



Ministry of Sports and Youth Affairs

2022

Annual Performance Report

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Ministry of Sports and Youth Affairs

Chapter 01

Institutional Profile/Summary of Implementation

Ministry of Sports and Youth Affairs

1.1 Introduction

The functions of the Ministry of Sports and Youth are performed in comply with the Government Policy Statement for creating a vibrant generation for paving the way for an energetic youth community with esteemed personality and a dynamic, healthy and a disciplined society, centred on the youth community and sports as per the Constitution of the Democratic, Socialist Republic of Sri Lanka. The name of the Ministry as that of Youth and Sports was revised by way of the Gazette Extraordinary No. 2289/43 dated 22nd July 2022 as the Ministry of Sports and Youth Affairs.

1.2 Vision and Mission

Vision

‘A Sustainable Developed Sri Lanka Through an Energetic Youth’

Mission

Creating a youth community that actively contributes to the national economy and Contributing towards buiding a unified and a prosperous country through a disciplined society that is interested in sports.

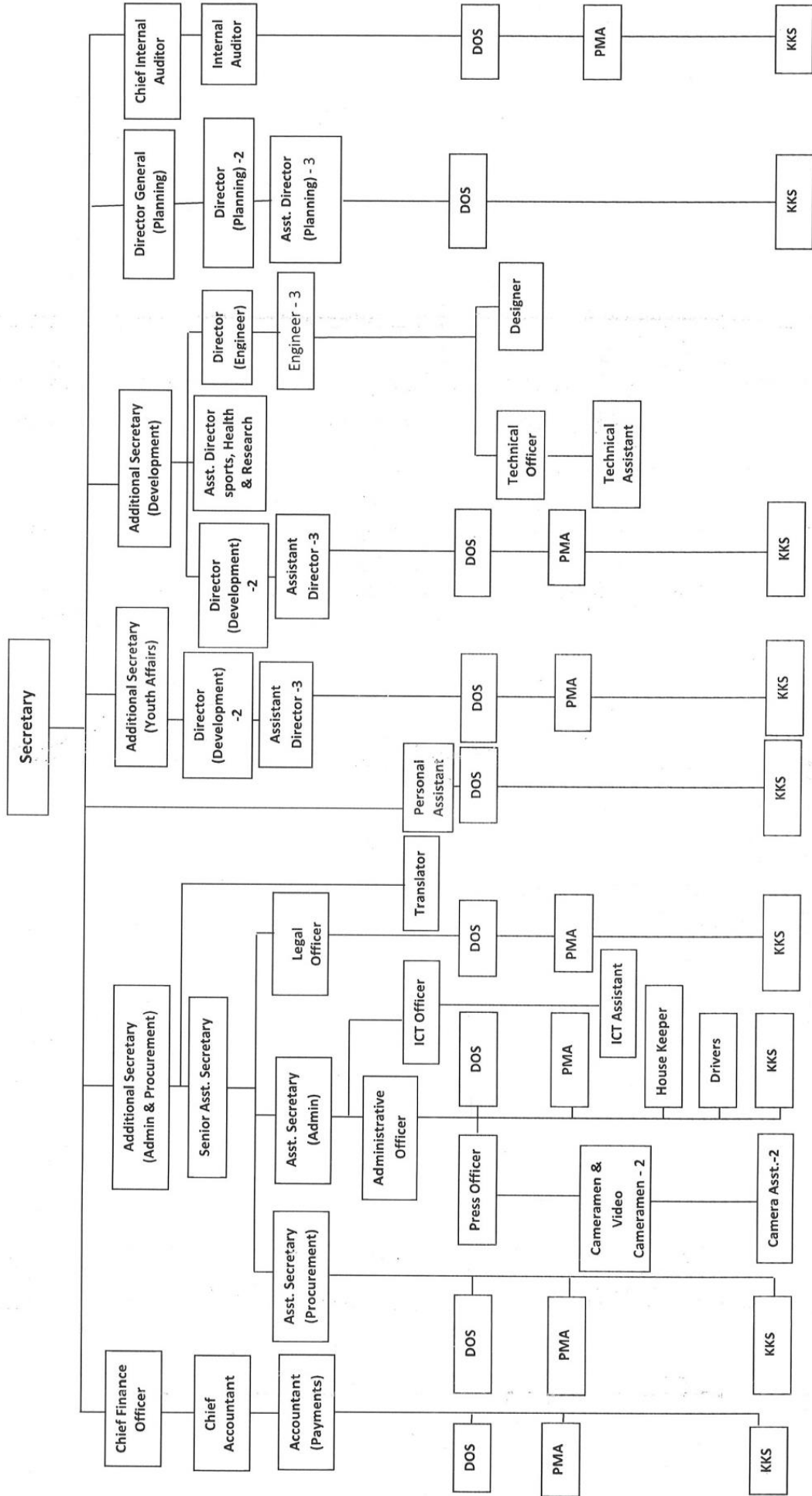
1.3 Main Functions

- Planning, implementation, follow up and assessment of the policies, programmes and projects relevant to the subjects of the departments, statutory institutions and body corporates belonging to the sports and youth affairs based on the national policies implemented by the Government.
- Providing public services that come under the purview of the Ministry in an efficient and people friendly manner.
- Reforming all the procedures and manners by the implementation of modern management methods and technology in a manner that assures the performance of the functions of the Ministry by avoiding waste and corruption.
- Taking necessary steps to encourage the sports affairs of Sri Lanka.
- Promote and provide the necessary enforcements required to fulfill the expected objectives in the sports field.
- Promote sports education, training and research.

- Planning new strategies and implement programmes to use sports for building the image of Sri Lanka internationally.
- Expand the opportunities for the sportsmen and women for participating in international events.
- Promote and coordinate the facilities required to provide physical wellness of the public.
- Promote sports medical facilities and take action to prevent doping in sports.
- Develop and manage sports complexes.
- Develop sports societies and promote sports tournaments.
- Planning and implementing attitude development programmes that target a national programme that fulfills the ambitions of the youth.
- Implement international coordination programmes centred on the youth generation.
- Implement skill development programmes centred on the unemployed youths.
- Regulation and development of youth societies.
- Planning for special programmes targeting the youth community that enables the recognition of youth skills, talents and creative capacity and that enables the development of their ambitions.
- Initiate for a youth human resources bank that matches with the national and international job opportunities.
- Take steps to create youth entrepreneurs and the introduction and implementation of procedures to provide for new opportunities and incentives for them.
- All the other matters relevant to the other subjects assigned with the institutions that are affiliated to the Ministry.
- Supervision of all the institutions affiliated to the Ministry.

1.4 Organization Chart

Ministry of Sports & Youth Affairs



1.5 Departments under the Ministry

1. Department of Sports Development

1.6 Institutions under the Ministry

1. National Youth Services Council
2. National Youth Corps
3. Small Business Development Division
4. National Center for Leadership Development
5. Infrastructure Development Division
6. Sugathadasa National Sports Complex Authority
7. National Institute of Sports Science
8. Institute of Sports Medicine
9. Sri Lanka Anti Doping Agency

Chapter 02

Progress and Future Vision

2.1 Progress

2.1.1. Significant Achievements

- At the Commonwealth Games tournament held for the 22nd time in Birmingham, England, Sri Lankan sportsmen and sportswomen were able to win four medals including 03 bronze medals and one silver medal for the country.

In the Commonwealth Games tournament, the Para Athlete, Corporal Palitha Bandara of Sri Lanka Army National Guard (SLNG) won the Silver medal in the Discus Throw event under F42-44/61-64 category, recording a distance of 44.20 meters and Corporal Y.D.I Kumara of the Sri Lanka Army General Service Corps won the Bronze Medal in the 55 kg weight lifting category, weighing a total of 225 kgs in 105 kgs under the snatch method and weighing 120 kgs under the click and jerk method.

And Yupun Abeykoon won the bronze medal in the final of the men's 100 meters event at the 2022 Commonwealth Games, recording a running time of 10.14 seconds and Nethmi Ahinsa Fernando won the Bronze medal in the women's 57kg freestyle wrestling event at the Commonwealth Games.



H.G. Palitha Bandara



Y.D.I. Kumara



Yupun Abeykoon



Nethmi Ahinsa

- The Sri Lankan cricket team was able to win the 15th Asian Trophy tournament that was held in Dubai and Sajha.



Sri Lanka Cricket Team

- The Asian Netball Tournament was held in Singapore with the participation of 11 countries and the Sri Lankan Netball team won the tournament by defeating the host Singapore team scoring 63-53.



Sri Lankan Netball Team

- The Sri Lankan badminton team has been able to win 04 silver medals and 08 bronze medals at the South Asia Regional Junior Badminton Tournament .



Sri Lankan Badminton Team

- Conducting the “4 Nation International Foot ball Tournament” in collaboration with the Sri Lanka Football Federation and the Ministry of Sports and Youth Affairs.
- Awarding scholarships to the sportsmen and sportswomen who had applied for 20 full time scholarships for higher educational opportunities.
- **SLTC Programme**
The Degree in Applied Information Technology (BAIT) at the SLTC Research University of the Sri Lanka Technical University was commenced through the computer laboratories of the National Youth Corps and the National Youth Services Council.
- Youth Agri Associations – It is expected to establish Youth Agri Societies in all the 25 districts with the objective of providing solutions based on agricultural entrepreneurship in order to uphold the living conditions of the unemployed youth after developing their livelihoods. Through this programme, technical, consultation and financial assistance based on new technology required for empowering the agri-entrepreneurs will be given to them. At present 31 Youth Agri Societies have been established in the 25 districts (including the 07 Associations in the Polonnaruwa district) and the final steps have been followed in registering such Associations.

2.1.2. Challenges to the Financial and Physical Progress

- Issues in the construction industry due to the continuous increase in prices and and scarcity of goods and services.
- Construction contracts – Consultation institution issues.
- Issues faced by the entrepreneurs due to the increase in production cost and transport expenses.
- Limitations on raw materials and technical instruments faced by the entrepreneurs due to the import restrictions.
- Difficulties faced by the sportsmen and sportswomen due to the price escalations and scarcity of sports items and goods
- Restrictions in the implementation of pre plans due to the budgetary restrictions.

2.1.3. Progress of the Development Projects

Serial Number	Name of the Programme	Amount Allocated (Rs. Mn.)	Revised Budgetary Estimate (Rs.Mn.)	Financial Progress as at 31.12.2022 (Rs.Mn.)	Financial Progress as at 31.12.2022 %	Physical Progress %
01 02	194-2-4-1-2506 Sports Infrastructure 194-2-4-1-2509 Sports Infrastructure	100.5	40.5	19.8	49.5%	51%
03	194-2-4-19-2509 Development of Sports Infrastructure	102	-	25.1	-	*
04	194-2-4-12-2401 Capacity Development Programme for the Trainers	1	-	-	-	*
05	194-2-4-8-2104 Diyagama Mahinda Rajapaksha Sports Academy	100	50	26.05	52.1%	80%
06	194-2-4-18-2104 Sports Museum	0.5	0.5	-	-	*

★

- Programmes implemented for training Sports coaches and sports officers – Steps were taken to identify the Sports coaches and sports officers who required training and though the training programme was planned after identifying the fields for which they required training, the said programme was suspended due to the instructions of the Budgetary Circular issued on the public expenditure management.
- The floor of the Gampaha Sports complex that belong to the Sports Development Department, was developed by laying wood flooring. Though provisions were allocated for the Sri Lanka Kabadi Federation in relation to providing facilities for the establishment of its national pools, it has been unable to complete the relevant tasks due to the disturbing conditions in the country.
- The preliminary plans in respect of the project on the construction of an archery court in the land situated in the Kirimandala Mawatha, Narahenpita that belongs to the Sri Lanka Land Development Authority was conducted in collaboration with the Sri Lanka Archery Society and the said project had to be suspended due to a practical issue in the allocation of the relevant land and as per the instructions on the management of funds.

2.2. Future Targets (2022 -2026)

- Reduce youth unemployment through an integrated approach.
- Increase the contribution of the sports economy to the Gross Domestic Production.
- Increase the participation of international sports events by 25% and the number of Olympic and the Commonwealth medals by 20 medals.
- Channel every citizen to a physical activity or a sport, in order to create a healthy society.

