



# **PERFORMANCE REPORT**

2017

**DEPARTMENT OF NATIONAL PHYSICAL PLANNING**

**MINISTRY OF MEGAPOLIS & WESTERN DEVELOPMENT**

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## **Acknowledgement**

Town and Country Planning Department was established in 1947 under the Town and Country Planning Ordinance No. 13 of 1946. Since the necessity of a sustainable Development Process together with sectorial development that is linked with regional development arose, this department was then converted to National Physical Planning Department under the Town & Country Planning (Amendment) Act, No. 49 of 2000. First of all, I would like to offer my heartiest gratitude towards all of the staff who dedicated, accordingly, in the year 2017, in succeeding the intensions and goals of the department.

Further, I wish to offer my gratitude, on behalf of the staff of this department, for all the officers and staff of the Ministry of Mega polis and Western Development for their directions, guidance and heartiest collaboration that enabled the department to extend the meaningful service by the department. Likewise, I would also wish to offer the gratitude for all district secretaries, divisional secretaries, mayors, chairmen, commissioners and secretaries of provincial councils for their precious collaboration and duty wise dedication for planning functions of the department.

Last, but not least, I would like to thank all the public institutions, other respective institutions and personnel who contributed miscellaneous support in carrying out the functions of the department in the year 2017.

**Director General**

**National Physical Planning Department**

### **Mission**

“To formulate national physical policies, plans and strategies and to ensure and monitor the implementation of such national policies and plans through regional and local plans with the object of promoting and regulating integrated planning of economic, social, physical and environmental aspects of land and territorial waters of Sri Lanka.”

## 01. Director General's Message

Housing and Town Improvement Ordinance No 19 of 1915 was enforced with the objective of addressing issues of construction of dwellings in and around the settlements in Colombo, the capital city, during the British era. But, there had been certain constraints for the development of cities as a consequence of the harbor and railways which were not covered by the aforesaid act. As a remedial measure to address these constraints, Town and Country Planning Department was established under the "Town and Country Planning Ordinance No 13 of 1946. Thereinafter, for development schemes for implementation of settlement plans commenced in Island-wide connecting all the local governments.

Ignorance of development initiatives in the peripheral regions resulted in poverty, disparity in resource distribution and allocation, income disparity, as a consequence of messy developmental initiatives without proper planning and future vision, centralization of administration on Colombo and other main cities, and emergence of unrest and grievances from the majority of marginalized population who sustained upon the subsidies as they neither had lucrative livelihood nor basic facilities. This scenario felt the necessity of overall, sustainable development process together with sectorial and Regional development in Sri Lanka.

As a remedy the National Physical Planning Department was established in year 2000 under the amendments to the Town and Country Planning Ordinance No.13 of 1946 by the Amendment Act No.49 of 2000, aimed at formulating a National Physical Planning based upon a National Physical Planning Policy.

The Mission of the Department is "to formulate national physical policies, plans and strategies and to ensure and monitor the implementation of such national policies and plans through regional and local plans with the object of promoting and regulating integrated planning of economic, social, physical and environmental aspects of land and territorial waters of Sri Lanka."

Accordingly, the National Physical Planning Department possesses a renowned history of seven decades in formulation, implementation and updating the National, Provincial and Regional Physical Planning, formulation of planning for the development of sacred lands, architectural and engineering designs.

The National Physical Planning Department has played and has been paying a pivotal and immense role as a focal Public Establishment in Planning through optimizing the utility of scarce natural resources, ensuring environmental protection, planning for new towns with comprehensive infrastructure and urban facilities and establish them in a natural disaster resilient manner, recognizing applicable new urban indicators to Sri Lanka, identification of suitable industrial parks to Sri Lanka to absorb strategic economic development opportunities and thereby ensuring

Sustainable Economic Development, in collaboration with all the local government establishments, Island-wide.

This is a collaborative and collective effort by the main divisions such as National Physical Planning Division, Regional Physical Planning Division, Local Physical Planning Division, Research Division together other collaborative divisions – Administration, Engineering, Accounting, and Architecture divisions. The comprehensive reports on the performance of each aforesaid divisions has been depicted separately under each chapters hereunder, for the year 2017.

I am pleased to inform that this Department is dedicated to deliver a Planned, Sustained and Adored physical environment to the Nation.

Dr. Jagath Munasinghe,  
Director General  
National Physical Planning Department

## **2. Organizational Chart (Organogram)**

## **3. List of the staff of the Department from 01.01.2017 to 31.12.2017**

1. Director General – Dr. Jagath Munasinghe
2. Director (Regional Physical Planning), Mrs. Champa Amarasinghe up to 12.07.2017
3. Director Control – Mr. A.W.R. Wimalaweera up to 17.03.2017
4. Chief Internal Auditor – Mr. R.T.B.A.A. Rathnayake
5. Director - Engineering – Mr. C. Kularathna
6. Director (Architecture) – Mrs. H.D.C.P. Hettiarachchi
7. Accountant – Mrs. T.C. Pushpakumari - 27.03.2017
8. Chief Accountant – Mrs. R.P. Susantha - 12.09.2017
9. Chief Accountant – L.P. Chithranjan - from 07.09.2017
10. Assistant Director (Engineering) – Mr. K.Sumanadasa
11. Assistant Director (Architecture) – Mr. C.W.K.Bandaranayake
12. Assistant Director (Control) – Mr. E.R.S. Samarasinghe
13. Legal Officer – Mrs. W.H.S. Perera from 03.07.2017
14. Assistant Director (Architecture) – Mrs. A. Priyani from 21.08.2017

#### **04. Performance of the Administration Division**



The main role of the Administration division is to facilitate ancillary services required in achieving anticipated objectives that are expected to be reached through the mission of the department, in an efficient and productive manner.

In this context, the Administration Division is responsible for Human and Physical Resource Management, Establishment and Administrative functions, implementation of policy decisions, provision of ancillary services for all other divisions of the department and Staff Administration of sacred lands.

Control Division was administered under the direction of Director (Control) from 01.01.2017 to 17.03.2017. However, from 18.03.2017 to 31.12.2017, the division was managed under the supervision of the Director (Engineering), Additional Director General (P.A.) and Director General.

#### **4.1 Main Objective of the Control Division**

- ❖ Maintain a modest number of approved staff as so to achieve the objectives of the
- ❖ Formulation, obtaining approvals and implementation of procedures for recruitment and promotions
- ❖ Act as a focal point for capacity building, welfare and disciplines of the staff

#### **4.2 Day-to-day routing duties include,**

- ❖ Attend day-to-day functions of postal communication
- ❖ Inter divisional and intra divisional coordination
- ❖ Attend request from the general public
- ❖ Attend request from the staff
- ❖ Maintenance of records and update personal files of the staff
- ❖ Management of transport units
- ❖ Relevant functions of employee salaries, allowances, travelling allowances and all other payments

Moreover,

- ❖ Attend and coordinate issues arising from the Parliament, complaints of the human rights commission, responding for public petition committees and Audit Queries.
- ❖ Carry out Staff Performance Assessment
- ❖ Conduct Efficiency Bar Examinations
- ❖ Ensure the security of the department

- ❖ Attend maintenance related functions
- ❖ Preparation of Cabinet papers
- ❖ Administration of staff of sacred lands

As at 31.12.2017, Overall staff strength of the Department inclusive of staff of the sacred land was 387 where the staff exclusively deployed for sacred land was 103.

