	59 (Academic – 42 Non Academic – 17)

Master Trainers' Pedagogy Programme (MTPP) was conducted in collaboration of Institute of Technical Education (ITE), Singapore. Two programmes of MTPP were conducted for the trainers of government training agencies. This programme was consisted of three stages. First stage of two weeks was conducted at UNIVOTEC by resource persons from Singapore. During the second stageof 06 weeks, the master trainers were instructed to apply the principles of training in their own training institutes. The output was evaluated by the Singapore team of resource persons. The last stage was a further training for master traners in Singapore.

ITE training programme is subject oriented and focused on training of master trainers and then multiplier training of 33 trainers by each master trainer. In 2014, two Master Trainers' Pedagogy Programmes and one multiplier programme related to first MTPP were conducted. (See the table below)

#	Programme	Duration	Number of participants
1	MTPP Multiplier training programmer with ITE Singapore	03/03/2014-21/03/2014	35
2	Multiplier training programmer with ITE Singapore	04/08/2014-08/08/2014	166
3	MTPP Multiplier training programmer with ITE Singapore	13/10/2014-24/10/2014	32

University facilitated another programme in 2014 which was conducted for one week, from 15th to 19th December 2014, by Colombo Plan Staff College (CPSC) along with DTET.

6.5   Curriculum Development and Revision

As usual, CEC coordinated the activity in 2014. The output is summarized as follows.

Activity	Number	Current Status	Remarks
Curriculum Revision	18	Sent for Validation	NVQ Level 1 - 4
Curriculum Revision	06	Completed	NVQ Level 1 - 4
Curriculum Development	15	Sent for Validation	NVQ Level 1 - 4
Curriculum Development	03	Completed	NVQ Level 1 - 4
Curriculum Development	05	Completed	NVQ Level 5 & 6
Curriculum Development	02	Sent for Validation	NVQ Level 5 & 6
Curriculum Development	07	Validated	NVQ Level 5 & 6 for University Colleges
Development of National Competency Standards	07	endorsed	

Name of the Institution: University of Vocational Technology (Continuing Education Center)

Training Performance (January to December – 2014)

District	*Course Name	Course Type	Course Duration	Certificate Type (NVQ/ Non NVQ)	NVQ Level	Age Range (Min. and Max. age)	Nature (Full Time/ Part Time)	No. Recruitment			No. of Completed			Dropouts		
								Male	Female	Total	Male	Female	Total	Male	Female	Total
Western	NDTTE	Diploma	12 Months	NVQ	5	No Limit	Part Time	193	65	258	Not yet completed			17	04	21
Western	NDQS (2013)	- do-	27 Months	Non NVQ		No Limit	Part Time	32	13	45				07	01	08
Western	NDQS (2014)	- do -	27 Months	Non NVQ		No Limit	Part Time	37	13	50				-	-	-
Western	Training of Assessors	Short Term	05 days	Non NVQ		No Limit	Full Time	134	95	229	134	95	229	-	-	-
Western	Training Center Management	Short Term	05 days	Non NVQ		No Limit	Full Time	110	27	137	110	27	137	-	-	-
Western	Industrial Training Management	Short Term	05 days	Non NVQ		No Limit	Full Time	97	36	133	97	46	133	-	-	-
Western	Multiplier Trainer Training	Short Term	01 Weeks	Non NVQ		No Limit	Full Time	90	76	166	90	76	166	-	-	-
Western	Master Trainers' Pedagogy Programme	Short Term	03 stages, Total 10 weeks	Non NVQ		No Limit	Full Time	48	19	67	48	19	67	-	-	-
Western	Training of Trainer with Agriculture Department	Short Term	05 days	Non NVQ		No Limit	Full Time	12	14	26	12	14	26	-	-	-

Course Name :

1. NDTTE – National Diploma in Technical Teacher Education
2. NDQS – National Diploma in Quantity Surveying

7.0   Establishment of Admission, Accreditation and Quality Assurance Division

As the first step to establish an Admission, Accreditation and Quality Assurance Division, the post of Director –Admission, Accreditation and Quality Assurance that has been created by the provisions of the University of Vocational Technology Act, as its one of the six officers, was filled appointing Mr. S A Liyanage, Senior Lecturer, Grade II, for a period of three years with effect from September 1st, 2014.

Subsequently, a Quality Assurance Committee has been formed to assure the quality related matters of   Academic Programmes, Co-curricular activities, Recreation, and social welfare. Priority was given to streamlining of academic programmes by reviewing curricula, by-laws, regulations, rules of the educational programmes and at the same time a number of procedures, policies, and guidelines were developed to ensure consistency and efficiency in academic- administration matters.

By the end of December 2014, a location has been identified to establish the AAQA Division, and arrangements have been made to procure most essential equipment for it. Measurers will be taken to recruit necessary staff in the first quarter of 2015.

The Concise Quality Assurance Framework that was approved by the Academic Council at its 41st meeting is as follows.

7.1   Concise Quality Assurance Framework

University of Vocational Technology

University of Vocational Technology, hereinafter referred as UNIVOTEC, has a quality assurance framework. The features and functions of the framework assure the quality of the UNIVOTEC in following areas:

1. The generally accepted standards of legal requirements for a degree awarding institute.
2. The standards of Physical resources
3. The standards of degree programmes
4. The competence and qualifications of teachers of the University
5. Research activities
6. Modes of delivery of educational programmes
7. Assessment procedures
8. Student welfare

The UNIVOTEC was established by the parliamentary Act No. 30 of 2008, as a fully-fledged university, which covers all legal requirements to function as a degree awarding institute in Sri Lanka.

The necessary infrastructure which includes, an administrative block, lecturer halls, library, laboratories, auditorium, cafeteria and hostels, has been established and is being developed according to requirements with enhancement of the UNIVOTEC.

The standards of the degree programmes, the prime aim of the UNIVOTEC, are assured by the total functions of the Quality Assurance Framework which is described in detail in this document.

The aforementioned Act stipulates Officers of the UNIVOTEC, their responsibilities, and the administrative bodies, which are parallel to such bodies of other universities in Sri Lanka, to ensure the conduct of programmes of study in generally accepted norms and standards.

The Officers of the University are;

1. Vice Chancellor
2. Deans
3. Director General
4. Director Finance
5. Director Media and Information
6. Director Admission, Accreditation, and Quality Assurance
   The administrative bodies are;

1. The Board of Governors
2. The Academic Council
3. The Admission, Accreditation, and Quality Assurance Council   -
4. Faculty Boards (The composition of the above bodies has been explicitly mentioned in the said Act.)

The functions of these bodies are described concisely to explain how required quality is assured.Study Programmes are conducted under two faculties namely, Faculty of Training Technology, and the Faculty of Industrial and Vocational Technology. All matters pertaining to study of programmes, which include the modules, mode of delivery, examinations, assessment, etc, are discussed and monitored at the faculty boards.

The recommendations and decisions that are taken at the Faculty Boards are forwarded to the Academic Council for its approval. The Academic Council may seek approval of the Board of Governors for the matters based on the situation and the magnitude of them. The Academic Council is tantamount to the Senate of conventional universities in Sri Lanka as far as the composition and functions are concerned.

The Admission Accreditation and Quality Assurance Council is referred to when decisions are to be taken about admission procedures, accreditation of programmes of study, schemes of Recruitments, academic and administrative matters pertaining to University Colleges, and general quality assurance processes of the University.

The University has an Examinations and Evaluation Centre, which is responsible for conducting and monitoring examinations, marking answer scripts, recording the results and issuing certificates. The procedures are similar to those of other universities in Sri Lanka.

The University also has a Quality Assurance Committee (QAC) which meets monthly to take initiatives to ensure that programmes of study are conducted within the expected norms and standards, and to enhance related facilities and student welfare. A monthly progress report is put forward to the Academic Council by the QAC.

All functions of the officers, and bodies mentioned above are governed by a set of by-laws, regulations, rules, procedures, and policies that have been developed and approved by the University.

Such documents include:

By -Laws

- By law for the award of degrees, post graduate diplomas and higher degrees by the University of Vocational Technology.
- By law for conduct of examinations, offences, punishments and appeals procedure
- By-law for the University students assembly at the University of Vocational Technology
- By-law for residence and student discipline at the University of Vocational Technology
- By law for the award of certificates of competence, elementary certificates, certificates, advanced certificates, diplomas and advanced diplomas by the University of Vocational Technology
- By-laws on the procedure of convocation of the University of Vocational Technology

Regulations

- Regulations for the award of the degree of bachelor of education in Technology by the University of Vocational Technology
- Regulations for the award of the degree of bachelor of Technology by the University of Vocational Technology
- Regulation for the award of certificates of competence, elementary certificates, certificates, advanced certificates, diplomas and advanced diplomas by the University of Vocational Technology

Rules

- Rules for the award of the degree of Bachelor of education in Technology by the University of Vocational Technology
- Rules for the award of the degree of Bachelor of Technology in industrial & Vocational Technology by the University of Vocational Technology
- Rules for the election of Dean of a faculty at the University of Vocational Technology
- Rules for the conduct of proceedings of the University of Technology appeals Board
- Rules for the award of certificates of competence, elementary certificates, certificates, advanced certificates, diplomas and advanced diplomas by the University of Vocational Technology

Procedures

- Procedure- Admission procedure, and registration
- Procedure- Exemptions
- Procedure – Answer scripts re-scrutinizing of results

While adhering to the rules and regulations, and following the procedures, mentioned above the University ensures that it meets the guidelines stipulated by the Quality Assurance and Accreditation Council- Division of the University Grants Commission on;

(i)   Granting degree awarding status to State and non-state higher education institutions/institutes.
   a.   Governance
   b.   Management
   c.   Financial viability
   d.   Physical resources
   e.   Academic planning and development process and quality assurance procedures
   f.   Academic research competencies of staff (overall)

(ii)   Approval for degrees to be awarded by the UGC recognised degree awarding institutes/ institutions.
   a.   Admission criteria and procedure.
   b.   Academic programme
   c.   Standards and quality assurance
   d.   Academic and research competencies of staff (specific to the study programme)
   e.   Student support and welfare

Further to that, the programme outcomes of Degree programmes are derived based on the Sydney Accord requirements.

8.0   Department of General Administration
New Recruitments, Service Extensions, Promotions, Retirements and Resignations

8.1   New appointments

The Board of Governors approved the following new appointments;

No	Designation	Number of appointment
1	Director General	01
2	Lecturer (Probationary)	07
3	Demonstrator	02
4	Laboratory Technician	02
5	Management Assistant	07
6	Office Assistant	05

8.2   Promotions

The Board of Governors approved the following promotions for internal staff.