Signed Illegibly

Signature of the Head of the Institute



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Chapter 03

Financial Statements as at 31.12.2021

3.1. Statement on Financial Performance

ACA -F

Statement of Financial Performance for the period ended 31st December 2022

Budget 2022		Note	Actual	
Rs.			2022 Rs.	2021 Rs.
-	Revenue Receipts		-	-
-	Income Tax	1	-	-
-	Taxes on Domestic Goods & Services	2	-	-
-	Taxes on International Trade	3	-	-
-	Non Tax Revenue & Others	4	-	-
-	Total Revenue Receipts (A)		-	-
-	Non Revenue Receipts		-	-
-	Treasury Imprests		1,227,390,000	1,392,141,000
-	Deposits		31,943,102	7,584,476
-	Advance Accounts		39,917,795	26,025,477
-	Other Main Ledger Receipts		-	-
-	Total Non Revenue Receipts (B)		1,299,250,897	1,425,750,954
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		1,299,250,897	1,425,750,954
-	Remittance to the Treasury (D)		-	-
-	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)		1,299,250,897	1,425,750,954
-	Less: Expenditure		-	-
-	Recurrent Expenditure		-	-
1,008,383,991	Wages, Salaries & Other Employment Benefits	5	917,206,869	741,405,153
442,695,009	Other Goods & Services	6	300,350,842	155,474,845
2,686,500,000	Subsidies, Grants and Transfers	7	2,096,827,318	2,024,172,200
-	Interest Payments	8	-	-
610,000	Other Recurrent Expenditure	9	386,057	235,658
4,138,189,000	Total Recurrent Expenditure (F)		3,314,771,086	2,921,287,856
-	Capital Expenditure		-	-
125,085,000	Rehabilitation & Improvement of Capital Assets	10	102,608,518	34,414,083
287,200,000	Acquisition of Capital Assets	11	164,207,094	231,793,177
508,500,000	Capital Transfers	12	216,715,145	850,312,537
-	Acquisition of Financial Assets	13	-	-
13,010,000	Capacity Building	14	12,903,219	4,727,958
768,600,000	Other Capital Expenditure	15	295,033,229	624,087,467
1,702,395,000	Total Capital Expenditure (G)		791,467,205	1,745,335,221
-	Deposit Payments		69,112,844	20,357,225
-	Advance Payments		67,550,362	28,936,737
-	Other Main Ledger Payments		-	-
-	Total Main Ledger Expenditure (H)		136,663,206	49,293,961
-	Total Expenditure I = (F+G+H)		4,242,901,497	4,715,917,038
5,840,584,000	Balance as at 31st December J = (E-I)		(2,943,650,600)	(3,290,166,085)
-	Balance as per the Imprest Reconciliation Statement		(2,943,650,600)	(3,290,166,085)
-	Imprest Balance as at 31st December		-	-
-			(2,943,650,600)	(3,290,166,085)

3.2. Statement on Financial Position

ACA-P

Statement of Financial Position As at 31st December 2022

		Actual	
	Note	2022	2021
		Rs	Rs
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	2,927,699,640	2,092,071,374
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	150,931,172	81,247,743
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		3,078,630,812	2,173,319,117
<u>Net Assets / Equity</u>			
Net Worth to Treasury		32,385,842	(30,101,242)
Property, Plant & Equipment Reserve		2,927,699,640	2,092,071,374
Rent and Work Advance Reserve	ACA-5(b)	42,050,862	
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	76,494,468	111,348,985
Unsettled Imprest Balance	ACA-3	-	-
Total Liabilities		3,078,630,812	2,173,319,117

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from ...1..... to...105... and Annexures to accounts presented in pages from106. to ...128..... form an integral part of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out.

Chief Accounting Officer

Name :

Designation :

Date : 2023/02/24

Accounting Officer

Name :

Designation :

Date :

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

Name :

Date : 2023/02/24

K. Mahesan

Secretary

Ministry of Sports and Youth Affairs
No.09, Philip Gunawardhana Mawatha,
Colombo 07

S.N. Hapuarachchi

Chief Accountant

Ministry of Youth and Sports
No. 09, Philip Gunawardana Mawatha
Colombo 07

3.3. Statement of Cash Flow

ACA-C

Statement of Cash Flows for the Period ended 31st December 2022

	Actual	
	2022 Rs.	2021 Rs.
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	154,963,403	53,926,281
Imprest Received	1,227,390,000	1,392,141,000
Recoveries from Advance	60,710,799	26,346,677
Deposit Received	30,894,183	7,472,366
Total Cash generated from Operations (A)	1,473,958,386	1,479,886,325
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	1,174,988,753	877,370,491
Subsidies & Transfer Payments	31,570,018	179,213,058
Expenditure incurred on behalf of Other Heads	(177,740,254)	17,851,521
Imprest Settlement to Treasury	-	-
Advance Payments	72,112,709	30,375,173
Deposit Payments	68,124,657	20,357,225
Total Cash disbursed for Operations (B)	1,169,055,883	1,125,167,467
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	304,902,503	354,718,858
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
Less - Cash disbursed for:		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	304,902,503	354,718,858
Total Cash disbursed for Investing Activities (E)	304,902,503	354,718,858
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	(304,902,503)	(354,718,858)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	(0)	-
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) + (J)	(0)	-
Opening Cash Balance as at 01 st January	-	-
Closing Cash Balance as at 31 st December	-	-

3.4 Notes on Financial Statements

3.5 Performance on Income Accumulation

(Rs.,000)

Income Code	Description of Income Code	Income Estimate		Accumulated Income	
		Original Estimate	Final Estimate	Amount	% of the Final Income Estimate
20020101	House rents	300	300	595.906	198%
2002.02.99		3,000	3,000	3198.431	106.6%
2003.02.99		75	50	384	768%
200303.02		5	-	-	-
2003.99.00		3,300	90,000	111764	124%
2004.01.00		-	-	34902	-
2006.02.01		-	-	4112	-

3.6 Performance on the utilization of allocated provisions

(Rs.,000)

Provision type	Allocated provisions		Actual expenditure	Utilized provisions as a % of the finalized provision
	Original provision	Final provision		
Recurrent	3,952,500	4,138,189	3,314,771	80.12%
Capital	1,392,000	1,702,395	7,914,67	46.49%

3.7 In terms of FR 208

The provisions granted to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

Ministry/ Department that received the provisions	Provision objective	Provision		Actual Provision (Rs.)	Provision utilized as % of the finalized provision of the final provision
		Original Provision (Rs.)	Final Provision (Rs.)		
Ministry of Home affairs, Provincial Council and Local Authorities	To Pay Salaries 1001	8,408,080.00	8,408,080.00	10,195,552.53	
Pensions	Settlement of Loans and Surcharges	3091862.42	3091862.42	3056862.42	
Ministry of Home affairs, Provincial Council and Local Authorities	1003			5,420,386.63	

3.8 Performance on Reporting Non-financial Assets

Non Assets	Code Description	Balance as per Board of Survey Report as at 31.12.2022	Balance per financial Position Report as at 31.12.2022 (Rs.)	To be accounted	Reporting the Progress as a %
9151	Building and structures	805,242,774.69	805,242,774.69	-	-
9152	Machinery	937,676,441.62	937,676,441.62	-	-
9153	Lands	300.00	300.00	-	-
9154	Intangible Assets	476,120.00	476,120.00	-	-
9155	Biological Assests	-0	-	-	-
9160	Work in Progress	1,184,304,004.04	1,184,304,004.04	-	-
9180	Leased assets			-	-

3.9 Report of the Auditor-General

Chapter 04

Performance Indicators

4.1. Performance Indicators of the Institute

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Successfully completed Sports Infrastructure Development ¹	-	-	34.1%
Preparing the Ministerial Strategic Plan	-	-	50%
Preparing the Strategic Plan of the Institutions Affiliated to the Ministry			40%

¹ The projects/ programmes identified as per the issued instructions of the Budgetary Circulars on public expenditure management have been suspended.

Chapter 05

Performance of the achieving Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Development Goals.

Goals/ Objectives	Target	Achievement Indicator	Progress of Achievements		
			0% - 49%	50% - 74%	75%-100%
03. Ensuring healthy lives and promoting the welfare of all persons in every age	Reduce the number of the premature deaths due to non-commutable diseases by the year 2030 by one third either by treatment or preventive measures and promote mental health and wellbeing.	Successfully completed Sports Promotion Programmes (Sports Week)	-	70%	-
04. Ensure a complete, fair and quality education and providing educational opportunities to all for their lifetimes.	4.4. Increasing a significant number of youth and elders who are competent with requisite technical and professional qualifications to suit suitable employment and entrepreneurship by the year 2030.	Number of youths and elders who are competent with requisite technical and professional qualifications to suit suitable employment and entrepreneurship (from the annual number)	-	100%	-

5.2 Describe the achievements and challenges in fulfilling the sustainable development goals.

Chapter 6

Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies (Excess)**
Senior	31	20	11
Tertiary	04	02	02
Secondary	190	142	48
Primary	60	32	28
Total	285	196	89

6.2** Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

Lack of human resources leads to inefficient and ineffective performance of duties in the Institute.

6.3 Human Resource Development

Name of the Programme	Trained Cadre	Duration of the Programme	Total Investment (Rs) Local	Nature of the Programme Local	Outcome/ Acquired knowledge
Advanced Certificate In Public Procurement and Asset Management	01	10 days	30,000/-	Local	Procurement and Asset Management
Diploma in English for Professionals (DEP)	01	03 months	75,000/-	Local	English
Higher National Diploma in Procurement and Contract Administration	01	02 days	20,000/-	Local	Procurement
Government Procurement Training Workshop (2022.03.30)	50	03 hours	6000/-	Local	Public Procurement
Government Procurement Training Workshop (2022.05.05)	55	03 hours	6000/-	Local	Public Procurement
Government Procurement Training Workshop (2022.08.29)	56	03 hours	6000/-	Local	Public Procurement

Name of the Programme	Trained Cade	Duration of the Programme	Total Investment (Rs) Local	Nature of the Programme Local	Outcome/ Acquired knowledge
Soft Skills Development Programme (2022.08.26)	32	03 hours	-	Local	Soft Skills Development
Soft Skills Development Programme (2022.09.09)	36	03 hours	-	Local	Soft Skills Development
Japanese Training Programme	70	02 hours	-	Local	
Hospitality Training Course for the Karyala Karya Sahayaka Officers (residential)	08	03 days	-	Local	Ethics
Preparing and Presentation of Cabinet Memorandums	01	02 days	8500/-	Local	Preparing and Presentation of Cabinet Memorandums
Tamil Language Training Programme	56	150 hours	112,500/-	Local	Official languages proficiency

Chapter 07

Compliance Report

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Complied		
1.2	Public Officers' Advance Account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not relevant		
1.4	Stores Advance Accounts	Not relevant		
1.5	Special Advance Accounts	Not relevant		
1.6	Other	Not relevant		
2	Maintaining books and documents (F.R.445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.	Complied		
2.2	Maintain and update the personal emoluments document/ personal salary cards	Complied		
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Complied		
2.6	Maintain and update the cheques and money ordering registry.	Complied		
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Maintain and update the liability registry.	It is Relevant		
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Not relevant		

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
3	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Complied		
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Complied		
4	Planning annually			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan	Complied		
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied		
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Complied		
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Complied		
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Complied		
6.2	Replying to all audit report within a one month period.	Not complied.	This matter was discussed at the Audit and Management Committee and instructions have been issued to avoid such incidents in future.	

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Complied		
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Complied		
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.	Complied		
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General	Complied		
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Complied		
8.3	According to Public Finance Circular No. 05/2016, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Not relevant		
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the	Complied		

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
	vehicle in the pool and submitting to the Auditor-General on due dates.			
9.2	Disposing of vehicles in less than six months after they are condemned.	Complied		
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Complied		
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Complied		
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Complied		
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Not relevant	There are no inactive accounts	
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Not complied.	The delay is due to the cheques not presented to Banks by their holders.	Take actions on late cheques and dishonoured cheques as per the FR provisions.
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Not complied.	There are liabilities exceeding the balance provisions as the December 2022 cheques are presented in January and the provisions are limited.	

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.	Complied		
12.3	Settling the outstanding loan balances existing for more than one year.	Complied		
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Complied		
13.2	Maintain and update the control account for the common deposit.	Complied		
14	Imprest Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Complied		
14.2	Settling the Ad hoc Sub Imprest issued as per FR 371 within a one-month period after the completion of the said task.	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R.371	Complied		
14.4	Reconciling the balance of the imprest account with the Treasury books.	Complied		
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.	Not relevant		
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Complied		
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.	Not relevant		
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.	Complied		
16.2	Providing duty lists to all the staff members in writing.	Complied		

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		
17.3	Submitting reports annually or bi-annually as per Sections 08 and 10 of the RTI Act.	Complied		
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



National Centre for Leadership Development

Chapter 01

Institute Profile/ Summary of Implementation

National Centre for Leadership Development

01. Introduction

This Centre was established on 03rd October 1985 when the late Hon. President R. Premadasa was holding the office of Prime Minister at the premises of the 85th Gam Udawa exhibition using the buildings constructed for the Gam Udawa consisting of 35 acres of land, with the objective of training village leaders for creating a committed, interested village community with the belief of initiating village leadership from its basis. At present this Centre is under the Ministry of Sports and Youth Affairs and its name has been altered after the year 2013 as the National Centre for Leadership Development as per a decision of the cabinet of Ministers with the objective of training youth leaders.

The Centre has the capacity of providing residential facilities to around 277 persons (including 11 air-conditioned rooms) while there is a fully equipped and air-conditioned seminar hall with the seating capacity of 300 and another four lecture halls and a fully facilitated canteen with seating facilities to 125 persons and a free landscape.