Serial No	Staff category	Title Name	Relevant service of the title	Salary scale	Apprd No
01	Senior Executive	Director General	Departmental	SL3/2016 Special	1
02	Senior Executive	Additional Director General Implementation 01 Planning 01	Departmental	SL3/2016 Special	2
03	Senior Executive	Director Administration -	Sri Lanka Administrative Service -I	SL 1/2016	1
04	Executive	Internal Auditor	Sri Lanka Accounting Service -III	SL 1/2016	0
05	Chief Internal Auditor	Chief Accountant	Sri Lanka Accounting Service -I	SL 1/2016	1
06	Executive	Director (Engineering	Sri Lanka Engineering Service -I	SL 1/2016	1
07	Executive	Director	Departmental	SL 1/2016 Class 1	4
08	Executive	Director	Sri Lanka Architecture Service -I	SL 1/2016 Class iii, ii	1
09	Executive	Deputy Director/ Assistant Director (Administration)	Sri Lanka Administrative Service -II/III	SL 1/2016 Class iii, ii	1
10	Executive	Internal Auditor	Sri Lanka Accounting Service -II	SL 1/2016	1
11	Executive	Accountant	Sri Lanka Accounting Service -II/III	SL 1/2016	1
12	Executive	Deputy Director / Assistant Director	Sri Lanka Engineering Service -II/III	SL 1/2016	3
13	Executive	Deputy Director / Assistant Director	Departmental	SL 1/2016 (Class ii &II)	30

		(Town Planning)			
14	Executive	Legal Officer	Departmental	SL 1/2016 (Class ii & II)	1
15	Executive	Administrative Officer	Public Management Assistant's Service Higher Grade	SL 1/2016	1
16	Tertiary	Senior Quantitative Surveyor	Sri Lanka Technical Service -Special	MN 7/2016A	1
17	Tertiary	Chief Overseer (Special Class)	Sri Lanka Technical Service -Special	MN 7/2016A	2
18	Tertiary	Planning Office Assistant	Sri Lanka Technical Service -Special	MN 7/2016A	3
19	Tertiary	Information and Communication Technical Officer	Sri Lanka Information and Communication Service -Special	MN 7/2016A	1
20	Tertiary	Development Assistant	Departmental	MN 6/2016A II/I	3
21	Secondary	Development Officer	Development Officer Service-III/III/I	MN 4/2016A	20
22	Secondary	Physical Planning Assistant - Town Planning	Departmental	MN 4/2016A	14
23	Secondary	Physical Planning Assistant - Architecture	Departmental	MN 4/2016A	1
24	Secondary	Planning Technician	Sri Lanka Technical Service -III/II/I	MN 3/2016A	21
25	Secondary	Overseer/Technical Officer	Sri Lanka Technical Service -III/II/I	MN 3/2016A	9
26	Secondary	Quantitative Surveying Assistant	Sri Lanka Technical Service -III/II/I	MN 3/2016A	7
27	Secondary	Public Administrative Assistant	Public Management Assistants Service-III/II/I	MN 2/2016A	34
28	Secondary	Geographical Information System Technician	Departmental	MT 2/2016A	6
29	Primary (Non-Technical)	Receptionist	Departmental -III/II/I	MN 7/2016A-	1

30	Primary (Non-Technical)	Planning – Printer	Departmental –III/II/I/Special	PL 1-2016A	2
31	Primary (Non-Technical)	Surveying Assistant	Departmental –III/II/I/ Special	PL 1-2016A	3
32	Primary (Non-Technical)	Planning in charge	Departmental –III/II/I/ Special	PL 1-2016A	1
33	Primary (Non-Technical)	Planning Updater	Departmental –III/II/I/	PL 1-2016A	1
34	Primary (Non-Technical)	Driver	Integrated Driver Service –III/II/I/ Special	PL 3-2016A	14
35	Primary (Non-Technical)	Office Assistant	Office Assistants Service –III/II/I/ Special	PL 1-2016A	17
36	Primary (Non-Technical)	Bungalow Keeper	Departmental -111/11/1/Special	PL 1-2016A	4
37	Primary (Non-Technical)	Watchman	Departmental -111/11/1/Special	PL 1-2016A	4
38	Primary (Non-Technical)	Overseer/Work Supervisor	Departmental	PL 3-2016A	5
39	Primary (Non-Technical)	Laborer	Departmental	PL 1-2016A	40
40	Primary (Non-Technical)	Watchman	Departmental	PL 1-2016A	4
41	Primary (Non-Technical)	Tourist Bungalow Assistant	Departmental	PL 1-2016A	5
42	Primary (Non-Technical)	Gardening Assistant	Departmental	PL 1-2016A	4
43	Primary (Non-Technical)	Sanitary Laborer	Departmental	PL 1-2016A	5
Total					284

In addition to this, staff exclusively approved for the sacred lands

44	Primary (Non-Technical)	Overseer (Work Supervisor)	Departmental	MT 2 -2006A	2
45	Primary (Non-Technical)	Overseer (Work Supervisor)	Departmental	PL 1 -2006A	7
46	Primary (Non-Technical)	Watchman	Departmental	PL 1 -2006A	10
47	Primary (Non-Technical)	Laborer	Departmental	PL 1 -2006A	84
Total					387

Source – Department source

### 4.3 Legal matters attended in 2017

- Taking measures to resolve issues relating to employees (particularly Sacred Land) and Sacred Lands of the department, connected with the Attorney General's Department.
- Taking measures to obtain valuation Reports, title reports, plans/sketch plans for the immovable properties (fixed assets) possessed by the department.
- Act as the Information officer of the Department and taking initiatives to provide pertinent information to staff of the Department and external citizens.
- Remedial measures to make amendments to the Town and Country Planning Ordinance 1946 relevant to the Department
- Contribution to carry out review issues on behalf of the Department.
- Formulation of Cabinet Memorandum