No	Name	Designation	Date of promotion
1	Mr. K G G I Pushpakumara	Management Assistant	01.01.2014
2	Ms. S R M P Senevirathne	Lecturer(Probationary)	01.02.2014
3	Ms. K G Alahapperuma	Lecturer(Probationary)	01.02.2014
4	Mr. R D Nishantha	Assistant Bursar	01.02.2014
5	Mr. S A Liyanage	Director/Admission Accreditation & Quality Assurance	01.09.2014
6	Mr. K M S A D Bandara	Senior Lecturer II	01.09.2014
7	Mr. R R M D P Rathnayake	Lecturer(Probationary)	01.09.2014
8	Mr. C K Wickramasinghe	Work Superintendent	01.09.2014
9	Ms. N K Meepegamage	Programme Officer	01.09.2014
10	Ms. S A D A C Padmakumari	Programme Officer	01.09.2014
11	Ms. H S P Subhashini	Associate Officer	01.09.2014
12	Mr. G D Nimal	Library Attendant	01.09.2014

Deans and Academic heads of the departments were appointed as per the provisions of the Act No.31 of 2008

8.3 Retirements and Resignations

Board of Governors approved the following retirements and resignations;

No	Name	Designation	Date of Resignation/ Retirement
1	Mr. M M Asanka Ranweera	Driver	02.01.2014
2	Mr. K H G Piyadasa	Driver	06.04.2014
3	Mr. W G Piyasena	Office Assistant	10.04.2014
4	Ms. D S T Kumari	Associate Officer	30.05.2014
5	Ms. U D H Kanchana	Assistant Librarian	18.06.2014
6	Ms. W D K Mathagadeera	Management Assistant	25.07.2014
7	Mr. M W C U Perera	Management Assistant	02.10.2014
8	Mr. T G Susil Priyanka	Office Assistant	04.10.2014
9	Ms. K V D W Vitharana	Office Assistant	03.11.2014

Board of Governors approved the following vacation of posts.

No	Name	Designation	Date of VOP
1	Mr. H A Seneviratna	Teaching Assistant	01.02.2014

8.4 Opportunities for staff Developments

The University recognized that its staff is the fundamental to its success. A strategic, professional approach to staff development helps the University to attract and retain high-caliber staff with the skills and competencies necessary to deliver its objectives.

It is a sole responsibility of the University Administration to provide staff with development opportunities to ensure that individuals and departments are able to contribute fully to the achievement of department and University objectives in the context of the strategic plan.

According to the Human resource development policy of the University it focused to orient, train and develop personnel by improving skills, knowledge, capabilities and competencies required to perform well on their job. By offering programs designed to promote personal and professional career growth, they would enable the University to improve efficiency, productivity and profitability.

Accordingly in the year 2014 University made a significant attention on the staff development and invested a remarkable portion of money on capacity building programs to enhance the knowledge, soft and hard skills and attitudes of the University community. Therefore University sponsored for local and foreign training opportunities for both Academic and Non Academic staff for the career development and for the enhancement of their working efficiency.

Local Trainings for Non Academic staff

	Name of Training	Duration	Date	Institution/Trainer	Designation
01	Transport Management	one day	2014.01.28	Skills Development Fund Limited	2 Management Assistants
02	Exceptional Leadership and Authentic image Management	one day	2014-01-30	Skills Development Fund Limited	Assistant Registrar/ Administration
03	Secretarial Practice	one day	2014-02-25	Prag Institute	Associate Officer/ DG Office
					Management Assistant/Deans Office FIVT
04	Salary Conversion & Salary Management	one day	2014-03-12	Prag Institute	Associate Officer/ Finance
05	workshop on Practical Aspects of BID Evaluation	Two day	2014-03-13,14	Skills Development Fund Limited	Assistant Bursar/ Supplies
06	Salary payments	one day	2014-03-24	Skills Development Fund Limited	Associate Officer/Admin.
					Associate Officer/Finance
07	Workshop for Management Assistants (Special Development training)	one day	2014-03-24	Skills Development Fund Limited	20 Management Assistants
08	Terminal Benefits	one day	2014-04-03	Prag Institute	Associate Officer/Finance
					Management Assistant/Admin
09	Foss Library Applications for Libraries (Greenstone Digital Library & Koha LMS	five days	2014-04-08	Digital Library Network of South Asia & Open University	Assistant Librarian
10	Building a Modern day Organization	two days	2014-06-07,08	Skills Sector Development project	1 Senior Executive and 7 Junior Executives

				Funds (High Brand Team)	
11	Basic Stores Management	one day	2014-06-17	Prag Institute	Assistant Bursar/ Payments
					3 Management Assistants/Stores
12	Scope of the Accounts Assistant	one day	2014-06-23	Skills Development Fund Limited	4 Management Assistants
13	Marketing Libraries and Information Services	two days	2014-07-31, 2014-08-01	Aquinas University College	Assistant Librarian
14	Seminar on usage of Aluminum in constructions	one day	2014-07-30	Institute for Construction Training & Development	work Superintendent
					Management Assistant/Maintenance
15	Guidelines for a healthy canteen in work places	one day	2014-08-05	Ministry of Health	Management Assistant/Admin
16	Procedure of Bid and Tender calling	one day	2014-08-13	Prag Institute	Assistant Bursar /Supplies
					Management Assistant/Supplies
17	SLITAD people Development Awards – 2014 Awareness workshop	one day	2014-08-14	Sri Lanka Institute of Training and Development	Assistant Registrar/Admin
18	Effective Internal Auditing	one day	2014-08-20	Skills Development Fund Limited	Internal Auditor
19	Public Sector Accounting Standards	one day	2014-08-19	Knowledge Agent Ltd	Assistant Bursar/Payments
20	Leave and Management of personal Files	Two days	2014-09-01,02	Skills Development Fund Limited	3 Management Assistants/Admin
					Associate Officer/Admin
21	Financial Accounting & Reporting	Five days	2014-09-02,09,16,23,30	Skills Sector Development Division	Assistant Bursar/Accounts
22	Financial Accounting & Reporting	Five days	2014-09-	Skills Sector Development	Internal Auditor

			02,09,16,23,30	Division	
23	Internal Auditing & Assurance	Five day	2014-10-13,20,27,2014-11-03,10	Skills Sector Development Division	Internal Auditor 2 Management Assistant/Internal Audit
24	Building a Modern day Organization	one day	2014-09-19,09-26,10-03	Skills Sector Development project Funds (High Brand Team)	2 Junior Executives 11 Associate Officer s 37 Management Assistant 26 primary level staff
25	Certificate Course on Research Methods, Techniques & Statistic for Data Analysis	Four day	2014-12-15	National Centre for Advanced Studies	Assistant Registrar/Admin
26	Procurement Capacity Development Training Programme	three day	2014-11-07,08,09	Skills Sector Development Division	Assistant Bursar /Supplies
27	Annual Board of Survey & disposal goods	one day	2014-10-15	Prag Institute	Assistant Bursar/ Payments
28	'E' Payment of EPF & ETF	one day	2014-11-04	The Ceylon National Chamber of Industries	Assistant Bursar/Payments
29	Accounts maintaining training programme	two day	2014-17-18	Skills Development Fund Limited	3 Management Assistants / Finance
30	Job Analysis: Job Description & Specification & Duty list Preparation	one day	2014-11-27	University of Colombo	Assistant Registrar/ FTT
31	Environmental Due Diligence Guidelines	one day	2014-12-05	Skills Sector Development Division	Assistant Bursar /Supplies Work Superintendent

Local Trainings for Academic Staff

	Name of Training	Duration	Date	Institution/Trainer	Designation
01	Modern Telecommunication	Seven days	2014-05-03	The Institution of Engineers	Lecturer (Probationary) /IT
02	workshop on "Action Oriented Research Methods and Practical Applications"	one day	2014-06-28	University of Colombo	Teaching Assistant/ FIVT
03	Building a Modern day Organization	two days	2014-06-28,29 2014-07-05,06	Skills Sector Development project Funds (High Brand Team)	2 Senior Lecturers /FTT
04	Building a Modern day Organization	one day	2014-09-19,10-03	Skills Sector Development project Funds (High Brand Team)	2 Senior Lecturers 2 Lecturers (Probationary) 3 Teaching Assistants
05	Development of Quality Manual & Operating Procedures based on ISO/TEC 17025 (2205 for Testing Laboratories)	two days	2014-10-02,03	Sri Lanka Accreditation Board for Conformity Assessment	Lecturer (Probationary)/ Food
06	Staff Development programme	Six months	2014-08-01	University of Kelaniya	2 Lecturers (Probationary)/FTT
07	Certificate Course in Teaching in Higher Education	Six months	2014-04-25	University of Sri Jayewardenepura	2 Lecturers (Probationary)
08	Getting ready to conduct Successful Research :Effective Literature Searches, Surveys & Reviews	one day	2014-11-20	University of Colombo	2 Lecturers (Probationary)

Foreign Trainings for Academic staff

No	Name of Training	Duration	Date	Institution/Trainer	Designation
1	Post-Harvest Technology Programme	Six days	02/03/2014 - 07/03/2014	AIT -Bangkok	Lecturer (Probationary) / Food
2	Seminar on Vocational Education Management	03 weeks	25/03/2014- 14/04/2014	Ningbo of Zhejiang Porcine, China	Lecturer (Probationary)/ Food
3	Master of Science by research degree in Food Science	02 years	26/05/2014 - 25/05/2016	University of Saskatchewan	Lecturer (Probationary)/ Food
4	Overseas Specialized Training Programme	03 Weeks	14/12/2014 - 03/01/2015	German Malaysian Institute (GMI)	Lecturer (Probationary)/Electrical
5	Admission to Doctoral Programme (online)	03 years	20/12/2014	Open University - Malaysia	Dean/FTT Senior Lecturer

Foreign Trainings for Non Academic staff

No	Name of Training	Duration	Date	Institution/Trainer	Designation
1	Master Training Pedagogy		16/02/2014 - 01/03/2014	ITE Education Services Pvt Ltd, Singapore	Management Assistant

8.5   Special Achievement

<u>Introduction of new performance evaluation criteria to Executive staff</u>

Performance management and development provides a framework to value our staff, provides a working environment that acknowledges their contribution and builds capacity to ensure organizational effectiveness.

Performance management and development is a critical process in achieving corporate objectives in that it links those objectives with employee goals and achievements. It focuses on improving performance through matching outcomes against individual, team and organizational objectives.

In the general evaluation process which was followed till year 2013 priority was given to following criterion,

•   Leave records

•   Records of the Personal File , rather than the qualitative and quantitative measures of the work done by each individual.

With the developing strengths of the University it made the need to focus on more productive evaluation criteria for the supervisory level employees of the University in line with the key performance indicators and clearly defined job descriptions of each. Accordingly a new format of evaluation was introduced to the executive staff referring the modern two way evaluation criteria to make the evaluation two way by the individual on him or herself and the immediate supervisor. In this context priority was given to,

- Quality of the work done
- Capacity to meet the deadlines
- Innovativeness
- Capability to manage issues
- Areas to be developed

It is focused to link the Human Resource Development Policy in line with the review conclusions of the evaluation.