After the Gam Udawa exhibition in the year 1985 and from the establishment of the International Centre for Training Village Leaders, the following programmes have been conducted for the village leaders:

- Gramodaya Board Chairpersons
- Community based Board Officers
- Janasaviya small group leaders
- Entrepreneurship training for the Samurdhi managers and Janapubudu beneficiaries
- Representatives from the Local Authorities
- Student leaders, activists from youth societies
- Programmes for the Women Oriented families
- Micro financing – Samurdhi, Janashakthi and The Shakthi programme
- Programmes for the public officers
- Central Bank Isuru group training
- Non-Governmental Organization programmes
- Leadership and technical training programmes for the Govijana Development and the community based organizations of the Department of Forest Conservation

At present a number of programmes on leadership development programmes have been conducted for the youth leaders, entrepreneurs, community based organizations and public officers and the institute earns a considerable financial benefit by implementing customized or tailor made programmes for the external institutions and providing facilities such as food, accommodation and lecture halls.

1.2 Vision and Mission

Vision

A Youth community with leadership skills

Mission

Developing the leadership skills of the youth community by effective training and research

Objectives

- Introduce and Implement quality, timely training programmes for the leadership and personality development of the youth community.
- Creating a youth generation who are capable of career success and spiritual capital.
- Creating a youth community with the ability to take creative, effective, decisions with mutual understanding for the development of the country.
- Conduct training programmes for the youth community that contribute to a peaceful, reconciled society in a manner those safeguards the ethnic, religious and cultural harmony.
- Guiding the youth community for the leadership of the community.
- Provide training and research relevant to the leadership development of the youth community.
- Implement as a training centre for providing the national training needs.

1.3. Main Functions

❖ Conducting Training Programmes

S.N.	Name of the Programme	No. of Training Programmes		Number of Trainees	
		T	A	T	A
01.	Leadership Training Programmed for the Development Officers	21	08	1050	299
02.	Leadership Training Programmed for the Management Services Officers	03	01	150	35
03.	Leadership Training Programmed for the Grama Niladaries	08	03	400	106
04.	Leadership Training Programmed for the Monitors of the Youth Societies	10	09	450	365

S.N.	Name of the Programme	No. of Training Programmes		Number of Trainees	
		T	A	T	A
05.	Leadership Training Programmed for the Small Scale Food Processors	04	01	150	19
06.	Leadership Training Programmed for the Prefects	04	01	200	45
07.	Leadership Training Programmed for the Local Authority Representatives	03	01	150	31
08.	Entrepreneurship development Programme	02	02	100	139
	Total	55	26	2650	1039

❖ **Conducting Workshops for preparing new programmes after reviewing programmes.**

S.N.	Name of the Programme	No. of Programmes	Number of Trainees
01.	Entrepreneurship development Programme	01	60
02.	Youth Leadership Development Programme	02	60
	Total	03	120

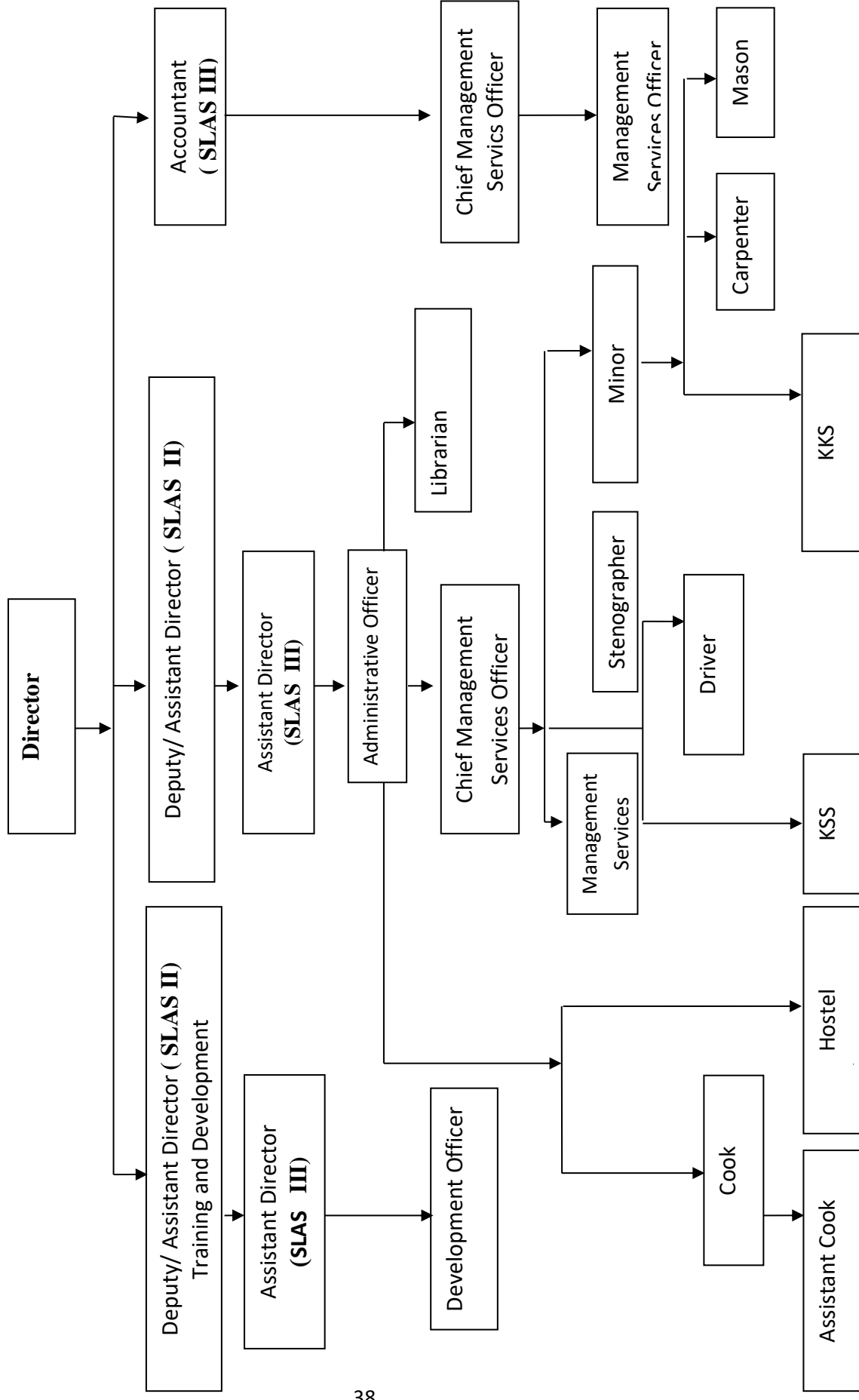
❖ The Publications and Promotion Division has conducted several programmes.

- ✓ Purchasing books (235) to be used by the trainees and the staff of the Institute.
- ✓ Producing 04 video programmes.
- ✓ Producing an audio on meditation programmes.
- ✓ Conducting a literature appreciation programme. (with the participation of Mr. Mahinda Prasad Masimbula)

❖ Providing facilities to conduct trainings of the public and private institutions

1.4. Organization Chart

National Centre for leadership Development



Chapter 02

Progress and Future Vision

2.1. Progress

2.1.1. Targets achieved as at 31.12.2022

➤ **Providing facilities for the External Training Programmes**

- * An amount of Rs. 2,372,425.93 earned from providing facilities for external training programmes have been credited to the State income.

➤ **Financial generation from the cultivation of crops in the Centre premises.**

- * An amount of Rs. 131,735.00 earned from the cultivation of props in the Centre premises have been credited to the State income.

• **Progress of the Development Programmes (Progress on the Revised Provisions)**

Expenditure Year	Expenditure Vote	Allocated Amount Rs.	Revised Budget (Rs. Mn)	Financial Progress as at 31.12.2022	Financial Progress as at 31.12.2022 %	Physical Progress as at 31.12.2022 %
2001	Bulidings and constructions	7.5	2.55	2.5	98%	100%
2002	Machines and Machinery	1	0.1	0.09	90%	100%
2003	Vehicles	1.3	0.95	0.92	97%	100%
2103	Furniture and Office Equipment	0.1	0.1	0.10	100%	100%
2401	Staff Training Programmed	2	0.7	0.69	98%	100%
2509	Leadership Development Training Programmes	7.5	5.65	4.88	86%	100%

2.1.2. Achievements

- ✓ Winning a Merit Award at the National Productivity Awards Competition in the year 2021.
- ✓ Entering into a Memorandum of Understanding with universities with the objective of developing institutional training programmes with a new dimension. Accordingly, a Memorandum of Understanding was signed with the Ruhunu Univeristy on 18.11.2022.
- ✓ Conducting youth leadership skills development programmes for the undergraduates of the Ruhunu and Vavunia universities.

- ✓ Increasing the access to training providing services to clients through the internet and information technology.
- ✓ Developing the institutional physical resources required for providing quality service to the clients.
- ✓ Networking with institutions in the training field targeting the development of training programmes.
- ✓ Coordination with all the institutions under the Ministry for the development of the institution.

2.1.3. Challenges

- ✓ Inability to provide a continuous electricity supply
- ✓ Inability to provide a continuous water supply
- ✓ Inability to provide transport facility as normal due to the fuel shortage.
- ✓ Inability to provide gas required to prepare meals.
- ✓ Continuous escalation of the requirement for outsourced goods and services for the institutional requirements
- ✓ Inability to obtain the service of the staff due to issues in fuel and common transport services.
- ✓ Lost of opportunities for conducting training programmes due to the escalation of prices of all the raw material required for the training needs.

2.2. Future Targets

- Leadership Skills Development Programmes under the Government provisions (annual)
 1. Providing training to 2700 youths at 45 Leadership Development programmes.
 2. Providing training to 3000 entrepreneurs at 50 programmes.
 3. Providing training to 1200 trainees at 20 programmes for the leaders of the community based organisations.
 4. Training 900 officers at 15 training programmes for the public officers.
 5. Providing 10 training programmes for 600 officers from local authorities.
 6. Providing training to 600 trainees at 10 training programmes for the small and medium scale entrepreneurs.
- **Fee levying Leadership Skills Development Programmes (Annual)**
 1. Training 1000 officers in the public and private organizations.
 2. Training 2000 youth leaders
 1. Providing training to new business entrepreneurs.

Fee levying programmes through the resources of the Institute. (annual)

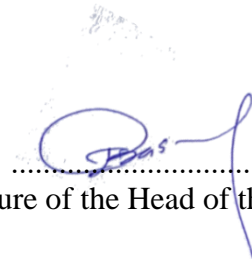
1. Earning income through hiring the hostels, auditoriums, centre premises and canteen belonging to the Institute.
2. Earning income through the supply of food.

Programmes on the Development of the Human Resources of the Institute

1. Design and implement an annual human resources development plan.
2. Developing the skilled staff to an academic staff.
3. Identify the institutional training needs and obtain training opportunities.
4. Obtaining contribution from the external resources through the establishment of MOUs with the private sector and universities.

Renovating and Upgrading the physical resources of the Institute

1. Renovating the existing hostels
2. Upgrading the existing lecture halls
3. Improving the facilities at the Institution canteen and kitchen
4. Establish the training environment within the Centre for conducting the outbound activities.
5. Commencing an Information and Communication Unit.



.....

Signature of the Head of the Institute

Chapter 03

Total Financial Performance for the Year ended as at 31st December 2022

3.1. Statement of Financial Performance – This is included in the Ministry account.

3.2. Statement on Financial Position - This is included in the Ministry account.

3.3. Statement of Cash Flow - This is included in the Ministry account.

3.4. Notes to the Financial Statements

1.5 Performance on Revenue collection

Rs. ,000

Revenue Code	Description of the Revenue Code	Revenue Estimate*		Accumulated Revenue	
		Original Estimate	Final Estimate	Amount (Rs.)	As a % of the Final Revenue
✓ 2002.01.01	✓ Rent from State buildings	-	-	149,458.00	-
✓ 2002.02.99	✓ Other	-	-	496,634.00	-
✓ 2003.99.00	✓ Other Receivables	-	-	2,608,242.00	-
✓ 2004.01.00	✓ Central Government	-	-	1,601,108.00	-

* Revenue Estimates are not prepared..

3.6 Performance on the utilization of allocated provisions

Rs. ,000

Description	Allocated provision	Actual Expenditure	Utilized provisions as a % of the finalized provision
Recurrent Expenditure	64,500	58,791	91%
Capital Expenditure	10,050	9,226	92%

3.7 In terms of FR 208, the grant of allocation for expenditure to this Department/ District Secretariat/ Provincial Council as an agent of the other Ministries/ Departments

- There are no donations or other receivables.

3.8 Performance of Reporting Non-financial Assets

Rs. ,000

Asset Code	Code Description	Balance as per Board of Survey Report as at 31.12.2022	Balance per financial Position Report as at 31.12.2022	To be accounted	Reporting the Progress as a %
9151	Building and structures	5	5	-	-
9152	Machinery	16,872.22	16,872.22	-	-
9153	Lands	0.3	0.3	-	-
9154	Intangible Assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	Work in Progress	-	-	-	-
9180	Leased out assets	-	-	-	-

3.9 Report of the Auditor-General

The final Audit reports are needed to be scanned and included.