## 05. Performance of Regional Physical Planning Division

## **5.1 Purpose**

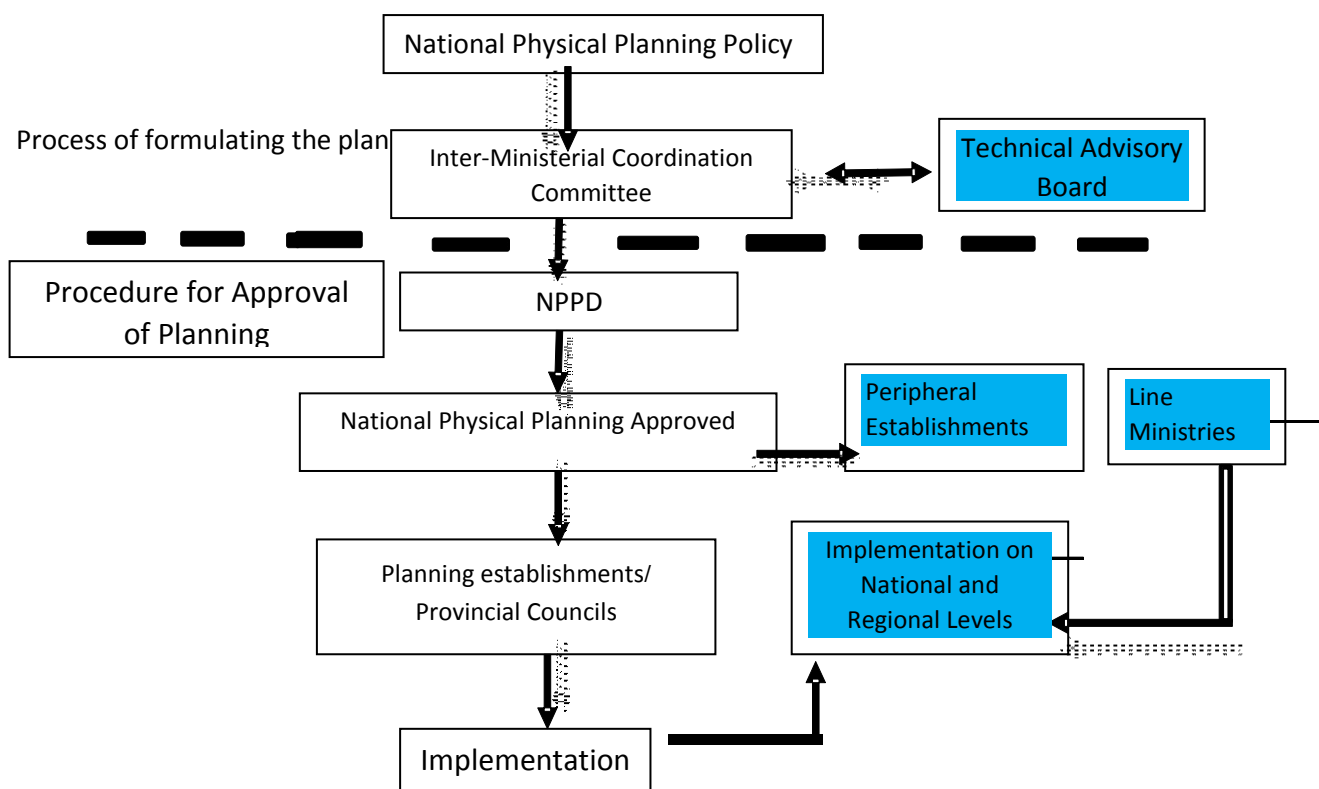
The Main Role of the Division is formulation of National Physical Planning, National Physical Planning Policy and Regional Physical Planning.

## **5.2 Staff**

In 2016, the position of Director of this division remained vacant, however, the duties of the division were also performed by the Director of Regional Physical Planning division. The role of the division was carried out by 09 Physical Planning Assistants.

## **5.3 National Physical Planning and policy formation**

The National Physical Planning Policy and the Plan are very crucial to strategically capitalize locally globally available economic development opportunities, coordination of physical development process nationally and internationally, mitigating existing social, economic and physical disparities, conserving and promoting natural environment network and environmentally high sensitive areas, and establishing ecofriendly environment with settlements, towns and other infrastructural facilities and forest in appropriate places, and enhancing the benefits of national economy by two, third folds.



**Diagram 02: Process of formulation of National Physical Planning**

## 5.4 Activities accomplished in 2017

### 5.4.1. National Physical Plan

#### 1. Updating the National Physical Plan

Collecting and analyzing data related to the updating of the National Physical Plan.

Obtaining views of stakeholders

Preparation of relevant models

Formulation of the draft bill of the Physical plan

#### 2. Maintenance of a Library for the purpose of the Department

### 5.4.2 Formulation of Regional Plans

- ❖ Regional plans are formulated by the Regional Planning Committee
- ❖ Regional Planning Committee is chaired by the Secretary of the Provincial Council.

- ❖ All chairmen of Urban Councils/pradeshiya (local Government) Sabha, Commissioner of Municipal Council within the Province are the members of Regional Planning Committee
- ❖ Further, certain officer in the public establishment are also included in this committee

The Physical Planning department is established particularly to extend its support to Provincial council through formation of Regional Plans for the respective provincial councils. Thus, the department extends following supports to the Provincial Councils;

- ✓ Providing technical support
- ✓ Provision of expertise service on any required discipline
- ✓ Supports on convene meetings, presentations and to obtain feedbacks and comments from the general public.
- ✓ Supports to collect relevant information from any relevant establishments
- ✓ Supports to formulate plans and presentations
- ✓ Supports to disburse funds required for implementation of plans

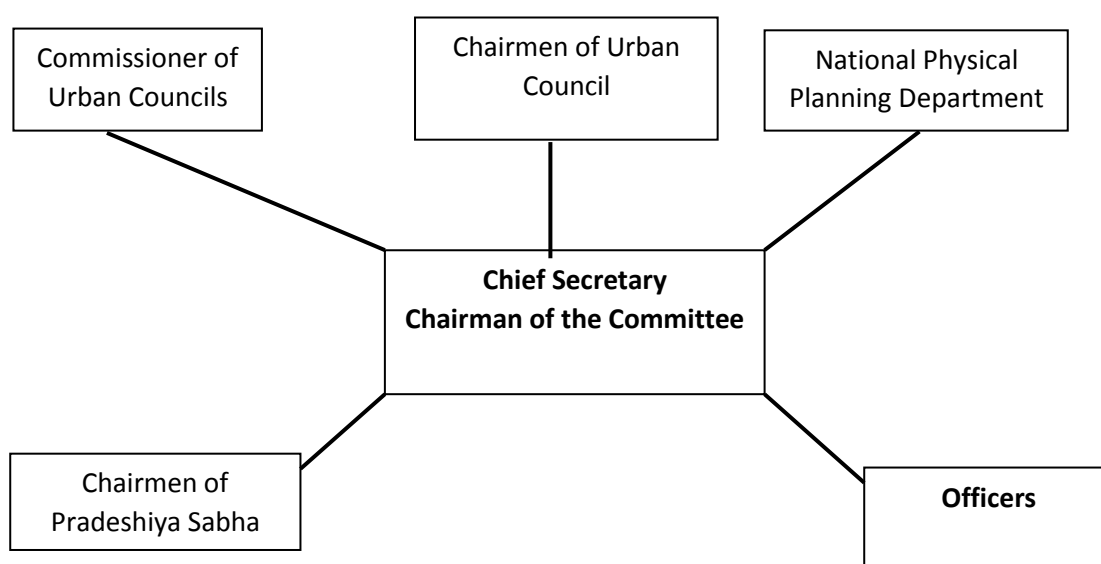


Diagram 03 : Regional Planning Committee



## **5.5 Activities completed in 2016**

Regional Physical Planning should comply with the National Physical Planning and Policy. Regional Development Plans were not formulated in 2017, as the National Physical Planning and Policy was being updated during the year.

## **6. Regional Physical Planning Division**

### **6.1 Role**

Regional Physical Planning Division accomplishes the task of extending support for Local Government Authorities in formulation of Plans for the cities that are recognized as regionally significant entities by the Regional Physical Plans and to provide technical support for sacred land developmental initiatives.

### **6.2 Staff**

Twelve (12) Development Assistants, Three (03) Development Officers, Four (04) Physical Planning Assistants and Two (02) Office Assistants are deployed directly under the supervision of Director of Regional Physical Planning.