9.0   Revised Financial Statements

- ❖ Statement of Financial Position

- ❖ Statement of Financial Performance

- ❖ Cash Flow Statement

- ❖ Accounting Policies

- ❖ Notes to the Financial Statements

9.1 Statement of Financial Position

STATEMENT OF FINANCIAL POSITION

As at 31st December	Note	2014 Rs.	2013 Rs.
ASSETS			
Current Assets			
Cash & Cash Equivalents	2	11,463,163	13,929,751
Advances, Deposit Receivables	3	60,427	45,000
Stocks		3,433,904	3,677,239
Pre Payments	4	1,343,132	2,541,958
Staff Loans & Advances	5	4,749,586	4,016,952
Debtors and other Receivables	6	6,257,355	1,453,625
		27,307,567	25,664,525
Non - Current Assets			
Investments	7	12,811,672	7,420,728
Property, Plant and Equipment	8	755,613,639	770,391,359
Capital-Work in Progress-Building		169,526,500	81,188,537
		937,951,811	859,000,624
Total Assets		965,259,378	884,665,149
LIABILITIES			
Current Liabilities			
Receipts in Advance		-	70,692
Accounts Payable	9	18,737,506	10,010,725
Provision for Recurrent Expenditure	10	500,000	250,000
Short Term Deposits Refundable	11	3,219,728	3,615,075
		22,457,234	13,946,492
Non Current Liabilities			
Provision for Gratuity	12	23,708,098	22,309,931
Long Term Deposits Refundable	13	9,610,000	4,930,000
Deferred Income	14	324,289,360	239,346,156
Capital Grants	15	556,190,882	570,475,474
		913,798,340	837,061,561
Total Liabilities		936,255,574	851,008,053
Total Net Assets		29,003,804	33,657,096
NET ASSETS /EQUITY			
Accumulated Fund	16	(5,543,438)	(1,366,403)
Revaluation Surplus		33,987,730	34,478,687
Other Funds	17	559,512	544,812
Total Net Assets/Equity		29,003,804	33,657,096

The accounting policies & notes on pages 48 to 65 form an integral part of these financial statements.

Certification
We certify that the above fitanancial statements give a true & fair view of affairs as at 31.12.2014 and it's Surplus/(Deficit) for the year ended 31.12.2014.

Dr.T.A.Piyasiri
Vice Chancellor

Dr T A Piyasiri
Vice Chancellor
University of Vocational Technology
No. 100, Kandawala
Ratmalana, Sri Lanka

A.P.Aluthge
Director Finance

A.P. Aluthge
Director Finance
University of Vocational Technology
No. 100, Kandawala, Ratmalana.

The Board of Governors is responsible for the preparation & presentation of these Financial Statements.
These Financial Statements were approved by the Board of Governors and signed on their behalf.

Chandra Lal De Alwis
Member

A.R. Karunarathne
Member

Colombo
21st May 2015

9.2 Statement Of Financial Performance

For the Year Ended 31st December	Note	2014 Rs.	2013 Rs.
Recurrent Grant		**126,000,000**	**108,770,000**
Staff Development Grant		**-**	**177,000**
Staff Development Grant		**-**	**177,000**
Skills Sector Development Grant	*18*	**32,897,435**	
Net Operating Surplus/(Deficit)-TITP		**-**	**538,528**
Revenue From Academic Activities	*19*	13,336,779	19,914,995
Less-Direct Expenditure on Academic Activities	*20*	6,459,936	8,123,698
Net Income from Academic Activities		**6,876,843**	**11,791,297**
Revenue from Degree Programmes	*21*	**8,812,950**	**4,876,915**
Other Income	*22*	**5,752,061**	**6,475,349**
Amortization of Deferred Income	*23*	**85,046,308**	**89,358,988**
Total Operating Revenue		**265,385,597**	**221,988,077**
Operating Expenses			
Employee Costs	*24*	**87,911,663**	**73,908,151**
Travelling Expenses	*25*	**122,539**	**71,962**
Supplies & Requisites	*26*	**6,710,857**	**6,369,568**
Maintenance Expenses	*27*	**7,662,802**	**4,486,023**
Services	*28*	**41,228,788**	**39,483,016**
Depreciation on Property, Plant & Equipment	*29*	**85,046,308**	**89,358,988**
Other Expenses	*31*	**100,000**	**583,314**
Skills Sector Development Expenses	*32*	**32,897,435**	**-**
Total Operating Expenses before Provisions		**261,680,392**	**214,261,022**
Net Operating Surplus /(Deficit) before Provisions		**3,705,205**	**7,727,055**
Gratuity Provision		3,680,050	4,603,993
Net Surplus / (Deficit) After Provisions		**25,155**	**3,123,062**

The accounting policies & notes on pages 48 to 65 form an integral part of these financial statements.

9.3 Cash Flow Statement

For the Year Ended 31st December	2014	2013
	Rs.	Rs.
Cash flows from operating activities		
Deficit / Surplus from ordinary activities	25,155	3,123,062
Non - Cash Movements		
Amortization of Deferred Income/Capital Grants	(85,046,308)	(89,618,119)
Depreciation	85,046,308	89,618,119
Profit/Loss on Disposal of Assets	-	333,314
Gratuity	3,680,050	4,603,993
Audit Fees	100,000	250,000
Operating Profit Before Changes in W/C	**3,805,205**	**8,310,369**
(Increase)/Decrease in Stocks	243,335	(496,060)
(Increase)/Decrease in Staff Debtors	(732,634)	(212,763)
(Increase)/Decrease in Debtors and Receivables	(4,803,730)	8,739,815
(Increase)/Decrease in Pre-payments	1,198,826	(2,097,205)
(Increase)/Decrease in Advance	(10,427)	5,000
(Increase)/Decrease in Deposits Receivable	(5,000)	180,000
(Increase)/Decrease in Deposits made to Bank		874,158
(Increase/Decrease in Received in Advance (Innovation)	70,692	(70,692)
Increase/(Decrease) in Deposits Refundable	(395,347)	(1,239,185)
Increase/(Decrease) in Recurrent Expenditure	-	-
Increase/(Decrease) in Accounts Payable	8,726,781	4,415,144
Adjustment in respect of Previous Year	(1,622,661)	2,693,183
Gratuity Payment	(2,281,883)	(901,223)
Audit Fees Payment		(137,039)
Net cash flows from operating activities		

	4,051,773	20,204,886
Cash flows from investing activities		
Land	(2,400,431)	(98,760)
Buildings	(18,582,316)	(15,233,940)
Main Building	-	(2,905,074)
Motor Vehicles	(569,931)	-
Computers	(2,214,600)	(13,378,650)
Furniture and Fittings	(977,502)	(8,929,681)
Office Equipment	(3,139,711)	(1,464,190)
Teaching Equipment	(11,546,312)	(9,110,225)
Plant and Machinery	(3,334,724)	(11,160,928)
Books	(1,508,941)	(2,093,798)
Other Assets	(3,670,063)	(771,058)
Work in Progress	(88,337,964)	(28,288,188)
Investment	(5,390,944)	(3,420,728)
Library Deposits	2,340,000	2,470,000
Laboratory Deposits	2,340,000	2,460,000
Proceeds from Disposal Assets		293,130
Net cash flows from investing activities	**(136,993,439)**	**(91,632,090)**
Cash flows from financing Activities		
Capital Contributions - Treasury	96,100,000	75,823,000
Capital Grants	33,871,417	11,344,650
Accumulated Fund	488,961	(8,477,368)
Other Funds	14,700	9,000
Net cash flow from financing activities	**130,475,078**	**78,699,282**
Net increase/(decrease) in cash and cash equivalents	(2,466,588)	7,272,078
Cash and cash equivalents at beginning of period	13,929,751	6,657,673
Cash and cash equivalents at end of the period	**11,463,163**	**13,929,751**

The accounting policies & notes on pages 48 to 65 form an integral part of these financial statements.

9.4 STATEMENT OF CHANGES IN NET Assets

For the Year Ended 31st December - 2014	Accumulated Fund	Revaluation Surplus	Other FUNDS	Total Net Assets
	Rs	Rs	RS	Rs
Balance as at 01.01.2014	(1,366,403)	34,478,687	544,812	33,657,097
Adjustments	(2,579,529)	(490,957)	14,700	
Prior year adjustment -Note 30	(1,622,661)			
Surplus /(Deficit) for the period	25,155			
Balance as at 31.12. 2014	**(5,543,438)**	**33,987,730**	**559,512**	**29,003,804**

The accounting policies & notes on pages 48 to 65 form an integral part of these financial statements.

9.5 Notes to the Financial Statements

1. Significant Accounting Policies

1.1 General Policies

1.1.1 Reporting Entity

University of Vocational Technology (hereafter referred to as the "University") was incorporated by Act of parliament No.31 of 2008, and is situated at No.100, Kandawala, Rathmalana.

1.1.2 Principal Activities

(a) Conducting undergraduate programmes

(b) Developing curricula for TVET institutions

(c) Developing degree curricula

(d) Developing learning materials

(e) Conducting short term training programs, seminars and workshops for professional development

1.1.3 Basis of Preparation

(a) Statement of Compliance

The Financial Statements have been prepared in conformity with Sri Lanka Public Sector Accounting Standards . The accounting   policies are consistent with those used in the previous period, except where it is disclosed.

The Financial Statements have been prepared on Going Concern basis since there is no intention of dissolving the institution in future period (2015).

(b) Basis of Measurement

Financial statements have been prepared on historical costs basis and no adjustments are made for changes in values, except where it is stated.

(c) Functional & Presentation Currency

Financial Statements are presented in Sri Lankan Rupees, which is the functional & presentation currency of the University.

All financial information presented in Sri Lankan Rupees has been rounded to the nearest Rupee, unless stated otherwise.

1.1.4 Format of the Financial Statements

The Financial Statements are presented in accordance with the format of Accounts prescribed by Public Enterprises Circular No.PED/19 with appropriate changes.

1.1.5 Comparative Information

Comparative information is disclosed in respect of the previous period to enhance the understanding of the financial statements of the current period.

When the presentation or classification of items in the financial statements have been amended, comparative amounts have also been reclassified to conform with the current year in order to provide a better presentation.

1.2 Assets & Bases of their valuation

1.2.1   Property Plant and Equipment

(a)   Recognition & Measurement

Property, Plant and Equipment which were acquired after 12 October 2009 are stated at cost less accumulated depreciation.

(b)   Cost

The cost of property, plant and equipment comprises its purchase price and any expenditure incurred in bringing the assets to its working condition for its intended use. Subsequent expenditure incurred for the purpose of acquiring, extending, or improving assets of a permanent nature has been treated as capital expenditure.

(C)   Depreciation

The provision for depreciation is calculated by using the straight line method on the cost or valuation of property, plant & equipment, at the following rates over their useful lives.

- Buildings   5%

- Boundary Walls   5%

- Fountain   5%

- Motor Vehicles   25%

- Computers   25%

- Furniture & Fittings   10%

- Office Equipment   10%

- Plant & Machinery   10%

- Teaching Equipment   10%

- Books   33.33%

- Other Assets   33.33%

Depreciation is provided for the full year, for year of acquisition and no depreciation is provided for the year of disposal of assets, up to 31.12.2013. Depreciation of assets begins when it is available for use and ceases date on which asset is classified as held for sale/ disposal, from 2013 onwards.

1.2.2 Valuation of Assets

(a)   Revalued Property, Plant & Equipment were stated at revalued amounts less accumulated Depreciation.

(b) Life time of the revalued assets, decided by an appointed committee, are as follows.