Chapter 04

Performance Indicators

4.1. Performance indicators of the Institute (Based on the Action Plan)

Special Indicators	Actual output as a percentage (%) of the expected output		
	100%-90%	75%-89%	50%-74%
Number of training programmes	100%	-	-
Number of beneficiaries	100%	-	-

Chapter 05

Performance of the achieving Sustainable Development Goals (SDG)

5.1 Identified respective Sustainable Development Goals

Objective	Target	Achievement Indicator	Progress of Achievement		
			0% - 49%	50%-74%	75%-100%
<ul style="list-style-type: none"> Assure the reception of an education intergrated with the society and Promote educational opportunities for the whole life. Provide infrastructure, promote intergration and sustainable industrialization and Encourage innovation. 	Developing the human and physical resources	Accessibility to the clients	-	70%	-
	Empowering the human resource, leadership skills	Commitment to the service	-	70%	-
	Establish a quality public service	Achieving team goals	-	72%	-

5.2 Summarize the Achievements and Challenges of the Sustainable Development

❖ Achievements

- ✓ securing a merit award at the 2021 National Productivity Awards.
- ✓ Entering into a Memorandum of Understanding with universities with the objective of developing institutional training programmes with a new dimension. Accordingly, a Memorandum of Understanding was signed with the Ruhunu University on 18.10.2022.
- ✓ Increasing the access to training providing services to clients through the internet and information technology.
- ✓ Developing the institutional physical resources required for providing quality service to the clients.
- ✓ Networking with institutions in the training field targeting the development of training programmes.
- ✓ Coordination with all the institutions under the Ministry for the development of the institution.

Chapter 06

Human Resource Profile

6.1. Cadre Management

	Approved Cadre	Existing Cadre	Vacancy /(Excess)**
Senior	06	02	04
Tertiary	01	01	-
Secondary	26	24	02
Primary	33	22	11

6.2 ** Briefly mention the impact of the shortage or excess in human resources for the performance of the Fund.

- ✓ Disturbance to the efficient management of the Institute

6.3 Human Resources Development

Name of the Programme	Number of Trained Employees	Duration of the Programme	Total Investment (Rs.)		Nature of the Programme	Output/Acquired knowledge
			Local	Foreign		
Staff training	33	02 days	204,200.00	-	Local	Staff Capacity Development
Productivity Programme	80	01 day	28,560.00	-		
Staff Management Diploma	01	01 year	90,000.00	-		
Computer Diploma	01	01 year	38,000.00	-		

Explain in brief how the training contributes to the performance of the Institute.

Updating the training staff with the knowledge and skills relevant to the operation of training programmes and strengthening the organization staff with the knowledge and attitudes relevant to the supply of institutional services.

Chapter 07

Compliance Report

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Complied		
1.2	Public officers' Advance Account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Relevant		
1.4	Stores Advance Accounts	Not Relevant		
1.5	Special Advance Accounts	Not Relevant		
1.6	Other	Not Relevant		
2	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.	Complied		
2.2	Maintain and update the personal emoluments document/ personal salary cards	Complied		
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Complied		
2.6	Maintain and update the cheques and money ordering registry.	Complied		
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Maintain and update the liability registry.	Complied		
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
3.	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Complied		
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Complied		
4.	Preparing the Annual Plans			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan	Not Complied	The Internal Audit Division of the Ministry is conducting the internal audit.	
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied		
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Complied		
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Complied		
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Not Complied		
6.2	Replying to all audit report within a one month period.	Not Complied	The Internal Audit Division of the Ministry is conducting the internal audit.	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Not Complied	The Internal Audit Division of the Ministry is conducting the internal audit.	
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Not Complied	The Internal Audit Division of the Ministry is conducting the internal audit.	
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.	Not Complied	Participated in the Audit and Management Committees conducted by the Ministry.	
8.	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General	Complied		
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Complied		
8.3	According to Public Finance Circular No. 05/2016, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied		
9.2	Disposing of vehicles in less than six months after they are condemned.	Not Complied	Not disposed.	
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Complied		
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Not Complied	There are no leased out vehicles.	
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Complied		
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Complied		
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Complied		
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.	Complied		
12.3	Settling the outstanding loan balances existing for more than one year.	Complied		
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Complied		
13.2	Maintain and update the control account for the common deposit.	Complied		
14	Imprest Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Complied		
14.2	Settling the Ad hoc Sub Imprest issued as per FR 371 within a one-month period after the completion of the said task.	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R.371	Complied		
14.4	Reconciling the balance of the imprest account with the Treasury books.	Complied		
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.	Complied		
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Not Complied	Action has been taken to do the corrections after discussion with the Treasury Department.	
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.	Not relevant	There are no outstanding income.	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.	Not Complied	It is requested to create new posts under the FR 71 for the additional staff assigned by various Ministries in the year 2013 and after.	
16.2	Providing duty lists to all the staff members in writing.	Complied		
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		
17.3	Submitting reports annually or bi-annually as per Sections 08 and 10 of the RTI Act.	Complied		
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	Not implemented.		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responding to the Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



Small Enterprises Development Division

Chapter 01

Summary on the Implementing the

Small Enterprises Development Division

1.1 Introduction

The Small Enterprises Development Division implemented under the Ministry of Youth and Sports performs its duties with the objective of creating a dignified youth community who can actively contribute to the economy of the country and is acting as a pioneer government institutions for creating an entrepreneur culture within the Sri Lankan context.

Commenced in the year 1982 under the Ministry of Youth Affairs and Employment, this Division has rendered its services for a period exceeding four decades. The Division that covers the whole Island, has established its workforce of 1056 institutional and field staff.

The District Offices of the Small Enterprises Development Division have been established at the premises of the District Secretariats and with the recruitment of Development Officers, it was able to assign them to the Divisional Secretariats and at present, the entrepreneurship work are performed by employing the officers at the grass-root levels.

Special attention has been drawn on the implementation of the entrepreneurship development activities through an intergrated approach in collaboraton with all the Instituttes relevant to entrepreneurship development.

All the activities of the district offices are performed under the supervision of the head office of the Small Enterprises Development Division situated at No. 420, Baudhaloka Mawatha, Colombo 07 and all the District Officers perform oversight duties of the enterprises development services through the Divisional Secretariats of their respective districts.

1.2 Vision, Mission, Objectives of the Institute

Vision

Entrepreneurship and Small Enterprises Development for the sustainable growth.

Mission

Provide maximum contribution for the National development in Sri Lanka,

- Enhance entrepreneurial capabilities of the unemployed youth
- Motivate unemployed youth to access fields of enterprises.
- Improve efficiency and productivity of enterprises
- Provide supportive services for development of enterprises

Objectives

- To create “Local Entrepreneurial Culture” through the development of entrepreneurial capabilities in youth
- To generate job opportunities and uplift living standards of youth through identification of new enterprise opportunities and guide to start enterprises
- To generate more job opportunities and increase income level in youth through improving the efficiency and productivity of youth’s enterprises.
- To provide active contribution to ensure the effectiveness and consistency of micro and small enterprises

1.3 Main Functions

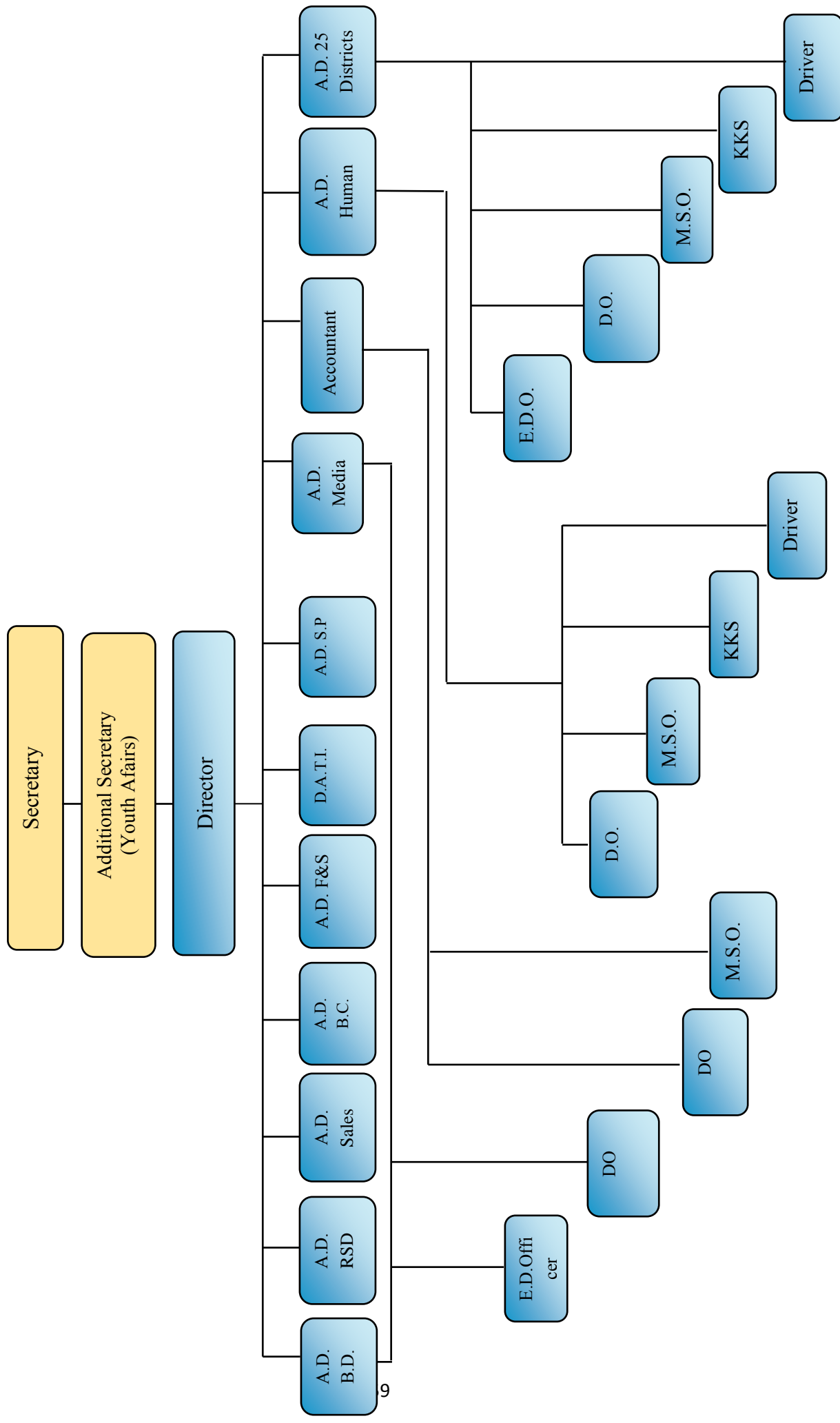
The main functions of the The Small Enterprises Development Division are to,

- Encourage persons to initiate enterprises and assist them in opening enterprises.
- Develop the existing enterprises through the intervention for resolving the issues faced by the entrepreneurs in running their business.

The functions of the The Small Enterprises Development Division have been structured under the following fields in comply with the recommended national policy framework for the small and medium enterprises.

- Development of Entrepreneurship and Skills
- Promotion of Marketing Facilities
- Technology and Innovation
- Approach to Financial Facility and Coordination of assisted services
- Business consultation
- Research and Development

1.4 Organizational Chart



1.5 Departments/ Divisions under the Ministry and Divisional Secretariats under the District Secretaries

The Small Enterprises Development Division, operating under eight sections, has established the following units under the head office to render the maximum service for the development of small enterprises.

- Entrepreneurship development Unit
- Sales development Unit
- Technical and Innovation Unit
- Finance and Assisted Services Unit
- Consultation Services Unit
- Research and Development Unit
- Human Resource and Administration Unit
- Accounts Division

Chapter 02

Progress and Future Vision

2.1 Progress

S.N.	Main Programmes	Participation	Expenditure (Rs.)
01	Entrepreneurship Skills development <ul style="list-style-type: none"> • Awareness and development of attitudes • Generating Business ideas • Business management training 	24,128	6,425,531.57
02	Technology and Innovation <ul style="list-style-type: none"> • Technical trainings • Product quality development • Information Technology • Cordination relevant to production certification 	26,683	11,911,486.08
03	Development of Sales Facilities <ul style="list-style-type: none"> • Analyzing sales requirements • Building sales relations • Sales stalls and exhibitions • Customer service 	29,675	41,385,949.03
04	Finance and Assisted Services <ul style="list-style-type: none"> • Notes on transactions • Costing • Preparing Business Plans • Registration of business • Awareness on business laws and rules and resolving issues • Referring for financial facilities 	17,617	4,933,852.98
05	Business consultation <ul style="list-style-type: none"> • Identify suitable persons for business consultation • Analyzing the position of the business selected for consultation • Solving business Issues • Business follow up services 	2,959	2,275,915.71
06	Research and Development <ul style="list-style-type: none"> • Register the data on small and medium enterprises in the system • Analyzing the status of the business • Capacity development of the officers • Conducting progress analyzing programmes 	20,193	8,054,376.49
	Total	120,933	74,877,231.02

2.2 Issues related to Human and Physical Resources

- Inadequate infrastructure facilities for the Head Office and the district offices.
- Inadequate space for the head Office.
- Lack of field experience for the majority of the new officers.
- Available vehicles are not in a suitable position for driving. (lack of roadworthiness)

2.3 Actions Taken to Overcome the Challenges

- Conducting the planned programmes via the online system.
- Establish sales facilities through the creation of trade relations.
- Paying attention for individual consultation for resolving trade issues.
- Coordinating the relevant institutions through an integrated approach.
- Providing necessary training to the officers with the implementation of the capacity development programmes.