### **6.3 Role of Regional Physical Planning Division**

- Formulation of Plan for small cities
- Implementation of such plans via projects such as “PuraNeguma”
- Formulation of plans for settlement for disaster affected communities
- Declaration of recognized areas “Sacred Urban Development Regions by Gazette notifications
- Formulation of Development plans for sacred Land.
- Implementation of relevant projects in sacred lands in Anuradhapura, Kataragama, Mahiyangana, Muthiyangana, Kandy, Kelaniya and Alu Viharaya.
- Providing observational reports and recommendations for land utilization patterns by Divisional Secretariats and other establishments
- Implementation of projects assigned by the Ministry, from time to time.

### **6.4 Objectives of formation of Small Cities**

- Provision of basic Urban facilities for the majority (70%) of Sri Lankan population
- Shifting investment exists in close proximity towards the rural entities
- Establishment of urban facilities in the close proximity for the communities that seek for facilities under messy urbanization
- Creation of “Super Rural-Urban System” that connect with “Small Megacities”
- Devoting “Super Rural-Urban System” that are significant in terms of Social, economic, cultural, archeological and environmental aspects to the general public
- Laying foundation for a “Super Rural-Urban System” enrich with all amenities, infrastructural facilities that are available in a smart megacity.

## 6.5 Activities accomplished in 2017

### 1. **Kegalle District**

- Construction of Dharma Shala (preaching hall) for the National Vesak Ceremony at Wattarama Sri Arihaththa Maliyadeva Viharaya and placing with landscaping around the premises.
- Formulation of the Master Plan for Dedigama Kotavehera and declaration the said premises as a Sacred Land by Gazette Notification.
- Submission of relevant recommendations to the Ministry of Buddhasasana to declare the Maampita Rajamaha Viharaya as a Sacred Land by Gazette Notification.
- Submission of relevant recommendations to the Ministry of Buddhasasana to declare the Kadigamuwa Rajamaha Viharaya as a Sacred Land by Gazette Notification.
- Submission of relevant recommendations to the Ministry of Buddhasasana to declare the Lenagala Rajamaha Viharaya as a Sacred Land by Gazette Notification.

### 2. **Rathnapura District**

Project was not implemented

### 3. **Polonnaruwa District**

- Construction project of Piriven building and Bikkhu's Residence at Dimbulagala Sacred Land (construction activities are ongoing)
- Construction of Arch (Vahalkada) for Dimbulagala Sacred Land (ongoing)
- Project to formulate Master Plan for eight (08) main schools under President's Programme titled "Pibidemu Polonnaruwa"
- Small City Development Programme - Preliminary activities for "Kalukele" Urban Development Project under "Pibidemu Polonnaruwa"
- Taking steps to declare "Buduruwayaya" and Kaduwawala Aaranya Senasanaya" situated in the district of Polonnaruwa, as Sacred Lands by Gazette Notification.
- Initiate relevant functions of 15 health projects of the "Pibidemu Polonnaruwa – Rajarata Novodaya Project"
- Functions of "Pulathisi Center" in Polonnaruwa

<b>Position</b>	<b>No of employees</b>
Bungalow Keeper	<b>01</b>
Tourist Bungalow Assistant	01
Assistant Bungalow Keeper	01
Gardner (labourer)	01
Sanitary Labourer	01
Labourer	04
Watchman	01

#### **4. Sacred Land Project - Seruwawila**

1. Update of layout for Seruwawila Sacred Land Scheme is being carried out (Ongoing)
2. Only one (01) employee had been deployed in service at Seruwawila Sacred Land Scheme until November 2017. Rest House and Tourist Guest House became defunct and required consumables, equipment, storage items for the project had not been provided. Two employees have been deployed in service in December 2017, to accomplish the duties of Assistant Bungalow Keeper and Sanitary Laborer.
3. Venerable Head Priest of the temple has taken steps to provide consumables for the functions of the Sacred Land Project.
4. Architecture Division has formulated a plan for construction of Dharmashala (Preaching Hall) of the Sacred Land and the construction activities are being carried out. Anticipated cost of construction of this project , funded by the donors/devotees, may approximately be Rs. 110 million.
5. Plans to be formulated for the construction of Bikkhu's Residence, building for Resting House, Office Building for future developmental initiatives of Seruwawila Sacred Land Development project,

#### **Staff details of the Seruwawila Sacred Land Development project,**

<b>Position</b>	<b>No of employees</b>
Assistant Bungalow Keeper	01
Sanitary Laborer	01

## **5. Sri Vidyananda Pirivena Development Project – Ampara**

1. Architecture Division has formulated plan for the Bikkhu's Residence at Sri Vidyananda Pirivena Development Project. Anticipated cost of construction may, approximately, be Rs. 300 million and necessary fundraising initiatives to be accomplished.

## **“Punchi Seegiriya” Development Project – Uhana, Ampara**

2. Formulation of Development Plan initiatives under “Punchi Seegiriya” Development Project, are in progress.

## **6. Galle District**

1. Sri Devol Viharaya - Seenigama - Hikkaduwa

Initiate relevant functions to obtain the Surveyor Plan to declare the Temple Premises as Sacred Land by Gazette Notification

- Create awareness to the Divisional Secretary (in writing and negotiation)
- Field observation at the Sacred Land

2. “Kalathududuwa Aaranya Senasanaya - Koggala

Create awareness to the relevant Divisional Secretary to resolve land issues

3. Thotagamuwa Ranpath Rajamaha Viharaya - Thelwatta

There are issues pertaining to the rights of the temple land. Series of negotiations were conducted with the relevant Divisional Secretary.

4. Consents to grant transfer orders for the lands that are being enjoyed, possessed by local government establishments in the district of Galle
  - a. Divisional Secretariat Division - Balapitiya
  - b. Divisional Secretariat Division - Hikkaduwa
5. Functions to declare Pitiwella Sri Jayawardanarama Temple in Galle as sacred land by Gazette Notification, are currently, in the terminal stage

## **7. Matara District**

1. Preliminary activities were carried out to form Devinuwara Sacred Land Committee
2. Carried out Observations on the developmental activities accomplished in the Sacred Land premises for “Esala Perehera” conducted at Getabaruwa Sacred Land

- Resolve the land issue which was prevalent in the Sacred Land. Relevant decision was updated to the Divisional Secretary, Kotapola (Discussion and by letters)
- 3. Participating at the Urban Development Committee Meeting at Devinuwa, Dikwella
  - Carry out field observations at Wevurukannala
  - Revised the Sacred Land Development Plan of Wevurukannala

## **8. Sacred Land Development Scheme - Mahiyangana**

1. Implementing Tree Planting Program at the Mahiyangana Rajamaha Vihara premises to commemorate His Excellency the President's second anniversary in presidency.
2. Establishment of Mahiyangana Sacred Land Planning Committee
  3. Participating for the Presidential Secretariat of Mahiyangana Sacred Land Maintenance activities, meetings conducted by Uva Provincial Council and Divisional Secretariat
4. Drafting a sketch plan in the ground floor for designing of landscaping at Mahiyangana Sacred Land
5. Planning for electric lamp posts for the electrification unit
6. Preparation of sketch layout at Mahiyangana Sacred Land
7. Designing building plans for the construction of Dhathu Mandira .
8. Special duties associated with cleaning the premises for the Esela Perehera ceremony and day-to-day maintenance Mahiyangana Sacred Land

## **Mahiyangana Tourist Bungalow**

1. December 2017 – Refurbishment of Mahiyangana New Tourist Guest House

## **Muthiyangana Rajamaha Viharaya**

Special duties associated with cleaning the premises for the Perehera seasonal ceremony and day-to-day maintenance of the ground floor of Muthiyangana Sacred Land