Furniture & Fittings   08 Yrs

Office Equipment   04 Yrs

Teaching Equipment   10 Yrs

Vehicles   06 Yrs

Computers   04 Yrs

Plant Machinery   04 Yrs

Other Assets   03 Yrs

Life time of the Buildings was taken as 20 Yrs.

1.2.3 The balance useful life time of Property, Plant and Equipment which has zero carrying value as at 31.12.2014, was determined   by an appointed committee and depreciated accordingly.

Lifetime from 2014

Computers (Valued)–   2 yrs & 9.5 months

Office Equipment (Valued) -   2 Yrs & 9.5 months

Other Assets (Valued)   -   1 yr & 9.5 months

Computers – (University funded) –   2Yrs & 9 months

Other Assets – (University funded) -   2 Yrs & 9 months

The effect of the said decision on financial statements in the current period being Rs.5.9 Mn and remaining Net Asset Value of Rs. 24.8 Mn would be depreciated over future periods.

1.2.4 Inventories

Inventories are stated at the lower of cost and net realizable value. Net realizable value is the estimated selling price at ordinary course of business less the estimated cost of completion and selling expenses.

1.3 Provision for Retiring Gratuity

Provision has been made for the retiring gratuity, which may fall due for payment under the payment of Gratuity Act No. 12 of 1983 for all the employees those who have been in service in the University. The liability to an employee arises only on completion of 5 years of continued service.

The total liability is not externally funded nor is it actuarially valued. Out of total liability, Rs.2.7 Mn has been deposited as at 31.12 .2014.

1.4 Government Grants & Subsidies

Government grants that compensate the University for expenses incurred are recognized on receipt. Grants that are in recurrent nature are recognized as income in the statement of financial performance where as grants that are of capital nature have been credited to the differed income and amortized annually on consistent basis over the useful life of the related asset.

1.5 Financial Performance Statement

1.5.1 Revenue Recognition

(a) Revenue from recurrent grant is recognized on receipt.

(b) Course and Diploma fees are recognized on receipt.

(c) Consultancy income is recognized as revenue on completion of such activity.

(d) Other income is recognized on accrual basis.

1.5.2 Expenditure

All expenditure incurred in day to day operations of the university and in maintaining the property, plant and equipment in a state of efficiency, has been charged to Income Statement in arriving at the Surplus/Deficit for the year.

1.6 Cash flow Statement

The Cash flow Statement has been prepared by using the "Indirect Method" Cash and Cash equivalent comprise of bank balances of the University Bank Accounts.

1.7 Disclosures

Events after balance sheet date

There were no events occurring after the Balance Sheet date which require adjustments or disclosures in the financial statements.

Notes to the Financial Statements

For the Year Ended 31st December	2014 Rs.	2013 Rs.
Balances at Banks		
Bank of Ceylon - Rathmalana A/C 0070308457	3,659,912	7,429,143
Peoples Bank - Rathmalana A/C 080-1-001-3-0003120	3,800,608	3,844,890
7 Days Call Deposits-Peoples Bank Ratmalana	3,958,361	2,700,000
	11,463,163	**13,929,751**
Advances,Deposit Receivables		
Advances		
Sundry advances	35,427	25,000
	35,427	**25,000**
Deposits Receivable		
Security Deposit - Convocation	25,000	-
		20,000
	25,000	20,000
	60,427	**45,000**
Pre-payments		
Insurance & Registration fees	476,556	379,160
Library Membership	-	-
Computer & Accessories	-	716,053
Software Updating	471,295	1,224,727
Maintenance-Photocopiers/Air Conditioners & Lift	161,539	202,276
NewsPapers & Periodicals	19,742	19,742
Co-Operate Social Responsibility	214,000	
	1,343,132	**2,541,958**
Staff Loans & Advances		
Distress Loans	4,654,586	3,918,702
Festival Advances	95,000	98,000
Special Advances	-	250
	4,749,586	**4,016,952**
Debtors and Receivables		

Sundry Income	104,021	101,360
Employment Oriented Training Project (Norad)		580,843
Income-Consultancy Training, Curriculum & Services	3,093,774	99,710
Rental of Property	294,587	
Fixed Deposit Interest	126,202	365,167
Call Deposit Interest	55,959	
B.S.Hettige (Bond)	-	262,200
D.D.Wijesinghe	14,548	33,945
P.M.U.S.Mudalige	3,400	3,400
P.A.K.Gananath	7,000	7,000
Skills Sector Development Programme	2,544,536	
Interest -Distress Loan	13,328	
	6,257,355	**1,453,625**
Investments(Refundable deposits to students)		
Peoples Bank-Ratmalana	2,455,000	5,650,728
Bank of Ceylon-Ratmalana	10,356,672	1,770,000
	12,811,672	**7,420,728**

Notes to the Financial Statements
Property, Plant & Equipment

	Balance as at 1/1/2014	Adjustm.	Addition	Disposals	Balance as at 31/12/2014
	Rs.	Rs.	Rs.	Rs.	Rs.
Rehabilitation & Improvements					
Land	4,633,190		-		4,633,190
Buildings	31,379,204		10,898,529		42,277,733
Main Building	6,273,251		-		6,273,251
Motor Vehicles	-		569,931		569,931
Computers	16,500		-		16,500
Furniture & Office Equipment	84,600		1,566,111		1,650,711
Plant and Machinery	157,052		-		157,052
Other Assets	167,577		-		167,577
Boundry Walls	874,486		-		874,486
Books	225,000		-		225,000
Acquisition of Fixed Assets					
Land & Land Improvement	98,760		2,400,431		2,499,191
Buildings	540,260,555	3,840,915	726,000		544,827,470
Univotec Fountain	11,190,627		-		11,190,627
Motor Vehicles	39,450,000	-	-		39,450,000
Computers	43,377,387	(1,916,400)	2,214,600		43,675,587
Furniture and Fittings	47,145,761	(496,875)	440,160	-	47,089,046
Office Equipment	51,995,365	-	250,880	-	52,246,245
Teaching Equipment	248,097,129	-	9,120,313	-	257,217,442
Plant and Machinery	33,767,526	-	3,334,724	-	37,102,250
Books	25,707,869	-	1,508,941	-	27,216,810
Other Assets	9,933,419	-	1,667,726	-	11,601,146
Sub Total	1,094,835,256	1,427,640	34,698,347	-	1,130,961,243

Property, Plant & Equipment - TITP

	Balance as at 1/1/2014	Adjustm.	Addition	Disposals	Balance as at 31/12/2014
	Rs.	Rs.	Rs.	Rs.	Rs.
Acquisition of Fixed Assets					
Computer	380,500	(369,500)	-		11,000
Office Equipment	145,250	(145,250)	-		-
Teaching Equipment	192,500	(192,500)	-		-
Furniture & Fittings	2,183,450	(2,183,450)	-		-
Other Assets	372,650	(372,650)	-		-
Plant & Machinery	468,000	(468,000)	-		-
Sub Total	3,742,350	(3,731,350)	-	-	11,000

Property, Plant & Equipment - SSD

	Balance as at 1/1/2014	Adjustm.	Addition	Disposals	Balance as at 31/12/2014
	Rs.	Rs.	Rs.	Rs.	Rs.
Rehabilitation & Improvements					
Buildings			6,957,787		6,957,787
Acquisition of Fixed Assets					
Furniture and Fittings			537,342		537,342
Office Equipment			1,322,720		1,322,720
Teaching Equipment			2,425,999		2,425,999
Other Assets			2,002,336		2,002,336
Sub Total	-	-	13,246,184	-	13,246,184
Total	1,098,577,606	(2,303,710)	47,944,532	-	1,144,218,428

54

Notes to the Financial Statements

	Balance as at 1/1/2014	Adjustment	Charges for the period	Disposals	Balance as at 31/12/2014
	Rs.	Rs.	Rs.	Rs.	Rs.
Depreciation					
8.3 Rehabilitation & Improvements					
Buildings	2,974,964	698,444	1,782,084	-	5,455,491
Main Building	750,178		313,663		1,063,840
Facilited Building					-
Motor Vehicles	-		112,034	-	112,034
Computers	5,375		4,125	-	9,500
Furniture & Office Equipment	8,460		95,991	-	104,451
Teaching Equipment	-		-	-	-
Plant and Machinery	27,883		15,705	-	43,588
Other Assets	167,577		-	-	167,577
Boundry walls	306,070		43,724		349,794
Books	135,000		22,500		157,500
8.4 Acquisition of Fixed Assets					
Buildings	94,261,273	4,166,566	26,516,688		124,944,527
Univotec Fountain	2,238,125		559,531		2,797,657
Motor Vehicles	25,281,867	(4,598,290)	6,849,600		27,533,177
Computers	32,498,305	(14,173,643)	6,337,407	-	24,662,069
Furniture and Fittings	17,027,828	(11,297)	4,883,576	-	21,900,107
Office Equipment	22,836,821	(2,428,017)	5,339,740	-	25,748,545
Teaching Equipment	85,811,802	-	24,863,066	-	110,674,867
Plant and Machinery	10,539,821	185,472	3,080,250	-	13,805,543
Books	23,938,696	(3,484,909)	2,665,483	-	23,119,269
Other Assets	9,117,072	(4,724,335)	1,543,885	-	5,936,622
Sub Total	327,927,115	(24,370,010)	85,029,050	-	388,586,157

Depreciation - TITP

	Balance as at 1/1/2014	Adjustment	Charges for the period	Disposals	Balance as at 31/12/2014
	Rs.	Rs.	Rs.	Rs.	Rs.
8.4.a Acquisition of Fixed Assets					
Computer	47,563	(46,189)			1,374
Office Equipment	7,262	(7,262)			-
Teaching Equipment	9,625	(9,625)			-
Furniture & Fittings	109,173	(109,173)			-
Other Assets	62,108	(62,108)			-
Plant & Machinery	23,400	(23,400)			-
Sub Total	259,131	(257,757)	-	-	1,374

Depreciation - SSD

	Balance as at 1/1/2014	Adjustment	Charges for the period	Disposals	Balance as at 31/12/2014
	Rs.	Rs.	Rs.	Rs.	Rs.
8.3.a Rehabilitation & Improvements					
Buildings			7,625		7,625
8.4.a Acquisition of Fixed Assets					
Furniture and Fittings					-
Office Equipment					-
Teaching Equipment			6,334		6,334
Other Assets			3,299		3,299
Sub Total	-	-	17,258	-	17,258
Total Depreciation	328,186,246	(24,627,767)	85,046,308	-	388,604,789
TOTAL NET VALUE	770,391,359				755,613,639

55

Notes to the Financial Statements

For the Year Ended 31st December	2014 Rs.	2013 Rs.
Accounts Payable	**18,737,506**	**10,010,725**
Accrued Expenses		
Salaries & Wages	42,740	76,405
EPF Contributions	7,001	2,491
ETF Contributions	1,750	623
Cost of Living Allowance	15,600	
Interim Allowance	8,548	
Special Allowance	6,000	
Overtime	230,291	183,598
Holiday Payments	12,954	11,661
Travelling	7,715	6,356
Honororium	-	806
Telephone	125,541	114,750
Internet Service	463,195	462,379
Electricity	148	366,496
Taxes	38,965	
Water	42,533	122,498
News paper and Periodicals	16,905	13,940
Janitorial Services	532,610	252,232
Security Services	202,950	327,213
Meals to Participants	40,650	
CSR	97,500	
Main-Airconditioners & Lift	13,539	139,092
Main-Plant & Machinery-Other	7,900	
Main-Vehicle-301-1501	200	
Innovation	1,740	
Sup-Miscellaneous	700	
Trainee Allowances	-	11,500
Miscellaneous	215,200	2,400
Legal Charges	50,000	9,000