2.4 Future Targets and Plans

- Promoting trade ideas for the programmes implemented by various institutions.
- Implement the Business Ideas Bank for introducing new trends and new business ideas.

Create business leaders through the development of leadership skills and soft skills of the entrepreneurs.

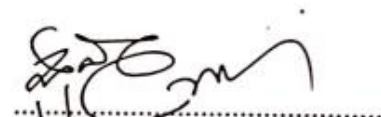
- Prepare the digital directory including the information on the products of the small entrepreneurs.
- Promoting online marketing and building marketing links.
- Providing facilities for the sale of products of the entrepreneurs by organizing trade fairs and exhibitions at the regional, district and national levels.
- Provide services necessary to upgrade the quality of products (accreditation, new technology, packaging)
- Providing financial facilities, Establish financial literacy and discipline.
- Conducting programmes through the Learning Management System (LMS).
- Encouraging the youth to special projects that can be initiated with local materials and technology.
- Implement the enterprises consultation matters.
- Maintain and update the information system of the facilitators for the enterprises.
- Conducting surveys related to the enterprises.
- Capacity development of the officers
- Regulate and supervision of the services rendered by the Institutions.

Signed Illegibly

Sudheera Jayarathna

Director

Small Enterprises Development Division



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Chapter 03

Total Financial Performance for the Year

3.6 Performance on the utilization of allocated provisions

Description	Allocated provisions		Actual Expenditure	Utilized provisions as a % of the finalized provision
	Original Provisions (Rs. Mn.)	Final Provisions (Rs. Mn.)		
Recurrent	676.36	730.850	660.302	90.34
Capital	159.70	92.850	75.951	81.79

3.8 Performance on Reporting Non-financial Assets

Asset Code	Code Description	Balance as per Board of Survey Report as at 31.12.2022	Balance per financial Position Report as at 31.12.2022	To be accounted	Reporting the Progress as a %
9152	Machinery		3039		

Chapter 04

Performance indicators

Performance indicators of the Institute (Based on the Action Plan)

Special Indicators	Actual output as a percentage (%) of the expected output		
	100%-90%	75%-89%	50%-74%
Commencing new enterprises	158.99%		
Developing the existing enterprises	176.12%		
Providing technology	160.85%		
Business Consultation	96.23%		
Establishing business relations	137.68%		
Business Registration	147.21%		
Preparing containers			58.51%

Chapter 05

Performance on Achieving the Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Development Goals

Goal 08 - Promotion of a full, complete and a sustainable economic development, full efficient and favourable employment for all

Objective	Target	Achievement Indicator	Progress of Achievement		
			0 - 49%	50% - 74%	75% -100%
8	6	Commencing new enterprises			158.99%
		Developing the existing enterprises			176.12%

Chapter 06

Human Resource Profile

6.1 Cadre Management

Service Level	Approved Cadre	Existing Cadre	Vacancy /(Excess)
Senior	41	40	1
Tertiary	151	111	40
Secondary	920	860	60
Primary	70	45	25
Total	1182	1056	126

6.2 Briefly mention the impact of the shortage or excess in human resources for the performance of the Fund.

Shortage of Entrepreneurship Development training officers (tertiary level)

It has been challenging to achieve the expected performance in the districts where only a limited number of Entrepreneurship Development training officers are serving as such officers are assigned with a higher amount of work load.

6.3 Human Resources Development

Name of the Programme	Number of Trained Employees	Duration of the Programme	Total Investment (Rs.)		Total Investment (Rs. 000)	Output/Acquired knowledge
			Local	Local		
Programmes related Administration and Accounts	06	01 day		Is	Local	Knowledge on Establishment and Financial Regulations
Programmes related to Development of entrepreneurship and skills	1555	01 day/02 day/ 03 day		12		Business Planning, Costing, Computer Technology, Entrepreneurship
Total			826,156.00			

Chapter 07

Compliance Report

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Not Complied	Done by the Ministry	
1.2	Public officers' Advance Account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Complied	Not Relevant	
1.4	Stores Advance Accounts	Not Complied	Not Relevant	
1.5	Special Advance Accounts	Not Complied	Not Relevant	
1.6	Other	Not Complied	Not Relevant	
2	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.			
2.2	Maintain and update the personal emoluments document/ personal salary cards	Complied		
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Not Complied	Done by the Ministry	
2.6	Maintain and update the cheques and money ordering registry.	Not Complied	Done by the Ministry	
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Maintain and update the liability registry.	Not Complied	Done by the Ministry	
2.11	Register of Counterfoil Books (GA – N20)has been maintained and update	Not Complied	Done by the Ministry	

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
3	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Not Complied		
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Complied		
4	Preparing annual plans			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan			
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied		
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Not Complied	Done by the Ministry	
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Not Complied	Done by the Ministry	
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Not Complied	Done by the Ministry	
6.2	Replying to all audit report within a one month period.	Not Complied	Done by the Ministry	
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Not Complied	Done by the Ministry	
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Not Complied	Done by the Ministry	

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.	Not Complied	Done by the Ministry	
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General.	Not Complied	Done by the Ministry	
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Not Complied	Done by the Ministry	
8.3	According to Public Finance Circular No. 01/2020, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Complied		
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied		
9.2	Disposing of vehicles in less than six months after they are condemned.	Not Complied	Done by the Ministry	
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Not Complied	Done by the Ministry	
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Not Complied	Done by the Ministry	
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Not Complied	Done by the Ministry	
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Not Complied	Done by the Ministry	
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Not Complied	Done by the Ministry	
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied		
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.	Complied		
12.3	Settling the outstanding loan balances existing for more than one year.	Not Complied	Will be settled in this year	
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Not Complied	Done by the Ministry	
13.2	Maintain and update the control account for the common deposit.	Not Complied	Done by the Ministry	
14	Impress Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Not Complied	Done by the Ministry	
14.2	Settling the Ad hoc Sub Imprest issued as per FR 371 within a one month period after the completion of the said task.	Complied		

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
14.3	The ad-hoc sub imprest had been issued exceeding the limit approved as per F.R.371	Not Complied	Done by the Ministry	
14.4	Reconciling the balance of the imprest account with the Treasury books.	Not Complied	Done by the Ministry	
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.	Not Complied	Not Relevant	
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Not Complied	Not Relevant	
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.	Not Complied	Not Relevant	
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.	Complied		
16.2	Providing duty lists to all the staff members in writing.	Complied		
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		
17.3	Submitting reports annually or bi-annually as per Sections 08 and 10 of the RTI Act.	Not Complied	Will be presented by the Ministry	
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	Not Complied	Will be presented by the Ministry	

#	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Not Complied	Will be presented by the Ministry	
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responding to Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



Sports Infrastructure Development Division

Chapter 01

Institutional Profile

1.1 Introduction

The Ministry of Youth and Sports was established centered on the youth community and sports, by the Gazette Extraordinary No. 2187/27 dated 09.08.2020 in order to create an active generation by building an energetic youth community with a dignified balanced personality and a healthy and disciplined society.

As per the revision of the Cabinet of Ministers due to the disturbing circumstances of the country during the month of April in the year 2022, this Ministry was named as the State Ministry of Youth and Sports on 28.04.2022 and the duties and functions were assigned as before. However, by way of the Gazette Notofication No. 2281/41 issued dated 27.05.2022, the institutes and the functions vested with this Ministry were transferred to the Ministry of Sports and Youth. Though a State Minister of Sports and Youth was appointed on 08.09.2022, a separate State Ministry was not established and the State Ministry existed before is implemented as the Sports Infrastructure Development Division of the Ministry of Sports and Youth.

By the Interim Budget presented for the period September to December 2022, the vote for the State Ministry was removed and provisions were allocated under the vote of the Ministry of Sports and Youth. However, under the special approval of the Secretary of the Ministry of Sports and Youth, this Division has coordinated and supervised the institutions under the previously existed State Ministry and has completed the project works implemented under the previously existed State Ministry.

1.2 Vision, Mission, Objectives of the Institute

Vision	}	The Vision and the Mission of the Ministry of Sports and Youth Affairs
Mission		

Objectives

- Expanding the opportunities for the development of the knowledge, attitudes and talents of the small and young sports persons.
- Improve the leadership, personality, discipline and energy of the school children and the youth community.
- Creating a healthy and energetic generation and acquire their contribution to the development of the country.
- Recreate a generation with self-discipline and moral characteristics.
- Create a young and a youth generation with a life style who take forward Sri Lanka to the international arena through sports.

1.3 Main Functions

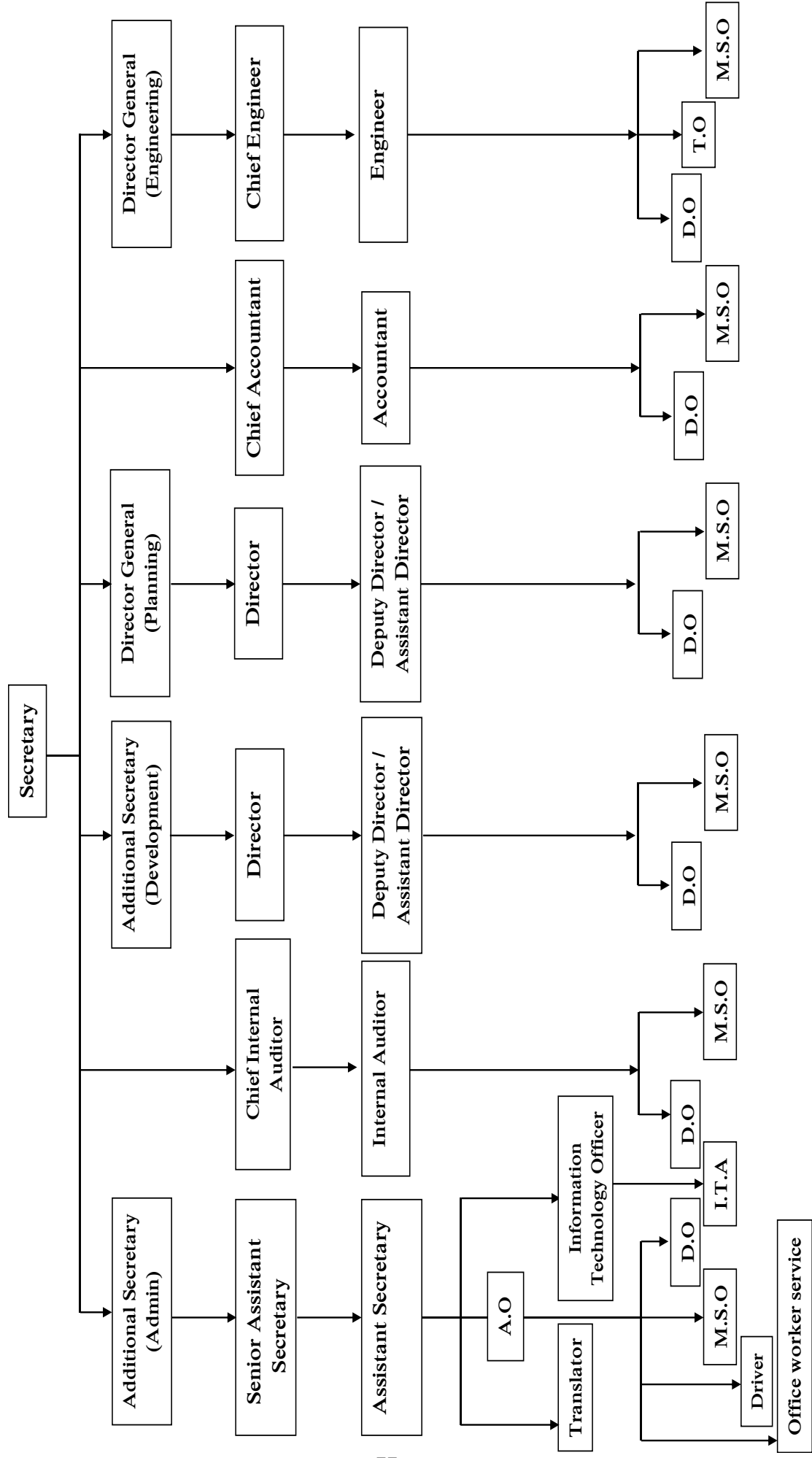
Human Resources Development

- Conducting training programmes for the sports trainers and resource persons in the sports field.
- Organising awareness programmes by identifying the issues related to the nutrition of the sports men and women.
- Conducting staff training programmes.