## **9. Monaragala District**

Publication of Gazette extraordinary of Democratic Socialist Republic of Sri Lanka No 2024/26 and dated 20<sup>th</sup> day of June 2017 to declare “Udaganawa Rajamaha Viharaya” as a sacred Land

## No of Employees

Position	No of Employees	Total Employees
Mahiyangana Sacred Land	01	
Overseer	16	
Laborer	02	
Watchman		
Mahiyangana Project Office		
Gardner (Laborer)	01	23
Laborer	03	
Mahiyangana Tourist Bungalow		05
Bungalow Keeper	01	
Gardner (Laborer)	02	
Laborer	02	
Muthiyangana Sacred Land	01	04
Overseer (Acting)	03	
Laborer		
Total		32

## 10. Kataragama Sacred Land

- Deploying employees and maintenance of the Kataragama Sacred Land (Attend day-to-day maintenance)
- Maintenance of Herbal Garden at Kataragama
- Formation of Sacred Land Committees in Kataragama (31.03.2017)
- “Esala Festival in Kataragama (From 4<sup>th</sup> to 6<sup>th</sup> of August 2017)

- Commencement of reservation of Kataragama Government Rest House for Pilgrims (04.06.2017)
- Accomplish day to day routine activities at Kataragama Government Rest House
- Kataragama Government Rest House was given to manage day to day routine activities, Minor maintenance related activities
- Procured equipment worth of Rs. 40,000/= and spent Rs. 20,000 for refurbishment of Kataragama Government Rest House

Following draft plan and rough estimation for Kataragama Sacred Land have been submitted to Southern Development Board (SDB)

- Draft plan and rough estimation to place iron fence around the Kataragama Sacred Land
- Estimation for tube well which shall be required for herbal garden
- Draft plan and rough estimation to establish public utilities and facilities
- Granting approval and providing associated facilities for installation of Solar Power Unit at the Kataragama Sacred Land (Upon the request of Ruhunu Maha Kataragama Dewalaya)
- Renovation of four (04) Air Conditioners installed in the air conditioned rooms in the Kataragama Tourist Guest House. (Rs. 16,000/=)
- Participating at Kataragama Regional Committee Meeting (21.01.2017 & 28.11.2017)
- Kataragama Town Planning – Participating at the meeting conducted on 17.11.2017 by Urban Development Board for the year 2017
- Conduct an Auction to dispose goods

### **Kataragama Sacred Area**

Position	No of employees
Overseer	-
laborer	30+1
Watchman	7



## Kataragama Tourist Guest House

Position	No of employees
Watchman	3
Bungalow Keeper	1
laborer	1

### 11.Kandy District

Maintenance of “Dalada Maligawa” (Place of Tooth Relic) and Premises at Pallekele International Buddhist Centre by deploying employees and engage in associated coordination.

(No of employees 24 - Overseers 02)

Accomplishment of special duties to clean the relevant premises for Esala Ceremony

Day-to-day garbage disposal, grazing, maintenance of seedlings, landscaping related functions at Kandy Sacred Land were carried out by staff that comprised with 24 members, attached to Physical Planning Department.

### 12. Matale District

- Deployment of employees to attend relevant coordination for maintenance of Sacred Land at Matale Aluvihare.
- Maintenance and carrying out the vehicle yard of the Department and drafting the Memorandum of Understand (MoU) and attend connected coordination activities to assign the same to the temple.
- Carry out Site visits and field observation on the land proposed for multi-purpose building at Sacred Land at Matale Aluvihare.
- Carry out field observation for the construction of proposed Arch (Vahalkada), Resting Space (Ambalama), lavatory Unit for Dambulla Sacred Land.
- Attend day-to-day cleaning activities, landscaping, grazing and special duties to clean the premises to suit for the Perahera season at Sacred Land at Matale Aluvihare.
- Carry out preliminary functions to form Sacred Land Committees.

No of employees Overseer 01, laborer 03

### 13. Colombo District

#### Methsith Arana Project

- Construction of Preaching Stage (Dhamma Mandapaya) and ground floor at Sri Sambuddhi Viharaya at Imbulakanda, Homagama
- Construction of Library and lodging rooms at Mundigala Aaranya Senasanaya – Avissawella
- Drafting building plan for the multi-purpose building at Gothami Viharaya, Borella
- Kotte Rajamaha Viharaya - Drafting building plan for multi-purpose building
- Drafting building plan for the “Sunday Religious School” at Pitipana Purana Viharaya

Two (02) employees are deployed in service at Rajamaha Viharaya, Kotte

Watchman	01
laborer	01

#### 14. Kelaniya Sacred Land

Total No of employees	07
Overseer (P.E)	01
laborer	05
Watchman	02

- Attending day-to-day cleaning and maintenance activities at Sacred Land
- Formulation of plan for Information Resource Center for the tourists

#### 15. Hambantota Tissamaharama

1. Preparation of estimate and sketch Plan for Preaching Hall (Dharma Shala) and Bikkhu’s Residence for Rangiri Viharaya – Ambalantota
2. Site observation and issuing Surveying Orders for Veggoda Rajamaha Viharaya Sacred Land - Tangalle
3. Site observation and issuing Surveying Orders for historical “Uddhatharama” Rajamaha Viharaya Sacred Land - Tissamaharamaya
4. Coordination of day-to-day activities at Tissamaharama Sacred Land
5. Conduct an Auction to dispose goods at Tissamaharamaya

6. Hathagala Rajamaha Viharaya being published by Gazette Notification as a Sacred Land

## **16. North-Western Province**

Activities accomplished in 2017

01. Relevant activities for the “Vesak” ceremony 2018 (Bingiriya Rajamaha Viharaya Sacred Land, Bingiriya)
02. Submission of field observation report on Sacred Lands
03. Actions to resolve issues relating to boundaries of Sacred Lands – Thaniwella Dewalaya , Madampe
04. Town Plan for Aarachchikattuwa (defunct due to non-availability of provisions)
05. Submission of reports with regard to lease of state lands possessed by Divisional Secretariat, Kalpitiya

## **17. Kalutara District**

Submission of building plans and estimates for construction of Bikkhu’s Residence of Kithsiri Mevan Rajamaha Viharaya, Pokunuwita.

## **18. Anuradhapura District**

### **Anuradhapura Sacred Area**

- Day-to-day garbage disposal, grazing, maintenance of seedlings, landscaping related functions at Anuradhapura Sacred Land premises were carried out by staff that comprised with 11 members, attached to Physical Planning Department.
- Landscaping at Maha Vihaya Land (laying interlock stones and planting grass)
- Special duties and other related activities during the season of Poson Ceremony
- Construction of 3 sanitary building units under the supervision of Physical Planning department
- Convening month Sacred Land Development Committee and implement decisions taken at the meetings
- Activities of Tourists Resorts

No of employees

<b>Position</b>	<b>No of employees</b>
Anuradhapura Sacred Land	
Development Officers	01
Overseer	04
laborer	09
Watchman	02
Anuradhapura Tourist Bungalow	01
Bungalow Keeper	01
Tourist Bungalow Assistant	
Total	18

### **“Lolugasweva” Project**

It is expected to implement the Lolugaswewa new township project to resettled at about 100 families who are currently residing in the city area of the Sacred Land of Anuradhapura which is enriched with plenty of antiques. A feasible study has been carried out in 2017 upon the Cabinet approval granted in 2016. Thereafter, this project was given approval by the Department of Planning and land clearance, construction of roads, water supply and electricity and estimation were carried out.