Other Allowances-other	47,500	
Consultancy Curriculum & Services	343,350	
Hostel	-	6,170
NDQS	191,732	108,000
NDTPP	40,575	34,560
NDTPT	23,784	16,560
B.Tech ELT	28,030	79,510
NVQ 5 for TVET Trainers	119,125	
Curriculum Development	150,000	
B.Tech Software Technology	170,258	97,275
B.Tech Network Technology	95,333	97,275
B.Tech Building Service Technology	324,041	74,775
B.Tech Mechatronics Technology	202,547	74,775
B.Tech Multimedia Technology	219,434	119,775
B.Tech Film & Tele.Studies	2,015	71,109
B.Tech Industrial Management	4,285	71,109
B.Ed Tech English Language Training	-	74,775
B.Ed Technology	2,120	
B.Tech Manufacturing Technology	174,222	77,095
B.Tech Food Technology	199,175	74,775
NDTVE	72,700	72,000
Other Assets	559,774	
	5,152,875	3,252,978
Salary	100,288	55,242
Payee Tax	55,407	
Payable to Ministry	64,750	
Withholding Tax Payable		2,800
Retention	13,364,186	6,699,705
Provision for Recurrent Expenditure	**500,000**	**250,000**
Provision for Audit Fees		
Balance as at.01.01.2014	250,000	137,039
Audit Fees -2014	-	(137,039)

Provision for years 2012, 2013, 2014	250,000	250,000
Balance as at.31.12.2014	**500,000**	**250,000**
Provision for Other Recurrent Expenditure		**-**
Short Term Deposits Refundable		
Tender Deposits	475,375	398,800
Library Deposits	1,190,353	1,486,275
Laboratory Deposits	960,000	1,255,000
Hostel Deposits	594,000	475,000
	3,219,728	**3,615,075**

Notes to the Financial Statements

For the Year Ended 31st December		2014 Rs.	2013 Rs.
12	**Provision for Gratuity**		
	Balance as at.01.01.2014	22,309,931	18,607,161
	Provision for year 2014	3,680,050	4,603,993
	Gratuity payment	(2,291,750)	(608,199)
	Adjustment	9,867	(293,024)
	Balance as at.31.12.2014	**23,708,098**	**22,309,931**
13	**Long Term Deposits Refundable**		
	Library Deposits	4,810,000	2,470,000
	Laboratory Deposits	4,800,000	2,460,000
		9,610,000	**4,930,000**
14	**Deffered Income**		
	Balance as at.01.01.2014	239,346,156	183,845,321
	Capital Contribution for the year-Treasury	96,100,000	75,823,000
	Amortization/Adj.of Depreciation for the year	(11,156,796)	(20,322,165)
	Balance as at.31.12.2014	**324,289,360**	**239,346,156**
15	**Capital Grant -Technical Education Development Project**		

	Value	Amortisation	Balance	
Acqusition of Fixed Assets				
Building	13,365,794.18	3,292,564.41	10,073,229.77	
Fountain	11,190,627.36	2,797,656.84	8,392,970.52	
Computers	15,449,850.00	9,234,280.25	6,215,569.75	
Office Equipment	44,958,210.52	21,822,610.23	23,135,600.29	
Teaching Equipment	174,760,907.48	77,454,950.65	97,305,956.83	
Furniture & Fittings	31,558,455.00	15,018,579.48	16,539,876.00	
Library Books	10,276,876.00	8,512,016.24	1,764,859.76	
Total	**301,560,720.49**	**138,132,657.10**	**163,428,064.00**	
Capital Grant -Treasury				
	Value	Amortisation	Balance	
Acqusition of Fixed Assets				
Motor Vehicles	25,150,000.00		10,032,500.01	

		15,117,499.99	
Total	**25,150,000.00**	**15,117,499.99**	**10,032,500.01**

Capital Grant -GOPA

	Value	Amortisation	Balance
Acqusition of Fixed Assets			
Furniture & Fittings	18,600.00	7,440.00	11,160.00
Total	**18,600.00**	**7,440.00**	**11,160.00**

Capital Grant -Ministry of YASD

	Value	Amortisation	Balance
Acqusition of Fixed Assets			
Building	234,528,686.75	46,615,394.01	187,913,292.74
Vehicles	758,245.00	600,120.00	158,125.00
Teaching Equipment	6,018,283.33	2,317,200.00	3,701,082.33
Computers	79,850.00	39,924.40	39,925.60
Office Equipment	67,300.00	-	67,300.00
Total	**241,452,365.08**	**49,572,638.41**	**191,879,725.67**

Capital Grant -DTET -

	Value	Amortisation	Balance
Acqusition of Fixed Assets			
Building	161,003,908.33	27,148,200.00	133,855,708.33
Office Equipment	80,401.04	17,763.02	62,638.02
Plant & Machinery	44,791.67	44,791.67	-
Furniture & Fittings	2,890,403.64	1,459,937.50	1,430,466.14
Teaching Equipment	13,789,613.75	5,309,370.00	8,480,243.75
Computer	170,432.29	41,580.06	128,852.23
Other Assrts	5,805.56	5,805.56	-
Total	**177,985,356.51**	**34,027,447.49**	**143,957,908.47**

Notes to the Financial Statements

For the Year Ended 31st December			
Capital Grant -NORAD			
	Value	**Amortisation**	**Balance**
Acqusition of Fixed Assets			
Office Equipment	306,822.92	67,786.46	239,036.46
Computer	4,479.17	2,122.38	2,356.79
Furniture & Fittings	1,085.94	562.50	523.44
Other Assets	317,986.11	317,326.38	659.73
Total	**630,374.14**	**387,797.49**	**242,576.42**
Capital Grant -SDP			
	Value	**Amortisation**	**Balance**
Acqusition of Fixed Assets			
Office Equipment	1,033,343.75	229,052.09	804,291.66
Computer	1,406,234.37	334,468.74	1,071,765.63
Furniture & Fittings	865,492.19	448,312.50	417,178.69
Teaching Equipment	15,796,980.83	6,082,260.00	9,714,720.83
Other Assets	276,159.72	138,079.87	138,079.85
Total	**19,378,210.86**	**7,232,173.50**	**12,146,037.66**
Capital Grant -WUSE			
Acqusition of Fixed Assets	**Value**	**Amortisation**	**Balance**
Computers	1,263,750.00	631,875.00	631,875.00
Total	**1,263,750.00**	**631,875.00**	**631,875.00**
Capital Grant -Ministry of Finance			
	Value	**Amortisation**	**Balance**
Acqusition of Fixed Assets			
Computer	11,000.00	4,124.00	6,876.00
Total	**11,000.00**	**4,123.00**	**6,876.00**
Capital Grant -SDD			-
	Value	**Amortisation**	**Balance**
Acqusition of Fixed Assets			
Building	27,583,019.22	7,624.97	27,575,394.25
Office Equipment	1,322,720.00	-	1,322,720.00

Furniture & Fittings	537,342.40	-	537,342.40
Teaching Equipment	2,425,998.78	6,333.98	2,419,664.80
Other Assrts	2,002,336.39	3,298.83	1,999,037.56
Total	**33,871,416.49**	**17,257.78**	**33,854,159.01**

For the Year Ended 31st December	2014	2013
Accumulated Fund		
Balance as at.01.01.2014	(1,366,403)	1,389,117
Adjustment of .Previous year	(1,622,661)	2,693,183
Adjustment	(2,579,529)	(8,571,765)
Surplus/(Deficit) Transferred from F/P	25,155	3,123,062
Balance as at 31.12.2014	**(5,543,438)**	**(1,366,403)**
Other Funds		
Library Development Fund	68,900	54,200
University Development Fund	170,485	170,485
Staff Development Fund	3,812	3,812
University Fund - Consultancy Services	316,315	316,315
	559,512	**544,812**
Skills Sector Development Grant		
Recurrent Contributions	32,881,899	
Call Deposits Interest	14,192	
Rent Income -Quarters	1,344	
	32,897,435	

Notes to the Financial Statements

For the Year Ended 31st December		2014 Rs.	2013 Rs.
19	**Revenue From Academic Activities**		
	Course fees		
	National Diploma in Engineering Technology(Civil)	21,600	1,000
	National Diploma in Training Technology		-
	National Diploma in Technical Vocational Education	7,200	1,627,400
	National Diploma in Video Production Technology	26,200	69,000
	National Diploma in Non Linear Editing	10,400	8,400
	National Diploma in English		-
	National Diploma in Television Prog. Production Technology	615,000	76,000
	National Diploma in Television Post Production Technology	1,710,000	-
	National Diploma in Quantity surveying	4,550,700	3,035,050
		4,692,100	**7,065,850**
	Consultancy Income		
	Consultancy Training	7,499,175	7,549,220
	Consultancy Curriculum	389,004	5,299,925
	Consutancy Research	-	-
	Consultancy Services	-	-
	Consultancy Other Training	756,500	-
		8,644,679	**12,849,145**
	Total Revenue From Academic Activities	**13,336,779**	**19,914,995**
	Direct Expenditure on Academic Activities		
20	**Course fees (Expenditure)**		
	National Diploma in Engineering Technology(Mechanical)	7,500	-
	National Diploma in Technical Vocational Education	356,084	254,290
	National Diploma in Video Production Technology	-	292,983
	National Diploma in Non Linear Editing	-	11,959
	National Diploma in English	1,590	19,500
	National Diploma in Quantity surveying	1,390,048	1,595,390
	National Diploma in Quantity surveying-Distance		-
	National Diploma in Television Post Produc. Technology	725,934	311,634
	National Diploma in Television Prog. Produc. Technology	567,812	

			656,692
		2,716,048	**3,475,368**
			-
Consultancy Payments			
Training		2,735,882	2,513,739
Curriculum		646,656	1,965,591
Services		361,350	169,000
Others			-
		3,743,888	**4,648,330**
Total Direct Expenditure on Academic Activities		**6,459,936**	**8,123,698**
Revenue From Degree Programme		**8,812,950**	**4,876,915**
B.ed Tech Degree Programme		**253,700**	**39,800**
B. Tech Degree Programme			
Software Technology		1,067,500	597,400
Network Technology		1,218,700	790,400
Building Services Technology		986,100	553,700
Manufacturing Technology		469,200	363,600
Multimedia Technology		1,062,000	633,600
Mechatronics Technology		1,045,200	658,100
Food Technology		462,800	192,250
Screen Play Film & Television Studies		444,000	
Industrial Management		180,000	
English Language Teaching		987,900	865,000
B.ed & Tech Degree Registration Fees		635,850	183,065
		8,559,250	**4,837,115**

(Note 21 appears beside "Revenue From Degree Programme")