Infrastructure Development

- Developing the infrastructure in the sports schools.
- Distribution of sports equipments.
- Development of infrastructure in rural, school and public play grounds.
- Preparing a digital database for collecting data related to sports.

1.4 Organizational Structure



A.O – Administrative Officer, D.O – Development Officer, I.T.A – Information Technology Assistant, M.S.O – Management Service Officer, T.O. – Technical Officer

1.5 Departments/ Main Divisions of the Department under the Ministry/ Divisional Secretariats under the District Secretariates

No

1.6 Institutions/ Funds under the Ministry/ Departments/ Provincial Councils

No

1.7 Information on foreign funded projects (If any)

No.

Chapter 02

Progress and Future Vision

2.1 Progress of the Development Programmes implemented in the year 2022

Under the Vote Number 13-02-194

1. Competency Study for the Construction of the Mahiyanganaya Sports Complex
2. Programme for the development of sports school development
3. Programme on Purchasing the Sports Equipments
4. Maintain a database related to the sports field
5. Sports for a Healthy Youth (Yowun Suwayata Kreedawa) Programme
6. Organizing different programmes for the promotion of sports
7. Awareness Programmes on Sports
8. Commencing Discussion on other traditional sports and stamp duty on the distribution of the Sports Magazine.

1. Feasibility Report for the Construction of the Mahiyanganaya Sports

Though it was planned to construct a sports complex in the Mahiyanganaya area under an expenditure estimate of Rs. 200 million, that project was cancelled under the Circular 03/2022. The University of Peradeniya has done a soil testing as preliminary feasibility study.

2. School Sports Grounds Development Programme

As a solution for the downturn in the country's sports field recently, the Government focused its attention on increasing the number of talented students who are brought forward through sports schools, and accordingly, 14 schools out of 30 sports schools that have been designated by the Ministry of Education have been selected on the basis of priority with the assistance of the Ministry of Education, to be developed from the allocations for the year 2022.

This Division has allocated Rs. 300 million for these selected schools in the year 2022 and renovation of the hostels, development of the sports grounds and the work of the other essential development were completed under this programme.

Sports Schools that were developed in the Year 2022

Name of the School
1. Akuramboda Madya Maha Vidyalaya, Matale
2. Welimada Madya Maha Vidyalaya, Badulla
3. Hanwella Rajasinha Madya Vidyalaya, Colombo
4. Henegama Madya Vidyalaya, Gampaha
5. Anuradhapura Madya Vidyalaya
6. Royal Madya Maha Vidyalaya, Polonnaruwa
7. D S Senanayaka Madya Maha Vidyalaya, Ampara
8. Sanghamitta Balika Vidyalaya, Galle
9. Dikwella Vijitha Vidyalaya, Matara
10. Murunkan Maha Vidyalaya, Manna
11. Jaffna Madya Maha Vidyalaya
12. Poramadulla Madya Maha Vidyalaya, Nuwaraeliya
13. Ibbagamuwa Madya Maha Vidyalaya, Kurunegala
14. Rathmalana Hindu Vidyalaya, Colombo



Polonnaruwa Royal College



Matara Dikwella Vijitha Vidyalaya



Poramadulla Madva Maha Vidyalaya.

3. Purchasing Sports Equipments

This programme was planned to supply the sports equipments and goods required for the sports schools, sports clubs and members of the youth sports clubs in Sri Lanka and the purchase of sports items was suspended under the Budget Circular No. 03/2022. However, sports equipments of Rs. 18.75 million on which the formal procurements had been completed, were distributed among sports schools and sports clubs and youth clubs that were active within the 25 districts.

4. Maintain Database for the Sports Filed

Preparing a geographical space database with the intention of engaging in the development planning based on formal data and information was commenced in the third quarter of the year 2021 and its first stage is completed and the first bill is settled. It has been planned to collect data in the provincial level through a mobile phone app for the said digital database.

5. “Sports for a Healthy Youth – Yowun Suwayata Kredawa” Programme

This programme was commenced with the objective of making the sport men and women and sports club members aware of the spiritual wellbeing of sports. A two day workshop for the district representatives of the National Youth Services Council was conducted with the participation of a panel of eminent personnel as the resource persons including Prof. Gnanadasa from the University of Sri Jayawardenepura as a pilot programme of this programme.



6. Organizing Dirrent Programmes for Developing Sports

With the objective of promoting sports, two cricket tournaments were conducted with the participation of public institutions.



7. Awareness Programmes on Sports

With the objective of updating the knowledge of the sports men, women as well as the trainers and school sports teachers of the new trends and knowledge on sports, two awareness programmes were conducted.

Under the Expenditure Vote No. **194-02-04-19-2509**

1. Programme on developing the rural sports grounds
2. Programme on developing the school play grounds
3. Programme on developing the public play grounds
4. Discussion with the Village - Gama Samaga Pilisandara - / development of sports facilities identified on special requirements
5. Provincial Sports events

1. Programme on developing the rural sports grounds

Under the porgramme that was commenced in the year 2021 on developing 334 sports grounds as one sports ground for each Divisional Secretariat, the projects that were half completed in the year 2021 and the projects that had outstanding bills were brought forward as contingent projects and all the work and bill payments of all those projects have been completed.



**Volleyball Ground
Kayanagar – Mannar**



**St. Anthony's
Volleyball Ground
Kandala**

2. Programme on developing the school play grounds

Under the programme commenced in the year 2021 on developing one school sports ground for each Educational Zone, the projects that were half completed in the year 2021 and the projects that had outstanding bills were brought forward to the year 2022. Development work of all the 30 school playgrounds have been completed.



**Maha Mathya Vidyalaya -
Moneragala**



**Sewanagala Vidyala Sports Ground
- Moneragala**



**Viharamahadevi Vidyala Sports
Ground – Badulla**



**Orubendiwewa Maha Vidyala Sports
Ground – Badulla**

3. Programme on developing the public play grounds

Under the programme commenced in the year 2021 on developing public play grounds on standard levels, the projects that were half completed and the projects that had outstanding bills were brought forward to the year 2022 as contingent projects. Development work of 69 play grounds out of 85 playgrounds have been completed and work of 07 project are in the final stage. None projects were not implemented.



Weerambigedara Vidyalaya Kurunegala

4. Discussion with the Village - Gama Samaga Pilisandara - / development of sports facilities identified on special requirements

Based on the programme “Discussion with the Village - Gama Samaga Pilisandara” commenced in the year 2021 on a concept of the former President and on the requests of the most remote areas of the island, the projects that were not completed under the programme on developing the sports infrastructure of the remote areas, were implemented as contingent projects in the year 2022 and the development work of 34

projects out of 35 projects have been successfully completed and one project was not implemented.

5. Provincial Sports events

The Ministry has extended sponsorship for a volleyball tournament held in the Matale district.

2.2 Challenges

- A number of planned programmes were cancelled due to the limitation of expenditure in facing the difficult situations in the country.
- The completion of the project work required extended period of time due to the scarcity of fuel and raw materials.
- Difficulty in obtaining sports items and other materials due to the prevailed import restrictions.
- Difficulties faced by the staff of the institution to report to duty due to the transport difficulties and fuel shortage.

2.3 Future Objectives

- Bringing mental freedom through sports to the people who are leading busy lives and creating a healthy and energetic generation through the development of sports infrastructure.
- Improving the sports talents of students and bring them to the international level through the development of sports infrastructure in the schools.
- Providing opportunities for the talented children and minimize the number of students leaving schools through the development of sports infrastructure in rural and difficult schools.
- Providing the background for winning the international sports events and making the lives success of the students through the identification of the sports requirements of the talented students and providing them with facilities.

Signed Illegibly
Head of the Institute
Name-
Designation-
Date – 17/02/2023

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Chapter 03

Total Financial Performance for the Year ended as at 31st December 2022

This is included in the account of the Ministry.

Chapter 04

Performance Indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

Special Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Submitting reports of the Ministry on time (Action Plan, Budget Estimates, internal audit plan, procurement plan)	✓		
Total percentage on completing the development work related to sports schools	✓		
Total percentage on completing the development work related rural sports grounds	✓		
Total percentage on completing the development work of the school sports grounds	✓		
Total percentage on completing the development work of the public play grounds	✓		
Total percentage on supplying sports equipments			✓
Total percentage on completing the development work of the projects identified from the 'Discussion with the Village - Gama Samaga Pilisandara' Programme/Highly Rural/ Special Requirements	✓		

Chapter 05

Performance on Achieving the Sustainable Development Goals (SDG)

5.1 Indicate the recognized Sustainable Development Goals.

Goal/Objective	Target	Achievement Indicator	Progress on Achieving the Goals		
			0% - 49%	50% -74%	75%-100%
03 Ensuring healthy lives and promoting the welfare of all persons in every age	3.1 Increasing the sports talents of school children in 14 schools that have been selected for development of sports infrastructure.	Progress on completing the development work			✓
	3.2 Providing facilities for the sports skills of the children through the development of sports infrastructure in sports grounds of schools that have been identified on requirement.	Progress on completing the development work			✓
	3.3 Making an easy access to sports for the public through the development of public sports grounds and other play grounds.	Progress on completing the development work			✓

5.2. Describe the achievements and challenges in fulfilling the sustainable development goals.

The Sports Infrastructure Development Division under the Ministry of Sports and Youth Affairs has identified three Sustainable Development Goals and Targets relevant to them that are indirectly related to sports. As the effects of the achievements obtained by this Ministry on the Sustainable Development Goals are indirect and as some other institutions are both directly and indirectly related to it, indicating the achieving indicators as well as the progress of achievement as a percentage is challenging.

Chapter 06

Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies/ Excess**
Senior	18	13	05
Tertiary	04	-	04
Secondary	70	57	13
Primary	19	15	04

6.2 ** Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

As the lack of human resources directly leads to inefficient and ineffective performance of duties in the Institute, action should be taken to make the recruitments for the vacancies. Requests have been made for the recruitments for the posts that have been fallen vacant.

6.3 Human Resources Development

Name of the Programme	Trained Cadre	Duration of the Programme	Total Investment (Rs.)		Nature of the Programme (Local/Foreign)	Outcome/ Acquired knowledge*
			Local	Foreign		
File Management and Establishment Code	46	2022.02.01	Rs.2,400	-	Local – First Quarter	Maintain the files in order.
						Filing method
Financial Regulations	44	2022.02.02	Rs. 2,400	-	Local - First Quarter	Knowledge and Legal Framework on Public Finance Management
Financial Regulations	32	2022.02.07	Rs. 2,400	-	Local - First Quarter	Knowledge and Legal Framework on Public Finance Management
File Management and Establishment Code	35	2022.02.24	Rs. 2,400	-	Local - First Quarter	Maintain the files in order.
						Filing method
Deciding the Salary of the Public Officers	1	2022.03.04	Rs. 5,000	-	Local - First Quarter	Carrying on the Institutional work in the correct maner by improving the knowledge on salary of the public institutions.

Name of the Programme	Trained Cade	Duration of the Programme	Total Investment (Rs.)		Nature of the Programme (Local/Foreign)	Outcome/ Acquired knowledge*
			Local	Foreign		
Procurement Process for the assisted staff	2	2022.03.08, 09	(Rs.1,000 0*2 = Rs. 2,0000)	-	Local - First Quarter	Basic knowledge on the procurement process within the legal framework
Maintenance of Government vehicles	1	2022.03.15	Rs. 5,000	-	Local - First Quarter	Knowledge on using Government vehicles with the highest efficiency and minimum cost and with utmost care and safety
Transition to Euro codes (for engineer)	1	2022.03.05 - 26	Rs. 25,000	-		
Second Language Course 150 hours (Secondary)	48	From April 2022	Rs. 112,500	-	Local - First Quarter	Obtain the knowledge and skills required to implement the Official Language Policy and Improve Good Attitudes on National Harmony
Second Language Course 100 hours (Primary)	36	April 2022	Rs. 75,000	-	Local - First Quarter	Obtain the knowledge and skills required to implement the Official Language Policy and Improve Good Attitudes on National Harmony
Storing	1	2022.05.18, 19,20	Rs. 18,000	-	Local - Second Quarter	knowledge and Awareness on special storing
Minimise the defects and delays of the Procurement Committees and Technical Evaluation Committees	1	2022.05.26, 27	Rs. 10,000	-	Local - Second Quarter	Knowledge on the defects and delays of the Procurement Committees and Technical Evaluation Committees
Second Language Course 200 hours	2	2022.06.24 – 2022.08.19	Rs. 30,000	-	Local - Second Quarter	Obtain the knowledge and skills required to implement the Official Language Policy and Improve Good Attitudes on National Harmony
Maintenance of Government vehicles	1	2022.06.16	Rs. 5,000	-	Local - Second Quarter	Knowledge on using Government vehicles with the highest efficiency and minimum cost and with utmost care and safety

Name of the Programme	Trained Cade	Duration of the Programme	Total Investment (Rs.)		Nature of the Programme (Local/Foreign)	Outcome/ Acquired knowledge*
			Local	Foreign		
Training on the duty of the Karyala Karya Sahayaka	1	2022.06.21, 22	Rs. 10,000	-	Local - Second Quarter	Knowledge required to perform the duties in the service of the Karyala Karya Sahayaka
Maintaning the Personal Files effectively	1	2022.06.29	Rs. 5,000	-	Local - Second Quarter	Knowledge required to Maintain the Personal Files effectively
Two day workshop on developing the Skills of Drivers	3	2022.08.23, 24	Rs. 30,000	-	Local - Third Quarter	Knowledge required to writing running charts according to the Government rules and maintaining vehicles in the proper order.
Digital Gov Activation Forum XII	3	2022.08.16, 18,19	Free	-	Local - Third Quarter	
Internal Auditing Practices	2	2022.08.23, 24,25	Rs. 36,000	-	Local - Third Quarter	
Training Workshop on Government Procurement	10	2022.08.29	Free	-	Local - Third Quarter	Basic Knowledge on Public Finance Management and Legal Framework
Training Workshop on Google Package	6	2022.08.25	Free	-		
Two day Workshop on Providing Answers to the Audit Inquiries	1	2022.11.21	Rs. 10,000	-	Local - Fourth Quarter	Knowledge on the preparing answers to audit inquiries correctly and in an acceptable manner.