## **7. Performance of the Engineering Division**

### **7.1 Role –**

The main role of the division is accomplishment of engineering services that are required in planning and implementation of National plans, Zonal plans , Regional plans , Small Towns, Community town , Buildings and landscaping plans in an efficient manner.

### **7.2 Staff -**

Functions of the Engineering Division are carried out in three sub-divisions such as Engineering, overseeing, quantitative surveying under the direct supervision of Director of the Engineering Division. Under the Director of Engineering Division, there are two assistant engineers, two overseers, two quantitative surveyor, a development officer and two survey assistants are deployed in the service.

### **7.3 Day-to day routing activities.**

- Preparation of structural framework for buildings
- Provision of consultancy for constructions and contractual administrative functions
- Preparation of estimates
- Preparation of payment reports and vouchers.
- Land acquisition and transfer of state land unto provincial council establishments for land surveying and development activities.
- Carry out land utilization surveys and prepare reports for town planning
- Formulate suitable development plans, carry out field observations, land surveying, mapping, preparation of contour lines and establishing town plans, construction plans on the land that suit in development planning.
- Overall administration of construction sites with regard to building constructions, landscaping and maintenances.
- Overseeing, supervision, preparations of bills and vouchers, approve bills, reports on redemption of security deposits and submission of progress reports revenant to building constructions and landscaping.
- Preparation of estimates for maintenance of buildings possessed by the department and engage in maintenance activities

	<b>Activities accomplished in 2017</b>
01	Anuradhapura Sacred Land - Quantitative surveying together with estimates for the proposed renovation activities of existing office and tourist bungalow. For landscaping at Mahaviharaya. (Inter lock Paving work)
02	Physical Planning Department Building at "Sethsiripaya" - Quantitative surveying together with estimates for renovation of the office of National Physical Planning
03	Mahiyangana – Quantitative surveying together with estimates and implementation for renovation of Tourist Bungalow
04	Alawathugoda - Preparation of rough estimates for construction of wall around the Bodhiya in Saman Dewalaya.
05	Boralla Gothami Vidyalaya – Preparation of rough estimates for Dhana Shala, Bikkhu's Residence and multi-purpose building
06	Pokunuwita – prepare estimates for proposed Bikkhus residence. Having completed Structural designs and estimates, construction works are currently being monitored
07	Diyawanna Park - maintenance of bungalow of the department
08	Seruwawila Sacred Land - preparation of estimates for renovation of tourist bungalow and carry out surveying for the "Dharmashala" building
09	Anuradhapura "Mahamevuna Uyana" - Landscaping activities
10	Dimbulagala Rajamaha Viharaya – Preparation of building designs and structural designs
11	Kataragama - Inspection of the roof repairs of the tourist bungalow and renovation work of the Rest house.
12	Prepare Structural design for the Preaching hall at Wattarama Rajamaha Viharaya
13	Preparation of sketch estimates for the construction of the side wall of Aluthnuwara Sri Dedimunda Devalaya.
14	Structural designs for the Damma Shala of Seruwavila Raja Maha Viharaya
15	Structural designs for the residence of the Aranthalawa Buddhist Center.
16	Preparation of structural designs and estimates for sanitary buildings in sacred city of Anuradhapura.
17	Structural Designing & contractual administration - Methsith Arana Project, construction of library and meditations chambers at Mundigala Sri Sumanagiri Aaranya Senasanaya.

18	Structural Designing & contractual administration - Methsith Arana Project, construction of "Dhamma Mandira" building, Siri Sambuddhi Viharaya, Homagama,
19	Structural Designing & contractual administration - construction of multi-purpose building for "Sukhitha Puravara Project" Nalikaramaya, Sumanakeerthi Maha Pirivena, Naranwala
20	Structural Designing & contractual administration - construction of multi-purpose building for "Sukhitha Puravara Project" Nalikaramaya, Meewitigammana
21	contractual administration - Construction of quarters for Medical Officers , Four square Hospital
22	contractual administration - Construction of Primary Health Clinical Unit and other quarters, Four square Hospital
23	contractual administration - Construction of Primary Health Clinical Unit, Four square Hospital
24	contractual administration - construction of 3 storied quarter (for 30 medical officers) Medirigiriya Hospital, Polonnaruwa
25	contractual administration - Rehabilitation of Ayurvedic Hospital, Manampitiya
26	contractual administration - Construction of mortuary building - Bakamoona Hospita, Polonnaruwa,
27	contractual administration - Construction of three storied quarters for medical officers Hingurakgoda Hospital, Polonnaruwa
28	contractual administration -Construction of Dental Clinic, district Hospital, Hingurakgoda Hospital, Polonnaruwa
29	Contractual Administration - Construction of quarters for Medical Specialists, Welikanda Hospital
30	contractual administration - Construction of "Mother and child clinical Unit, Welikanda District Hospital
31	contractual administration - construction of building for Out- Patients Division (OPD) and Welikanda District Hospital
32	Land surveying functions
	Construction of building for Meevitigammana Nalikaramaya, planning for sacred lands
	Construction of building for Narammala Sumanakeerthi Maha Pirivena and planning for sacred lands

	Conversion of “Sri Sambodhi Viharaya” in to a sacred land
	Development of “Sri Sambodhirajaramaya” for a meditation chambers
	Surveying activities of Getabaruwa Temple premises and Kataragama sacred land
33	Estimation
	Devinuwara Rest House – Maintenance activities
	Construction of Bownseth Aaranya
	Kataragama Rest House – Maintenance activities
	Head office of Ramanna Chapter at Narahenpita
	Government Rest House at Panduwasnuwara, Chilaw



## 8. Architecture Division

### 8.1 Role

Architecture Division is operated by the Director of Architecture. Relevant Architectural designs for the projects undertaken by the Director (Architecture) and structural designs given by the Assistant Director (Architecture), Physical Planning Assistants and Engineering Division and layout plans produced by Regional and Provincial Planning Divisions are assigned to Planning Technicians by planning Office Assistants of the Architecture Division and thus the main role of the division is to drawing computer based sketch plans, site supervision and management, printing and safeguarding of formulated plans, preparation of plans and maintenance. Likewise, the division is responsible for storage, making copies, maintenance and safeguarding of such sketch plans formulated by the department.

- I. Formulation and submission of Architectural designs, plans and proposals for the projects directly received from the line ministry, Department of Buddhist Affairs and Ministry of Buddhasasana to the relevant clients and other establishments.
- II. Formulation of Architectural designs, Engineering structural designs, urban layout and sketch plans.
- III. Carry out better coordination with other divisions of National Physical Planning Department
- IV. Obtaining approvals from relevant institutions for Architectural Designs and Plans
- V. Site related field observation, site based discussions, conducting and participation for seminars, supervision of constructions, monitoring standards and maintenance
- VI. Active participation at the Technical Evaluation Committee (TEC)
- VII. Accomplishment of procurement activities and extend support for the same.