Notes to the Financial Statements

	For the Year Ended 31st December	2014	2013
		Rs.	Rs.
22	**Other Income**		
	Loan Interest	179,805	152,451
	Transport	8,400	5,950
	Sundries	582,734	1,191,541
	Fixed Deposit Interest	941,051	680,618
	Call Deposit Interest	360,622	
	Proceeds from Sale of Condemned Assets	39,350	219,932
	Rental of Property		
	Video/Hiring Equipment	-	12,500
	Use of Premises	359,828	451,438
	Lecture rooms	289,938	130,000
	Auditorium	40,625	120,500
	Quarters	723,553	906,598
	Hostel	2,226,155	2,603,821
		5,752,061	**6,475,349**

Notes to the Financial Statements

For the Year Ended 31st December

Amotisation of Deferred income

Acqusition Of Fixed Assets	Treasury	TEDP- Grant	Treasury - Grant	GOPA - Grant	Ministry - Grant	DTET- Grant	NORAD- Grant	WUSC- Grant	SDP- Grant	SDD-Grant	MOF- Grant	Total
Building	4,599,561	668,290	-	-	11,760,723	9,049,400						26,077,974
Fountain		559,531	-	-	-							559,531
Motor Vehicles	-	-	4,682,500	-	200,040							4,882,540
Computers	3,281,863	1,931,231	-	-	19,963	44,313	313	315,938	372,750		2,750	5,969,119
Office Equipment	290,095	4,495,821	-	-	-	22,438	85,625		287,750		-	5,181,728
Teaching Equipment	2,705,194	17,476,091	-	-	772,400	1,769,790			2,027,420		-	24,750,895
Furniture & Fittings	1,011,016	3,155,846	-	1,860	-	480,438	188		149,438		-	4,798,784
Other Assets	1,185,372	-	-	-	-	-	833		174,417		-	1,360,622
Plant & Machinery	3,003,345	-	-	-	-	-					-	3,003,345
Library Books	951,180	1,712,813	-	-	-							2,663,993
Rehabilitation & Improvement	-											-
Building	1,780,344		-	-	-					7,625		1,787,969
Main Building	313,663		-	-	-							313,663
Motor Vehicles	112,034											112,034
Furniture & Office Equipment	95,991											95,991
Teaching Equipments	-		-	-	-					6,334		6,334
Computers	4,125											4,125

Other Assets	-			-	-	-					3,299		3,299
Plant & Machinery	15,705			-	-	-							15,705
Library Books	22,500			-	-	-							22,500
Boundry Walls	43,724			-	-	-							43,724
Total	**19,415,712**	**29,999,623**	**4,682,500**	**1,860**	**12,753,126**	**11,366,379**	**86,959**	**315,938**	**3,011,775**	**17,258**	**2,750**	**81,653,875**

Annual depreciation of assets funded by University — 3,392,433

21,937,721 **85,046,308**

Notes to the Financial Statements

For the Year Ended 31st December		2014 Rs.	2013 Rs.
24	**Employee Costs**		
	Salaries and Wages	41,726,621	40,399,554
	Cost of Living allowance	13,228,191	11,157,412
	Interim Allowance	7,609,643	6,379,524
	E.P.F. Contributions	7,312,900	6,440,034
	E.T.F. Contributions	1,828,225	1,607,152
	Gratuity Payment	47,666	106,476
	Other Allowances	1,112,450	146,500
	Overtime	2,485,690	2,123,912
	Holiday Payment	161,807	120,036
	Allowances - Governing Council	421,194	464,306
	Allowances - Transport	84,500	
	Allowances - Quality Assurance Council	170,500	11,277
	Academic Allowance	7,368,706	3,923,267
	Research Allowance	3,521,970	1,028,475
	Special Allowance	831,600	
	Others		226
		87,911,663	**73,908,151**
25	**Travelling Expenses**		
	Domestic		
	Travelling Expenses	66,095	71,962
	Foreign		
	Visa Fee, Insurance Fee & Conference Fee	56,444	-
		122,539	**71,962**
26	**Supply and requisites**		
	Stationery Administration	1,954,955	1,415,865

	2014	2013
Office Requisites	2,880	36,700
Office Machines Consumables	846,000	1,234,963
Fuel Allocation(Vice Chancellor)	429,300	421,292
Fuel Allocation(Director General)	307,507	292,024
Fuel Allocation (Pool Vehicles)	1,875,309	1,780,860
Fuel Allocation (Generator)	445,594	439,185
Fuel Allocation (Director Media)	268,240	250,320
Fuel Allocation (Director AAQ)	88,620	
Printing Administration	5,940	
VC/DG/BOG Entertainment	94,475	90,166
Uniforms	73,000	99,079
Medical Supplies	18,555	56,698
Miscellaneous Consumable	300,482	252,416
	6,710,857	**6,369,568**

Notes to the Financial Statements

For the Year Ended 31st December	2014 Rs.	2013 Rs.
27 **Repairs and maintenance of assets**		
Vehicles		
WPKH 6725 (Servicing , Tires,Batteries & Minor repairs)	244,153	100,655
301-1501 (Servicing , Tires,Batteries & Minor repairs)	239,447	329,483
19-6866 (Servicing , Tires,Batteries & Minor repairs)	51,733	174,345
62-3743 (Servicing , Tires,Batteries & Minor repairs)	86,822	468,740
62-4816 (Servicing , Tires,Batteries & Minor repairs)	508,325	232,704
17-7455 (Servicing , Tires,Batteries & Minor repairs)	3,000	
NA-2503 (Servicing , Tires,Batteries & Minor repairs)	12,038	240,100
Ko-4860 (Servicing , Tires,Batteries & Minor repairs)	153,116	99,510
KR1801 (Servicing , Tires,Batteries & Minor repairs)	36,135	75,442
KR-7781 (Servicing , Tires,Batteries & Minor repairs)	60,088	127,752
NB-3149 (Servicing , Tires,Batteries & Minor repairs)	197,532	259,669
Plant ,Machinery and Equipment		
Computers & Accessories	939,633	516,650

Furniture & Fittings	-	24,850
Photocopiers,Air Conditioners & Lift	1,557,233	580,996
Teaching Equipment	369,443	7,900
Generator	127,202	47,430
Others	298,282	86,327
Building and Structures		
Building Structure	-	574,951
Faculty of Training Technology	613,649	-
Hostel	7,682	87,349
Library		-
Staff Quarters	1,096,197	26,816
Auditorium	-	4,500
CEC	-	127,721
Landscaping	18,360	-
Others	526,721	725,562
Maintenance - Others	-	82,582
	7,662,802	**4,486,023**

Notes to the Financial Statements

For the Year Ended 31st December		2014	2013
		Rs.	Rs.
28	**Services**		
	Transport		
	Vehicle Hire	249,264	10,346
	Postage	110,625	101,910
	Telephones	1,810,018	1,378,557
	Internet Service	5,129,117	5,470,222
	Legal Charges	376,548	21,500
	Stamps For Receipts	2,100	-
	Poatal & Commu.-Others	153	
	Electricity	11,357,951	11,088,824
	Water	1,580,554	1,571,897
	Rents		
	Taxes	154,284	32,051
	Insurance & Registration Fees	568,344	609,402
	Curriculum Development	583,168	655,358
	Visiting Lecture fees	4,071,013	8,043,300
	Student Training	(11,738)	38,062
	Scholorships for Students	120,441	
	Cooperate Social Responsibility	259,072	529,818
	Learning Material	118,165	366,540
	Award Ceremonies/Convocation	2,430,379	-
	Publicity (advertising)	1,599,165	1,416,923
	Staff Development	-	177,000
	Publications	38,000	145,645
	NewsPapers & Periodicals	213,645	206,067
	Functions & Donations	9,251	92,362
	Janitorial Service	4,318,010	2,707,424
	Security Service	2,669,989	2,284,864
	Meals to Participants	320,979	288,508

	Exhibitions	1,090,280	1,240,111
	Research	26,939	336,111
	Translation	-	
	Membership	446,554	148,164
	Staff Subject Familiarization	504,790	
	Innovation	-	
	Software Updating	753,431	413,128
	Financial Charges	-	26,697
	Industrial Training	-	8,000
	Social Marketing	-	71,139
	Miscellaneous	328,297	2,400
		41,228,788	**39,483,016**
29	**Depreciation - Acqui.of Fixed Assets**		
	Buildings	26,516,688	26,516,688
	Fountain	559,531	559,531
	Motor Vehicles	6,849,600	8,454,600
	Computers	6,337,407	9,480,300
	Furniture and Fittings	4,883,576	4,922,039
	Office Equipment	5,339,740	5,703,171
	Teaching Equipment	24,869,399	24,810,023
	Books	2,665,483	945,007
	Plant & Machinery	3,080,250	3,701,346
	Other Assets	1,547,183	2,289,146
		82,648,857	**87,381,851**
	Depreciation -Reha.of Fixed Assets		
	Buildings	1,789,709	1,568,960
	Main Building	313,663	313,663
	Computers	4,125	4,125
	Motor Vehicles	112,034	
	Furniture & Office Equipments	95,991	8,460
	Plant & Machinery	15,705	15,705
	Other Assets		-

Boundry Walls	43,724	43,724
Books	22,500	22,500
	2,397,451	**1,977,137**
Total Depreciation for the period	**85,046,308**	**89,358,988**

Notes to the Financial Statements

	For the Year Ended 31st December	2014 Rs.	2013 Rs.
30	**Prior Year adjustments**		
	Interim Allowances	-	(97,654)
	Insurance & registration fees	(6,462)	
	Salaries & Wages	(6,768)	(728,390)
	Holiday Payments	(5,442)	-
	Audit Fees	-	(257,156)
	Curriculum Development	-	-
	National Diploma in Quantity Surveying	(10,825)	(12,375)
	National Diploma in Quantity Surveying-Distancy	-	(10,150)
	National Diploma in Television Prog. Produc. Technology		(38,800)
	National Dip. In Technical Vocational Technology	-	(6,000)
	B. Tech Building Service Technology	(227,510)	-
	B. Tech Mechatronics Technology	(170,837)	-
	B. Tech Manufacturing Technology	(154,354)	-
	B. Tech Software Technology	(207,982)	-
	B. Tech Network Technology	(318,892)	-
	B. Tech Food Technology	(20,100)	-
	B. Tech Multimedia Technology	(221,366)	-
	B. Tech English Language Teaching	(36,520)	
	B. Ed Technology	(5,100)	
	Consultancy Training	(80,140)	(17,280)
	Salaries & Wages	-	24,557
	Cost of Living	-	5,850
	Interim Allowance	-	2,381
	EPF Contribution	-	(84,800)
	ETF Contribution	-	(21,200)
	Other Income-Sundries	-	(785)
	Staff Development	-	8,000
	Acadamic Allowances	-	(32,585)

	Electricity	-	56
	Telephone	-	(337)
	Security Services	(112,815)	-
	Janitorial Services	-	(6,060)
	Water	(119)	-
	Overtime	(65,983)	-
	Stock in hand	-	357,240
	Deposit Refundable-Miscellaneous	(45,610)	
	Depreciation		3,360,937
	Provision for Gratuity	184,000	45,234
	Provision for Audit Fees	(75,000)	
	Interest -Distress Loan	3,964	163,700
		(1,622,661)	**2,693,183**
31	**Other Expenses**		
	Audit Fees Provision	250,000	250,000
	Loss on disposal of property, plant & equipment	-	333,314
		250,000	**583,314**
32	**Operating Expenses -SSD**		
	Short Courses for Academics	1,277,214	
	Assessor Training	781,611	
	Cardre(Visiting Lecturers/New Recruits)	7,924,797	
	Skill Upgrading Training	2,146,176	
	Foreign Training	15,234,896	
	NVQ 5 for TVET Trainers	3,401,062	
	Curriculum Development	710,032	
	MIS	1,965	
	Postgraduates	1,419,682	
	Total Operating Expenses	**32,897,435**	
		-	

10.0 Audit report

විගණකාධිපති දෙපාර්තමේන්තුව
கணக்காய்வாளர் தலைமை அதிபதி திணைக்களம்
AUDITOR GENERAL'S DEPARTMENT

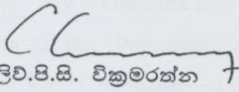| මගේ අංකය
எனது இல.
My No. } | ජේපී/එල්/යූවීටී/1/14/64 | ඔබේ අංකය
உமது இல.
Your No. } | | දිනය
திகதி
Date } | 2015 සැප්තැම්බර්23 දින. |

උපකුලපති,

වෘත්තීය තාක්ෂණ විශ්ව විද්‍යාලය.