*** Briefly Explain how training programmes contribute to the performance of the Institution.**

- The knowledge and skills obtained through the training programmes are important for the efficiency of the Institution.
- The correct induction of new officers with knowledge, attitudes and skills in the public service is an outcome of the training programme.

Chapter 07

Compliance Report

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Complied		
1.2	Public Officers'' Advance Account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Complied		
1.4	Stores Advance Accounts	Not Complied		
1.5	Special Advance Accounts	Not Complied		
1.6	Other	Not Complied		
2	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.	Complied		
2.2	Maintain and update the personal emoluments document/ personal salary cards	Complied		
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Complied		
2.6	Maintain and update the cheques and money ordering registry.	Complied		
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.1	Maintain and update the liability registry.	Complied		
2.11	Register of Counterfoil Books (GA – N20)has been maintained and update	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
3	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Complied		
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Complied		
4	Prepaering Annual Plans			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan	Complied		
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied		
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Complied		
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Complied		
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Complied		
6.2	Replying to all audit report within a one month period.	Complied		
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Complied		
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.			
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General	Complied		
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.			
8.3	According to Public Finance Circular No. 05/2016, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Complied		
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied		
9.2	Disposing of vehicles in less than six months after they are condemned.	Complied		
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Complied		
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Complied		
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Complied		
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Complied		
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied		
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.	Complied		
12.3	Settling the outstanding loan balances existing for more than one year.	Complied		
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Complied		
13.2	Maintain and update the control account for the common deposit.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
14	Imprest Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Complied		
14.2	Settling the Ad hoc Sub Imprest issued as per FR 371 within a one-month period after the completion of the said task.	Complied		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R.371	Complied		
14.4	Reconciling the balance of the imprest account with the Treasury books.	Complied		
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.	Not Complied		
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Not Complied		
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.	Not Complied		
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.			
16.2	Providing duty lists to all the staff members in writing.			
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
17.3	Submitting reports annually or bi-annually as per Sections 08 and 10 of the RTI Act.	Complied		
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Complied		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



Institute of Sports Medicine

Chapter 01

Institute Profile/ Summary of Implementation

1.1 Introduction

The Institute of Sports Medicine is established for the maintenance and improvement of the physical and mental health of Sri Lankan athletes, prevention of their diseases, management of injuries and maintenance of a correct nutrition. Commenced as a medical unit, this Institute is maintained as the Institute of Sports Medicine from the year 2006 and it is constantly dedicated to the wellbeing of the sports persons who are identified as talented sports persons at the school level, achieve international level victories in sports and provide for the medical coverage of all the sports persons in Sri Lanka.

A number of services are provided through the Out-Patient department, Emergency Treatment Unit, psychology consultation Clinic, Consultation services, nutrition, rehabilitation and VO₂ max test Department, laboratory services, medical supplies and biomedical department and awareness and consultation on sports medicine for the sports persons and conducting physiotherapy and sports massage therapy courses and implementing development projects are among the main functions performed by the Institute for the advancement of sports.

The Institution is committed to provide an excellent service of highest quality for improving and maintaining the vibrant energetic conditions of the sports persons with the objective of achieving national and international level victories. It also conducts sports laboratory research while using the most advanced and updated sports technology of the developed countries in Sri Lanka. At the same time, a Human Performance Laboratory is also established. And through the number of Memorandum of Understanding Agreements entered into with the local universities and other institutions related to sports, the Institution has already started to conduct sports and medical science research in the field.

1.2 Vision, Mission, Objective

Vision

“To be a Centre of Excellence in Sports and Exercise Medicine in Asia”

Mission

“To provide resources, knowledge and guidance for the prevention of diseases, rehabilitation and education to the sports persons with high performance and those engaged in recreational sports and their service providers”

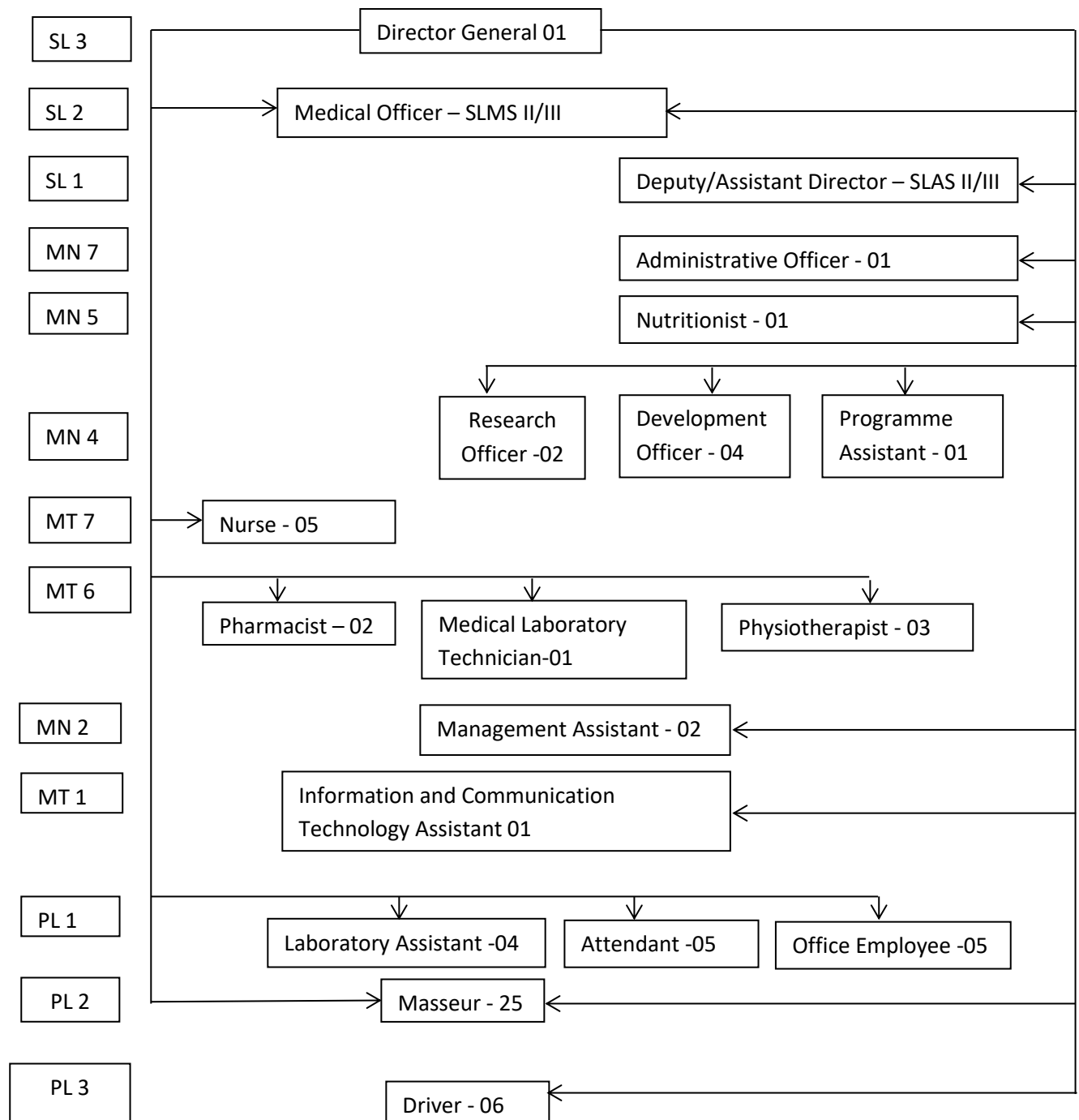
Objectives

- To Improve the health and physical fitness of all sports persons to bring them to a higher position in the international level through sports.
- Identify the talents of the sports persons with the utilization of sports science and the modern technology and establish human performance laboratories to improve their inborn talents and bring the best and highest benefits to them.
- Identify the issues of the sports persons by conducting pre-participatory medical examinations and provide necessary remedial measures.
- Conduct regular physical fitness tests and nutritional assessments for sports persons, improve their physical fitness and nutrition through such measures.
- Providing consultation and guidance for the sports persons to achieve a winning mentality by improving their mental health.
- Maintain the nutritional level of the sports persons in an optimal level to suit sports.
- Implement educational programmes to make the trainers and medical assistant aware of the use of first aid in sports.
- Provide international level first aid and medical coverage to the sports events held in the national and international levels.
- Conduct research in collaboration with the local and international experts in the sports science field and contribute to the advancement of local sports.
- Contribute to create a healthy community by giving the knowledge of sports science and guidance to the sports and fitness field.

1.3 Main Functions

- Prevention and management of sports injury.
- Conduct consultant medical clinics.
- Conduct physical fitness tests.
- Conduct research on the biotechnology and the heart, lungs stamina of the sports persons through the human performance laboratory.
- Consultation on sports nutrition and sports mentality.
- Medical and first aid coverage for the national and international sports events.
- Conduct studies and research on sports.
- Provide consultation on sports and exercises and medical facilities to persons engaged in recreational sports.
- Enter into Memorandum of Understandings with local and foreign experts and institutions in relation to the research on sports and nutrition.

1.4 Organizational Chart



- 1.4 Departments/ Main Divisions of the Department under the Ministry/
Divisional Secretariats under the District Secretaries – No**
- 1.5 Institutions/ Funds under the Ministry/ Departments/ Provincial Councils –
No**
- 1.6 Information on foreign funded projects (If any)- No**

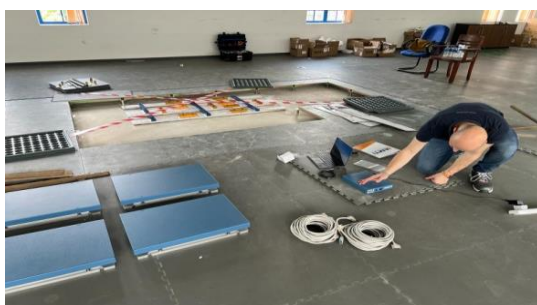
Chapter 02

Progress and Future Vision

2.1 Progress - 2022

- **Establishing the Bio-Mechanical Division of the Human Performance Laboratory.**

- Steps have been taken to establish a Human Performance Laboratory for achieving the maximum performance levels by the rapid use of technology required for the victories in competitive sports, rehabilitation of injuries, prevention of injuries and providing the data received through research to the trainers of sports persons and other promotion teams.
- The procurement of the machines and machinery of the Rehabilitation Unit of the Human Performance Laboratory have been completed by now and this Unit is performing its services in the proper manner at present and the procurement and installation of the machinery of the Bio-Machinery Unit and training of the relevant technical teams are under way.
- The establishment of a Human Performance Laboratory with the facilities for bio-medical surveys in our country is beneficial for achieving international level victories in sports and it may also act as a platform for the studies in the sports field of this country. This institute will serve the opportunity for the university students, lecturers and sports promoters to conduct sports related researches by identifying the performance of the human nerve, bone and muscles and the movements of the sportsmen and women. This will provide an opportunity minimize sport injuries and improve sport talents.



- **Conducting VO₂ max Tests of the Sports Persons**

This is the test with the latest technology for assessing the physical fitness of the sports persons and their performance is measured by conducting this test before and during the training and before a tournament.

At present, around 130 **VO₂ max** tests have been conducted and they have contributed to take sports persons to higher performance levels. These tests are conducted by consultant medical officers in the physiological field.