### 8.2 Staff

The staff is managed and supervised by the Director –Architecture Division. The division comprise of three (02) Deputy Directors/ Assistant Director, one (01) Physical Planning Assistants (architecture), three (03) planning office assistants and 21 planning technicians. Under the director supervision of the Director (Engineering), One Office Assistant and several Planning Technicians, as per service requirement, have been deployed under Planning Office Assistant to carry out Quantitative Surveying functions. The structural designs that are formulated by relevant Architects, Engineers and town planners are submitted to the Director of Architecture division, and then are handed over to Planning Office Assistants for formulation of Architectural Designs, Engineering Structural Designs and relevant layout.

The division has deployed a Planning assistant in-charge, a Planning Printing Technician, a Designs updater and an office assistant who are responsible for storage, archive, issuing of plans making copies, safeguarding of such plans formulated.

### 08.3 Layout Plans completed during 2017

	Project	Plan No
<b>Colombo District</b>	Imbulakanda Sri Sambuddhi Viharaya, Homagama – Preaching Stage	NPPD/ARCHI/2016/Western/Colombo/01
	Imbulakanda Sri Sambuddhi Viharaya, Homagama – Meditation Chamber	NPPD/ARCHI/2016/West/Colombo/01
	Nawagamuwa Paththini Dewalaya	NPPD/ARCHI/2016/Western/Colombo/05
	Borella Gothami Viharaya	NPPD/ARCHI/2016/Western/Colombo/06
	Mundigala Aaranya Senasanaya, Avissawella (Ladies Hostel & Library)	NPPD/ARCHI/2016/Western/Colombo/09
	Sarvodaya “Vipassana” Meditation Center	NPPD/ARCHI/2016/Western/Colombo/13
	Kotahera Sri Rajagala Viharaya	NPPD/ARCHI/2016/Western/Colombo/14
<b>Gampaha District</b>	Dhanashala and conference hall of Meevitigammana Nalikaramaya Viharaya – Attanagalla	NPPD/ARCHI/2016/Western/Gampaha/01
	Meditation center – Ma-bima Seewalee Viharaya Preaching Stage (Dhamma Mandapaya)	NPPD/ARCHI/2016/Western/Gampaha/05
	<u>Mahara Naranwala Sri Sumanakirthi Maha Pirivena</u> –Upgrading Dhana Shala, Conference hall and Shrine Room	NPPD/ARCHI/2016/Western/Gampaha/06
	<b>Upgrading the Shrine Room</b>	NPPD/ARCHI/2016/Western/Gampaha/06
<b>Kalutara</b>	Kithsiri Meven Rajamaha Viharaya – Pokunuwita, Sangawasa (Bikkhu’s Residence), Meditation chamber	NPPD/ARCHI/2016/Western/Kalutara/02

<b>District</b>	Horana-Olboduwa Sri Jayawardhanarama Viharaya	NPPD/ARCHI2016/Western/Kalutara/03
<b>Kandy District</b>	Construction of access road to the quarters of Head priest of Asgiriya Chapter	NPPD/ARCHI2016/Cetral/Kandy/03-02
	Store complex of secretariat of Asgiriya Maha Viharaya	NPPD/ARCHI2016/Cetral/Kandy/03-03
	Daham Pasla Building (Sunday School)	NPPD/ARCHI2016/Cetral/Kandy/03-04
	Physical Planning Unit – at the Palace of the Tooth Relic	NPPD/ARCHI2016/Cetral/Kandy/04
<b>Matara District</b>	Getabaruwa Rajamahaviharaya, Getabaruwa, Matara	NPPD/ARCHI/2016/South/Matara/01
	Kataragama Sacred Land	NPPD/ARCHI/2017/South/Hambantota/04
<b>Matale District</b>	Proposed multi-purpose building at Aluviharaya sacred land at Matale	NPPD/ARCHI/2017/Central/Matale/1
<b>Anuradhapura District</b>	Sanitary building at Anuradhapura Sacred Land (Ruwanweliseya)	NPPD/ARCHI/2016/North Central/Anuradhapura/01-1
	Sanitary building at Anuradhapura Sacred Land (Isurumuniya)	NPPD/ARCHI/2016/North Central/Anuradhapura/01-ii
	Sanitary building at Anuradhapura Sacred Land (Samadhi Statue)	NPPD/ARCHI/2016/North Central/Anuradhapura/01-iii
	Landscaping project at Anuradhapura Maha Viharaya	NPPD/ARCHI/2016/North Central/Anuradhapura/01-iv
	Construction of Physical Planning Department at the premises of Tourist Guest House , Anuradhapura	NPPD/ARCHI/2016/North Central/Anuradhapura/01-v
	Seemamalakaya & Lovamahapaya - Anuradhapura	NPPD/ARCHI/2016/North Central/Anuradhapura/01-vi
	New Town Project - Lolugasweva	NPPD/ARCHI/2016/North Central/Anuradhapura/03
<b>Polonnaru</b>	Rajamaha Piriven Viharaya and Lodge - Dumbulagala	D/AR/82-89/2016
	Arch (Vahalkada) - Dimbulagala	<b>D/AR/55/2015</b>
	Meditation chamber - Dimbulagala	

<b>Polonnaruwa District</b>	Lavatory/sanitary unit at Somawathie sacred land	
	Lavatory/sanitary unit at Parackrama Samudraya, Polonnaruwa	
	“Pibidemu Pololonnaruwa” Development Project	
	Eight (08) Schools – Polonnaruwa (Master Plan)	
	Muslim Central College, Kaduruwela, Thamankaduwa	
	Vijithapura Central College, Lankapura	<b>Planning activities are still ongoing</b>
	Vilayaya Central College- Aralaganwila	
	Manampitiya Tamil MV, Dimbulagala	
	Welikanda Maha Vidyalaya, Welikanda	
	Medirigiriya National School, Medirigiriya	
	Minneriya National School, Hingurakgoda	
	Mahasen Central College, Elahera	
	Polonnaruwa Pothgul Viharaya, Small Business Chambers	
	District Development Project, Arts Theaters	
	Hingurakgoda Hamasen Arts Theaters	
	Arts theater at Hingurakgoda Girithale School	
	Arts Theater at Dhawala Mandira - Polonnaruwa	
<b>Kurunegala District</b>	Landscaping plan for Sri Sasanalankara Maha Viharaya	NPPD/ARCHI/2016/North Western/Kurunegala/01
<b>Ampara District</b>	Ampara Vidyananda Maha Pirivena	NPPD/ARCHI/2016/Eastern/Ampara/01
	Arantalawa Buddhist Center – Lodge	NPPD/ARCHI/2016/Eastern/Ampara/02

<b>Batticaloa District</b>	Pulukunawa Raja Maha Viharaya – Lodge	NPPD/ARCHI2016/Eastern/Batticaloa/01
<b>Trincomalee District</b>	Seruwila Mangala Rajamaha Viharaya – Sanitary Building	NPPD/ARCHI2016/Eastern/Trincomalee/01-1
	Seruwila Sacred Land Development Scheme	NPPD/ARCHI2016/Eastern/Trincomalee/01-11
	Seruwila Rest House- National Physical Planning Department	NPPD/ARCHI2016/Eastern/Trincomalee/01-111
	Dhamma Shala (Preaching Hall)	NPPD/ARCHI2016/Eastern/Trincomalee/01-iv
<b>Badulla District</b>	Uva-Wellassa Sathpaththini Devalaya - Eethanawatta	NPPD/ARCHI2016/Uva/Badulla/01
	Historical Mahiyangana Rajamaha Viharaya	NPPD/ARCHI2016/Uva/Badulla/02
<b>Kegalle District</b>	Preaching Chamber of Raja Maha Viharaya - Wattarama	NPPD/ARCHI2016/Sabragamuwa/Kegalle/01
	Main access road and landscaping for beautification – Wattarama	
	Proposed vehicle park -Wattarama	
	Kotavehera Sacred Land Scheme - Dedigama	NPPD/ARCHI2016/Sabragamuwa/Kegalle/02
	Kegalle-Medagoda Siddha Pattini Dewalaya	NPPD/ARCHI2016/Sabragamuwa/Kegalle/03
	Aluthnuwara Dedimunda Dewalaya	NPPD/ARCHI2016/Sabragamuwa/Kegalle/04
<b>Rathnapura District</b>	Rathnapura Saman Dewalaya	NPPD/ARCHI2016/Sabragamuwa/Rathnapura /01
	Meditation Center - Sooriyakanda	NPPD/ARCHI2016/Sabragamuwa/Rathnapura /03