වෘත්තීය තාක්ෂණ විශ්වවිද්‍යාලයේ 2014 දෙසැම්බර් 31 දිනෙන් අවසන් වර්ෂය සඳහා වූ මූල්‍ය ප්‍රකාශන පිළිබඳව 2008 අංක 31 දරන වෘත්තීය තාක්ෂණ විශ්වවිද්‍යාල පනතේ 47(2) වගන්තිය ප්‍රකාර විගණකාධිපති වාර්තාව.

මාගේ සමාංක හා 2015 ජූලි 30 දිනැති ලිපියට යොමුවේ.

02.   ඉහත සඳහන් ලිපිය සමඟ එවන ලද මාගේ වාර්තාවේ ඉංග්‍රීසි අනුවාදය මේ සමඟ එවා ඇත.

ඩබ්ලිව්.පී.සී. වික්‍රමරත්න
විගණකාධිපති (වැඩබලන)

DG
D/ Finance
Internal Auditor

Forward a copy of the
Audit Report. Sinhala
& English versions.
Covering letter is signed
T. A. Punjani
05/10/201

Original - File.

පිටපත් :-   01. ලේකම් - නිපුණතා සංවර්ධන හා වෘත්තීය පුහුණු අමාත්‍යාංශය

02. ලේකම් - මුදල් අමාත්‍යාංශය

විගණකාධිපති දෙපාර්තමේන්තුව

கணக்காய்வாளர் தலைமை அதிபதி திணைக்களம்

AUDITOR GENERAL'S DEPARTMENT

මගේ අංකය எனது இல. My No.	JP//F/UVT/1/14/64	ඔබේ අංකය உமது இல. Your No.		දිනය திகதி Date	30 July 2015

The Vice Chancellor

University of Vocational Technology

Report of the Auditor General on the Financial Statements of the University of Vocational Technology for the year ended 31 December 2014 in terms of Section 47 (2) of the University of Vocational Technology Act, No. 31 of 2008

The audit of financial statements of the University of Vocational Technology 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 cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory notes 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 47(2) of the University of Vocational Technology Act, No. 31 of 2008. My comments and observations which I consider should be published with the Annual Report of the University appear in this report. The Management Audit Report will be issued to the Vice Chancellor of the University in due course.

1.2   Management's Responsibility for the Financial Statements

----

The 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.

අංක 306/72, පොල්දුව පාර, බත්තරමුල්ල, ශ්‍රී ලංකාව, . - இல. 306/72, பொல்துவ வீதி, பத்தரமுல்லை, இலங்கை.- No. 306/72, Polduwa Road, Battaramulla, Sri Lanka

☎ +94-11-2887028-34   +94-11-2887223   oaggov@sltnet.lk   www.auditorgeneral.gov.lk

විගණකාධිපති දෙපාර්තමේන්තුව
கணக்காய்வாளர் தலைமை அதிபர் திணைக்களம்
Auditor General's Department

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 and 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 judgement, including the assessment of the risks of material misstatements of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the University'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 the University'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.

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

02. Financial Statements

2.1 Opinion

In my opinion, the financial statements give a true and fair view of the financial position of the University of Vocational Technology 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 Non-compliance with Laws, Rules, Regulations and Management Decisions

----

Non-compliances with the following laws, rules, regulations and management decisions were observed.

Reference to Laws, Rules, Regulations, etc.	Non-compliance
---	----------------------
(a) Establishments Code of the Democratic Socialist Republic of Sri Lanka	
Section 3.1 of Chapter II	Even though the Appointing Authority should appoint the staff calling for applications by advertisements in conformity with the approved Scheme of Recruitment for every vacancy in the Public Service, a Management Assistant and two Drivers had been recruited contrary to the requirement.
(b) Financial Regulations of the Democratic Socialist Republic of Sri Lanka	
(i) Financial Regulation 104(2)	Even though loss of goods should be reported to the Auditor General, the University of Vocational Technology had not taken action accordingly.
(ii) Financial Regulation 104(3) and (4)	A preliminary report on losses should be obtained immediately after the losses had occurred and an inquiry had not been held on the losses valued at Rs. 1,500,777 and a preliminary report thereon had not been submitted within 03 months.

3

| (c) | **Public Enterprises Circular No. PED/12 of 02 June 2003** Section 8.3.4 | The University had overpaid a sum of Rs.256,439 for providing communication facilities and settling of bills for 12 officers contrary to this circular. |

2.3 Transactions not supported by Adequate Authority

The following observations are made.

(a) According to paragraph 01.02 (III) of the Trade and Investment Policy Circular No. 01/2013 of 02 August 2013 of the Ministry of Finance and Planning, it had been stated that the officers who had been appointed to an eligible post on a Senior Level Salary on personal to the holder basis or paid a salary by appointing on supernumerary basis are not entitled to concessionary motor vehicle permits. Nevertheless, permits had been issued to 8 Senior Lecturers who had been appointed to that post from 12 October 2009 on personal to the holder basis of the posts. Necessary action had not been taken to recover the tax-exemption amounting to Rs. 32,926,443 granted by the Government for concessionary motor vehicle permits.

(b) Even though the Treasury had refused to grant the covering approval relating to the sum of Rs. 7,144,313 paid as academic allowances for the academic staff from the year 2011 to the year 2013, action had not been taken to recover that amount from the relevant officers.

4

විගණකාධිපති දෙපාර්තමේන්තුව
கணக்காய்வாளர் தலைமை அதிபர் திணைக்களம்
Auditor General's Department

3.   Financial Review

3.1   Financial Results

According to the financial statements presented, the operations of the University for the year ended 31 December 2014 had resulted in a surplus of Rs.25,155 as compared with the corresponding surplus of Rs.3,123,062 for the preceding year thus indicating a deterioration of Rs. 3,097,907 in the financial result of the year under review as compared with the preceding year. Increase in travelling expenses and maintenance expenses as compared with the preceding year had mainly contributed to this deterioration.

4.   Operating Review

4.1   Performance

The total number of students enrolled for two Faculties for the academic year 2012/2013 by the University of Vocational Technology had been 222. Out of these students, the number of Degree Holders in the year under review had been 96 and that as a percentage represented 43 per cent.

4.2   Management Inefficiencies

The following observations are made.

(a)   Despite the existence of 07 unused fax machines and 06 underutilized colour photocopiers pointed out by the audit, 05 photocopy machines and 02 fax machines had been purchased during the year under review.

(b)   Even though action had been taken to purchase goods by competitive bidding for 05 procurements valued at Rs. 8,060,686 (excluding tax), the procurements had been awarded to the sole institution which had responded.

5

4.3   Operating Inefficiencies

An Education Management Information System comprising 13 Modules costing Rs. 5,658,848 had been introduced to the University of Vocational Technology in the year 2010 and no action had been taken to update information of two Modules out of 03 checked in the year under review.

4.4   Idle and Underutilized Assets

(a)   It was observed that 68 items of goods costing Rs. 1,444,540 and 364 items of furniture of which the value was not mentioned, purchased from the year 2009 by the University had not been made use of.

(b)   Even though the Closed-Circuit Television Camera System had been installed in the University in the year 2012, it was observed that the 32 inch Television Set and the Assembled Central Processing Unit purchased for Rs. 109,000 for that system had remained in the stores without being utilized.

(c)   Furniture valued at Rs. 288,271 had been purchased in the year 2009 for the rented residence of the Vice Chancellor. These items had remained idle in the year under review.

(d)   A sum of Rs. 4.7 million had been spent for the official quarters of the University which had remained idle without being utilized from May 2010 up to the end of the year under review.

4.5   Deficiencies in Contract Administration

(a)   Bids had been awarded accepting the quotation of Rs. 2,209,203 submitted by a private institution in response to the quotations invited for items of work in the engineering estimate of Rs. 2,128,779 approved for the repairs of the old hostel building. It was observed that a sum of Rs. 290,528 had been paid again for an item of work carried out in August 2012 by the same institution referred to above under "Renovation of the roof of the old Hostel", for a sum of Rs. 969,182 (excluding tax), included in the modernization items of work which had been carried out in August 2014.

6

විගණකාධිපති දෙපාර්තමේන්තුව
கணக்காய்வாளர் தலைமை அதிபதி திணைக்களம்
Auditor General's Department

(b)   The cost incurred for the 9.25 feet long pantry cupboard fixed in the Official Quarters of the Director General was computed based on the BSR quotations approved in the year 2014 according to the market prices. As such, it was observed that a sum of Rs. 853,093 had been overpaid for the Item No.02 of this work.

4.6   Assets not formally vested

The land on which the University of Vocational Technology is maintained, had not been taken over by the University in terms of Section 69(2)(a) of the University of Vocational Technology Act, No. 31 of 2008.

5.   Accountability and Good Governance

5.1   Budgetary Control

According to the budget, out of the sum of Rs. 1,500,000 estimated for 03 Objects, no expenditure whatsoever had been incurred. Further, the actual expenditure had ranged from 34 per cent to 82 per cent than the estimated expenditure for 11 Objects and the actual expenditure had ranged from 19 per cent to 185 per cent than the estimated expenditure for 07 Objects. As such, it was observed that the budget had not been made use of as an effective instrument of management control.

7

විගණකාධිපති දෙපාර්තමේන්තුව
கணக்காய்வாளர் தலைமை அதிபர் திணைக்களம்
Auditor General's Department

6.   **Systems and Controls**

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

(a)   Assets Management

(b)   Conduct of Courses

(c)   Staff Administration

W.P.C. Wickramaratne
Acting Auditor General

11.0 The audit report for the year ended 31 December 2014

Measures taken for the audit report for the year ended 31 December 2014 (No. JP / F / UTI / 1/14/64 and dated 30/07/2013). (Report updated to 30.06.2016)

Num ber	Audit passage	Action
2.2	**Laws do not comply with the rules and regulations**	
(අ)	**Rules, Rules, Regulations, etc. Complaint References** **Chapter 11 and clause 3.1 of the Establishment Code of the Democratic Socialist Republic of Sri Lanka** **Even though the appointment of staff was required by public advertisements in accordance with the approved Scheme of Recruitment in all vacancies in the public service, the Management Assistant and two drivers had been recruited, violating it.**	For this recruitment, applications were called by the web site of the University and short listed candidates were called for the interview. These 3 employees were recruited on merit basis of the marks obtained at the interview. In this circumstance, a more advantageous and practical process was followed for these recruitments.

(ආ)	The Financial Regulations of the Sri Lanka Democratic Socialist Republic of Sri Lanka	The University of Vocational Technology had not acted in compliance with the Auditor General's statement on lost items.	The estimated loss of two Laptop computers has been estimated and recovering process was initiated from the responsible officers. In such circumstances necessary will act in accordance with FM 104 in future.
(i)	Financial Regulations 104 (2)		In par to the provisions following actions were taken for the losses KH-6725 - Immediately after the accident, the Auditor General was Informed. Submission of report as FR 104 (3) was done later.
(ii)	Financial Regulations 104 (3) And (4)	A preliminary report in respect of losses and damages should be obtained as soon as the damage has been incurred and no preliminary report has been submitted within 03 months after conducting an inquiry regarding the damage of Rs.1500,777.	62-3743 - Auditor General was informed with the report obtained by police Inspector of the Ampara Police Head Quarters, through the letter of WC/ Tran/13-11/02 dated 01.04.2013 In such instances FR 104 reports will be submitted on time in future.
(ඇ)	Section 8.3.4 of the Public Enterprises Circular bearing No. PED / 12 dated 02nd June, 2003	The University had paid Rs. 256,439 for the provision of communication facilities to 12 officers out of this circular and settling bills.	For the purpose of communication facilities, provisions of Public Finance Circular No. 446 dated 01/09/2010 have been used. For this, the Board of Management of the University of Vocational Technology granted the approval on 22.02.2012. Accordingly, no additional payment has been made.

2.3	**In Subordinated transactions with adequate authority**	
(අ)	**Under the provisions of Section 01.02 (III) of the Ministry of Finance and Planning, the Trade and Investment Policy Circular No. 01/2013 dated 2nd August 2013, a vehicle that is appointed to a senior level salary scale, whether on a personal to the holder basis or on a super fund basis, Although it is specified that there is no entitlement to the license, 8 lecturers have been awarded licenses, who were on personal to the holder basis with effect from 2009.10.12. Action had not been taken to get back the government tax free allowance of Rs. 32,926,443 given by the government on concessionary motor vehicle permits granted in violation of those circular requirements.**	These licenses have been granted in accordance with the Trade and Investment Policy and clause 68 (2) of the University of Vocational Technology Act However, two letters were sent to the Department of Commerce and Investment Policy on 03.02.2015 and 08.06.2015 to clarify the validity of the vehicle license for these Senior Lecturers. These inquiries have not yet been answered. An audit was conducted by the Audit and Management Department of the General Treasury in July 2014 and a further inquiry was carried out by the Presidential Commission of Inquiry in August and September 2015. We have not received these reports. The inquiry made by the Presidential Commission of Inquiry into the inquiry made by the Department of Trade and Investment Policy in response to a question raised by the Minister said that these Senior Lecturers have the right to obtain vehicle permits. Attachment - 01
(ආ)	**Although the covering approval was not awarded by the Treasury for the amount of Rs. 7,144,313 which was paid as academic allowances from 2011 to 2013, no action has been taken to recover the amount from relevant officers.**	At the beginning of the year 2009, University had followed the recruitment procedure & salary scales of the University Grants Commission. These salaries and allowances contributed to the retention of the staff and proper implementation of the academic activities. According to the audit query No. JP / F / UVT / 01/13/30 dated 30.09.2014, the Treasury was requested covering approval on 25.08.2014 for the 25% academic allowance paid from 21.10.2009 to 31.12.2012 but was not granted. However, approval was granted for the payment of academic allowances with effect from 01.01.2013.

		Accordingly, as policy the Treasury recognizes the payment of academic allowances was justifiable, it is only a technical problem that not receiving cover approval for the academic allowance paid fro the period of 2009 to December 2012.
3.	**Financial Review**	
3.1	**Financial results**	
	The financial result was a surplus of Rs.25,155 as per the financial statements submitted as at 31 December 2014 and the surplus in excess of the previous year was Rs.3,123,062. Accordingly, the financial result of the year under review was Rs.3,097,907. The main reason for this surplus was the increase in travel and maintenance costs compared to the previous year.	
4.	**Operational review**	
4.1	**Performance** **The total number of students enrolled for two years in the University of Vocational Technology for the year 2010/2013 is 222. The number of students admitted in the year under review was 96 percent, or 43 percent of all.**	Of the 222 students who sat for the part-time (Saturday and Sunday) degree programs in 2010, 128 students sat for the final examination. 96 of them were awarded the degree with successful completion of all exams. Participants of these part-time courses are attending for lectures; while engaging in occupations. Therefore, there is a tendency to drop out. Compared to part-time courses in other Universities, the number of dropout is in an acceptable level. However, these students are interrupted by their coursework; To study and submit relevant recommendations; Department of Education and

		Training. Considering these recommendations, arrangements have been made to take corrective action to address the issue of intermittent intercourse.
4.2	**Management Inefficiencies**	
(අ)	**In the current year, five photocopiers and two fax machines have been purchased despite seven unused fax machines and six photocopiers.**	The existing machines have been distributed to the divisions of the organization and they have been used as required. In the year 2014, these equipment have been purchased by the other divisions of the institution according to necessity.
(ආ)	**For 5 tenders, Rs. Although purchasing goods had been purchased at a sum of Rs. 8,060,686 (Without Tex), the procurement had been made to the only institution that had responded.**	- These products, such as High End Computer & CD / DVD / BLUE - Ray Videos NAS Server, were listed in all three languages for bid submission and was 21-day bidding. Thereafter, the following three Institutions had purchased bidding documents to submit bids to provide 05 High End Computers. - Thakral one (PVT) Ltd. - BT Options - Softlogic Information Technologies (Pvt) Ltd. Out of them bid submission has done only by Softlogic Information Technologies (Pvt) Ltd. Also, following institutions purchased bid documents to submit bids for the CD / DVD / BLUE - Ray Videos NAS Server - Clutch Automation Private Limited - The Hifi Center (Pvt) Ltd. Hence, only by the Hifi Center (Pvt) Ltd. the bid was submitted.

		There are limited suppliers in Sri Lanka to sell the above goods. The Technical Assessment and Procurement Committees were of the view that bid has submitted only by the goods marketing agency that fits with our specification out of those limited suppliers. Supplies are limited because these products are not goods that are commonly marketed in the market. Against this backdrop, recalling for bids could be untenable. Due to the urgency of these products for the Institution's activities, purchase was done from the respective supplier.
4.3	**Operational Inefficiencies**	
	Cost Rs. 5,658,848 was spent on a (EMIS) Education Management Information System which was introduced to the University of Vocational and Technical Education in 2010 and had not been updated two modules out of three in the year under review.	This University was established in 2009 and the EMIS system was established in 2010 for the activities of this University. The module will be prepared on the basis of the future requirements of the university when this EMIS system is set up for the university, and with the advancement of the university, this module will be utilized in the future.
4.4	**Inactive and under-utilized assets**	
(අ)	**There were 68 items worth of total Rs. 1,444,540 & 364 furniture items without valve and were underutilization.**	Of the 364 items listed, 75 chairs have already been repaired and already used. Among the remaining items identified items that were repaired and Items recognized to be auctioned were auctioned on 29.12.2012.
(ආ)	**Although the CCTV was installed in the year 2012, Rs. It was observed that the 32-inch TV set purchased for Rs. 109,000 and the Assembled CPU were in stores without using.**	This TV set has been established at the office of the Director General to monitor the CCTV footage.

(ඈ)	**In 2009, the value of the furniture purchased for the Vice Chancellor was Rs. 288,271. These items were inactive in the year in question.**	This furniture has been directed to suitable places so that it can be used.
(ඈ)	**Rs. 4.7 million had been spent for the quarters of the University which remains without usage from May 2010.**	After the renovation of the official residence, it is presently used for the festivals and committee meetings held in the university. It is also used to accommodate visiting lecturers and local and foreign visitors. The house was used in several occasions to fulfill the above requirements, which would save money to pay for other external parties for accommodation facilities. It will also increase the use of this quarters with the expansion of the activities of the University after further expansion.
4.5	<u>**Shortcomings in the contract administration**</u>	
(අ)	**At the inquiries of the engineering estimates Rs. 2,128,779 for the renovation of the old hostel building, at the price of Rs. 2,209,203 presented by a private institution, the bidders had been offered bidders. The renovation work undertaken in August 2012 included revaluation of the old Hostel Roof at a cost of Rs.969,182 (without tax) by the same organization and it was observed that Rs.290,528 was repaid.**	The explanation for the technical explanations for this is given in the attachment number 02. However, a request was made from the Director General of Building Department to provide the services of a Chartered Civil Engineer to conduct an independent investigation. This report will be produce in due course.

(ඈ)	**The cost of the pantry cupboard, which was fixed at the quarters of the Director General, had been calculated based on the price of market and 2014 approved prices of BSR. Accordingly, excess, for item (02) It was observed that a sum of 853,093 had been paid for this job.**	The explanation for this matter is given in Annex 03. However, a request had been done from the Director General of Department of Building to obtain the services of a Chartered Civil Engineer to conduct an independent investigation. Report will be produce in due course.
4.6	**Formally Non Acquisition of Assets**	
	According to Section 69 (2) (a) of the University of Vocational Technology Act, the land of University premises had not been taken over to the university.	The land at the University of Vocational Technology has been properly acquired by to the University and dead is transferred.
	Accountability and good governance	
5.1	**Budget control** **According to the budget, the estimated cost of 3 items worth Rs. 1,500,000 / – had not been incurred for any expenditure. Moreover the actual expenditure over the estimated for 11items varied from 34% -82% and the increase of actual expenditure over the estimated for 7 items varied for 19% - 185%. Accordingly it was observed that the budget had not been used as a proper controlling tool in financial controlling.**	According to the budget estimates, the total estimated but not used expenditure is Rs. 1,550,000.00, but not Rs.1,500,000.00. The information is given below. Audits - Rs. 250,000 This amount was allocated for paying fees of annual auditing. However, after the year 2011, we have not received any bill yet.

		Machines and Plant - Rs. 450,000 This amount was allocated for the improvement of machines and plants, and the budget was left as such improvements were not needed in terms of machinery and plants. Other Assets - Rs. 850,000 This budget amount was allocated for the improvement of other assets, and such spending remained unchanged since such requirement did not arised. Details of the difference between the actual cost and the estimated cost are given below. Details are given in Annex 04.

T. A. Piyasiri

....
Dr. T. A. Piyasiri
Vice Chancellor