In addition to the above, the Department has contributed Architectural consultancy services for the activities listed hereunder;

- Provision of Architectural Observation Report for the building constructed for Regional Health Services under the project titled “Pibidemu Polonnaruwa”
- Participation at Tender Board Functions and Technical Evaluations , contributing Architectural Observations for the construction activities carried out by the Ministry.

## **09. Performance of the Accounts Division**

### **09.1 Objectives of the Accounts Division**

Implementation of effective and efficient Financial Management of the annual budgetary provisions for the department in compliance with accounts circular, financial regulations, establishment code and rules and regulation of other circulars.

### **09.2 Service**

1. Payment of salaries, wages and other remunerations for the staff of the department and the staff of the other projects
2. Preparation of monthly accounts summary with regard to the financial transactions occurred and submitting the same to the treasury
3. Preparation and submission of Annual Account
4. Procurement and storage of goods that are required by the department and other affiliated establishments
5. Asset Management
6. Submission of relevant documents to the Auditor General and attend audit queries
7. Granting loans and recovery under the “Advance – “B” Account.

### **09.3 Staff**

The aforementioned duties and activities accomplished by an accountant, nine (09) Management Assistants and two (02) Office Assistants who are deployed under the direct supervision of the Chief Accountant.

### **09.4. Activities accomplished by Accounts Division in 2017**

1. Payment of salaries, other statutory payments, wages and all other expenses for the staff of the department and other project offices. Salaries were processed before 18<sup>th</sup> day of the respective months and payment has been made in pursuant to the circulars.
2. Preparation of relevant monthly summary for the financial transactions incurred and submit them to treasury before the prescribed date.
3. Preparation and submission of Annual Accounts: - Appropriation account has been prepared and submitted before 31<sup>st</sup> of March 2017. This account has to be submitted prior to 30<sup>th</sup> of April as per the Financial Regulations of Advance B Account.
4. Procurement activities, purchasing, maintenance of storage of goods and equipment required for the department and associated establishments that are under the Department.
5. Asset Management – completion of valuation of assets (Except from land and buildings) of the head office and project offices.

6. Duly complete the survey on goods and sell them at auctions of the goods of the Head Office, Tourist Bungalows and Project Offices
7. Submission of document to the Auditor General for Auditing: Answers and clarifications for the Audit Queries raised from Auditor General prior to the prescribed date.
8. Grant and recovery of loans under the Advance "B" Account

Relevant positions and total no of employees of the Accounts Division – 2017

Position	No of employees
Sri Lanka Accountancy Service	02
Development Officer	01
Public Administrative Service	11
Office Aide	01

## 1. Expenditure on salaries and other provisions

	Estimate in year 2017 (Rs.)	Transfer of FR 66/69 (Rs.)	Supplementary Estimate (Rs.)	Total provisions (Rs.)
<b>Individual salaries</b>	<b>133,000,000</b>	<b>5,900,000 (5,900,000)</b>	<b>1,000,000</b>	<b>134,000,000</b>



## 2 . Expenditure against other recurrent expenditure and other connected items -2017

Expenditure Item	Estimate in year 2017 (Rs.)	Transfer of FR 66/69 (Rs.)	Supplementary Estimate (Rs.)	Total provisions (Rs.)	Total Expenditure (Rs.)
Other recurrent expenditure	46,207,000	273,100 (273,100)	800,000	47,007,000	44,502,901

## 3. Revenue Report of the Year 2017

Description	Original Estimate (Rs. Million)	Revised Estimate (Rs. Million)	Revenue of 2016 (Rs. Million)
2002-01-01	2.0	-	2.3
2002-02-99	1.2	-	1.4
2003-99-00	1.0	-	0.2

## 4. Expenditure against the provision of each capital expenditure item -2017

Expenditure Item	Estimate in year 2016	Transfer of FR 66/69 (Rs.)	Supplementary Estimate	Total provision	Total Expenditure
311-1-1-0-2001	500,000		-	500,000	472,221
311-1-1-0-2002	200,000		-	200,000	138,445
311-1-1-0-2003	1,000,000	367,680	-	1,367,680	1,367,680

311-1-1-0-2102	1,000,000		-	1,000,000	999,512
311-1-1-0-2103	1,000,000	(367,680)	-	632,320	522,615
311-1-1-0-2401	700,000		-	700,000	682,100
311-1-1-0-2506	7,000,000		-	7,000,000	6,880,666
311-1-2-0-2506	200,000,000		-	200,000,000	5,000,000

## 5. Limit of the Advance Account of the Public Officers & Actual figures - 2017

Subject No - 311011

	Ceiling	Actual Value
Maximum Debit Limit	12,000,000	11,434,652
Minimum credit limit	8,000,000	8,752,414
Maximum Debit Balance Limit	50,000,000.00	34,643,201

**Source - Departmental Source**

## 10. Performance of the Internal Audit Division

This division is operated under the direct supervision of Chief Internal Auditor

### 10.1 Staff - 2017

Position	No of employees
Public Management Assistant	01

### 10.2 Objectives

Carrying out a continuous survey and independent evaluation of the internal control system of the Department of Monetary Affairs and to ensure the correctness and adequacy of the internal surveillance used to prevent and detect erroneous and fraudulent functions.

### 10.3 Internal Audit Activities

- ✓ Investigate the effectiveness of the internal surveillance and control system in place in the department to prevent errors and fraud.
- ✓ Investigate whether information is available to determine the reliability of accounts and other reports.
- ✓ Assess the quality of performance of the staff in carrying out the responsibilities entrusted to the staff.
- ✓ Monitor how best the assets of the department are protected from all forms of damages.
- ✓ Inquire whether the Establishment Code of the Government, Financial Regulations and the Supplementary Instructions imposed by the Line Ministry of Public Administration and the Treasury from time to time are duly followed by the staff
- ✓ Examine the effectiveness of the internal control system to prevent wastage, impartial capacity and excessive expenses.

- ✓ Monitoring the existing accounting procedures of the department and its operations, which leads to any financial expenses, and how to duly manage the property and assets of the department in an efficient and economical manner.

#### **10.4 Activities accomplished during the year 2017**

- In 2017, Department has produced 10 different Audit Observation Reports on the observations of the Audit Operations carried out in different divisions and fields of the Department
- Department has conducted all Audit and Management Committee Meetings scheduled for the year 2017
- Attended and coordinated on Audit Queries and Four (04) Audit Reports made by Auditor General in 2017