- **Establishing a Voluntary Service**

Establishing a voluntary service within the Institute of Sports Medicine was one of the targets and at present that task has been completed. This will provide the facilitates to develop sports by utilizing the innovative technology and employing the expert knowledge including sports science into the sports field. This voluntary service will render its services in the subjects where the human resources of the Institute is limited.

At present there are around 250 volunteers including those engaged in the sports field as well as those providing voluntary services interested in sports have collaborated with the Institute and awareness programmes and knowledge dissemination programmes have been conducted.

Five physiotherapists who are providing services on voluntary basis have already enaged with the Institute and two graduates from the sports psychology discipline have been serving in the consultation work.

- **Implementing the Programme on Training the Trainers**

This programme is aimed at updating the knowledge of the trainers in provincial levels, giving them the opportunity to acquire the latest technological knowledge, low cost technical equipments, and correct connections, knowledge on physical energy boosters and physical fitness using innovative technical equipments and startegies to minimize and manage sport related injuries and providing technical assistance for improving the talents. This programme is important to prevent and control any adverse conditions that lead to the injuries of sports persons due the lack of basic knowledge on sports and lack of training for the required skills in sports.

As the first phase of this programme two lecture sessions were held at the Institute online via the zoom facility for the provincial trainers and school trainers.

- **Conducting international level Research**

Measuring the respiratory and cardiac fitness of the national level sports persons who were suffered from Covid was performed at this Institute in collaboration with the National Medical Research Institute and Sir John Kotalawala Defence University.

Seventy Six sports persons were engaged in this study and the research details have been published by the Pulmonary Association of Europe.

- **Entering into Memorandum of Understandings with Institutions**

The Memorandum of Understandings have been signed with the Sri Lanka Nutritional Society, Wayamba University and the Sir John Kotalawala Defence University with the objectives of using the modern technology and sharing knowledge for the advancement of sports and conducting sport medical research.



- **Increasing the Nutritional Level of Sports persons to enhance their talent**

A project was commenced at the provincial level to improve the nutritional level of sports persons in school pools and three sports schools from the Southern Province were covered in this project. Several other projects are implemented in the year 2023 as well.



This project is aimed at maintaining the sound physical conditions required to the relevant sports events of the school children, maintaining the correct hemoglobin level of the body, maintaining the correct amount of the micro nutrients and macro nutrient levels, educating the school students and their trainers on basics of nutritions, making sure that meals provided at school are complete with nutritional foods and minimizing the side effects and injuries of the sports persons in school pools.

- **Conducting Training Programmes for Updating the Knowledge of the Sports Massage Therapists**

The four-day Knowledge Updating Workshop for the sports massage therapists was held at the Institute of Sports Medicine as the first phrase in re-commencing the sports massaging and physiotherapy courses and 37 sports massaging therapists participated in this event.



Services provided in the Year 2022

Month	Number of Sports Persons Came for Treatments	Intensive Care Unit	Rehabilitation Unit		Physical Fitness Unit	Medical Coverages		VO2 Max Tests
			Physiotherapy Unit	Massaging Unit		Local	Foreign	
January	441	189	447	232	106	17	-	119
February	289	449	294	249	45	15	1	
March	374	267	484	319	105	22	2	
April	226	221	264	245	106	12	-	
May	199	107	220	93	106	3	1	
June	296	79	312	232	74	9	-	
July	128	65	123	179	59	1	1	
August	407	92	455	486	42	11	3	
September	370	143	506	462	78	15	2	
October	317	130	509	296	72	24	1	
November	440	180	528	384	78	12	1	
December	465	111	589	306	124	5	1	
Total	3952	2033	4731	3483	995	146	13	



Future Targets

- Acquire the highest outcome from the established Human Performance Laboratory. Provide all the facilities at the Human Performance Laboratory to the local sports persons and uplift the condition of sports in Sri Lanka using the latest and modern technology by utilizing all the machines and machinery obtained for the Laboratory.
- Sharing international knowledge and human resources development for utilizing the modern technology for the advancement of sports in the country. Memorandum of Understandings have been signed with two local universities and the Sri Lanka Nutrition Society for this purpose and it is expected to enter into such agreements with both local and international institutions in future.
- Establishing a Regulatory Institution for the Gymnasiums and those engaged in such employments in the sports and fitness fields.

Preparing criteria for obtaining the nationally and internationally accepted qualifications for identifying the professionals and centres engaged in the sports and fitness field, standardization of the centres, establishing a regulatory authority within a legal framework for registering them with an identification number and updating and developing their knowledge, creating professionals who are qualified for local and foreign employment opportunities and establishing a safe environment for exercise.

- Increasing the Nutritional Level required for the development of the Talents of the Sports persons.

Creating sports persons who can win international level medals with their high performance and energy by giving them an understanding on the correct and healthy nutrition and nutritional habits and prevent them from using prohibited substances and minimize their sports related injuries.

- Conduct research for identifying the issues related to nutrition of the sports persons and giving the necessary recommendations and guidance on the outcome of such research.
- Conducting Sports and Exercise Medical Science Research.

Establishing contacts with universities that have sport and exercise science courses, engineers, technical universities, institutions and personnel to identify the strategies for improving the talents of the sports persons in the school, provincial, national and international level by conducting research in relation to sports, exercise science and medical science and encouraging the innovators towards the creation of technical equipments in the sports and exercise fields.

- Steps have been already taken to design courses and commence training programmes by entering into Memorandum of Understandings with the Association of Intensive Care Medical Consultants' and other unions for providing an international level two year licence on first aid to all the professionals in the sports field and these courses will be commenced within this year. Every effort will be taken in future to make these courses mandatory for all the professionals in the sports field and assuring the health safety of the sports persons is the main objective.

- Updating the Sports Massaging Course to the NVQ Level 4 and re-commencing the sports massaging and physiotherapy courses.

2.2 Challenges

Programmes were planned for the provisions received for the first part of the year and limiting such activities due to the public finance limitations that took place from time to time was a huge challenge. Maintaining the service due to the tensed situation in the country during the middle part of the year was also a challenging manner.

Signed Illegibly

Head of the Institute

Name

Designation

Date – 17/02/2023

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Dr. Lal Ekanayake
MBBS / Diploma in Sports Medicine
SLMC Reg. No: 12589
Institute of Sport Medicine
Ministry of Sports

Chapter 03

Total Financial Performance for the Year ended as at 31st December 2022

This is included in the accounts of the Ministry.

Chapter 04

Performance Indicators

4.1 Performance indicators of the Institute (Based on the Action Plan)

Special Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Number of sportmen and sports women who had come for service in a year		✓	
Amount of services provided by the Intensive Care and Out Patient Department		✓	
Amount of services provided by the Rehabilitation Unit	✓		
Performing physical Fitness Tests	✓		
Number of coverings done locally and internationally	✓		

Chapter 05

Performance on Achieving the Sustainable Development Goals (SDG)

5.1 Identified respective Sustainable Development Goals.

Objective	Target	Achievement Indicator	Progress of Achievement		
			0% - 49%	50%-74%	75%-100%
Ensuring healthy lives and promoting the welfare of all persons in every age	Creating a sports culture free from sport accidents	Amount on supplying medical coverage and medical services			√
Ensure a complete, fair and quality education and providing educational opportunities to all for their lifetimes.	Improving the Nutritional level for increasing the talents and health of the sportsmen and women.	Number of Food Menus given to the school and national/ international level sports men and sports women and the number of awareness workshops		√	
Ensure a complete, fair and quality education and providing educational opportunities to all for their lifetimes.	Establishing a Regulatory Institution for those employed in the sports and physical fitness field	Number of professional passed out in the proper manner	A proposed project to be implemented from the year 2023		

5.2 Describe the achievements and challenges in fulfilling the sustainable development goals.

The Institution has taken steps to achieve national and international victories in the local sports by preparing the Action Plan of the Institution for achieving the sustainable development goals and targets.

Chapter 06

Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies/ Excess**
Senior	09	07	02
Tertiary	02	01	02
Secondary	22	15	06
Primary	45	38	07

6.2 ** Briefly state how the shortage or excess in human resources has been affected to the performance of the institute.

In the year 2022 the Institution has been able to perform the services by employing the existing staff irrespective of the difficulties in the vacant posts and it is expected to complete the recruitments for the essential posts.

6.3 Human Resources Development

Name of the Programme	Trained Cade	Duration of the Programme	Total Investment (Rs.)		Nature of the Programme (Local/Foreign)	Outcome/ Acquired knowledge*
			Local	Foreign		
Diploma in Sports Medical Science	01	02 years		Rs. Mn.0.6	Foreign	Updating the Knowledge on Sports medical science
Diploma in Sports Nutrition	01	02 years		Rs. Mn.0.6	Foreign	Updating the Knowledge on Sports nutrition
Certificate Course on Public Procurement	01	03 months	Rs. 45,000.00		Local	Knowledge on Public Procurement
Establishment Code and the Financial Regulations	02	02 days	Rs. 14,000.00		Local	Updating the Knowledge on Establishment matters
Vocational Development Course of the Karyala Karya Sahayaka and Drivers for a Quality Work Envirnment	07	01 days	Rs. 35,000.00		Local	Developing the vocational knowledge of the Karyala Karya Sahayaka and Drivers of the Institution

Implementing Awareness and Training Programmes without cost for the human resource development of those engaged in the Institution and the sports field in the year

Serial Number	Programmes/ Projects implemented	Cordinating Institute	Number of Participants
01	Medical Workshop for the Gymnastic trainers	Institute of Sports Medicine	45
02	Conducting lectures on sports nutrition and sports accidents for the sportsmen and women of the Southern schools	Officers from the Institute of Sports Medicine and Sports Nutrition Society	100
03	08 Awareness workshops on sports nutrition	Institute of Sports Medicine	300
04	Conducting 02 Awareness workshops on sports nutrition for the disabled sportsmen	Institute of Sports Medicine	45
05	Awareness lecture on sports psychology (physical and online)	Institute of Sports Medicine	80
06	Rugby Level I – First Aid Course	Institute of Sports Medicine	25
07	Course on Updating the Knowledge – Massaging	Institute of Sports Medicine	37
10	Workshop on Training the Trainers at the Provincial Levels	Institute of Sports Medicine	55

Chapter 07

Compliance Report

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements	Not Complied	By the Ministry	
1.2	Public Officers' Advance Account	Not Complied	By the Ministry	
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Complied	By the Ministry	
1.4	Stores Advance Accounts	Not Complied	By the Ministry	
1.5	Special Advance Accounts	Not Complied	By the Ministry	
1.6	Other	Not Complied	By the Ministry	
2	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.	Complied	-	
2.2	Maintain and update the personal emoluments document/ personal salary cards	Not Complied	By the Ministry	
2.3	Maintain and update the Audit inquiry document	Complied	-	
2.4	Maintain and update the internal audit document	Complied	-	
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)	Not Complied	By the Ministry	
2.6	Maintain and update the cheques and money ordering registry.	Not Complied	By the Ministry	
2.7	Maintain and update the inventory document.	Complied	-	
2.8	Maintain and update the stocks registry.	Complied	-	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
2.9	Register of Losses has been maintained and update	Complied	-	
2.10	Maintain and update the liability registry.	Not Complied	By the Ministry	
2.11	Register of Counterfoil Books (GA – N20)has been maintained and update	Complied	-	
3	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Complied	-	
3.2	Educating the Institution on the Delegation of financial powers	Complied	-	
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied	-	
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.	Not Complied	By the Ministry	
4	Preparing Annual Plans			
4.1	Preparing the annual Action Plan	Complied	-	
4.2	Preparing the annual procurement plan	Complied	-	
4.3	Preparing the annual internal audit plan	Not Complied	By the Ministry	
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Not Complied	By the Ministry	
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.	Not Complied	By the Ministry	
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Complied	-	
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.	Not Complied	By the Ministry	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
6.2	Replying to all audit report within a one month period.	Complied	-	
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.	Complied	-	
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.	Complied		
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.	Not Complied	By the Ministry	
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General	Complied	-	
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Complied	-	
8.3	According to Public Finance Circular No. 05/2016, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied	-	
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied	-	
8.5	Disposing the condemned goods as per FR 772.	Complied	-	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied	-	
9.2	Disposing of vehicles in less than six months after they are condemned.	Complied	-	
9.3	Maintaining the vehicle logbooks and updating them.	Complied	-	
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Complied	-	
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied	-	
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.	Complied	-	
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.	Not Complied	By the Ministry	
10.2	Settling the inactive accounts brought forward in the year under review or the years before.	Not Complied	By the Ministry	
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.	Not Complied	By the Ministry	
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied	-	
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied	-	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Not Complied	By the Ministry	
12.2	Conducting a time analysis on the outstanding loan balances.	Not Complied	By the Ministry	
12.3	Settling the outstanding loan balances existing for more than one year.	Not Complied	By the Ministry	
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.	Not Complied	By the Ministry	
13.2	Maintain and update the control account for the common deposit.	Not Complied	By the Ministry	
14	Imprest Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.	Not Complied	By the Ministry	
14.2	Settling the Ad hoc Sub Imprest issued as per FR 371 within a one-month period after the completion of the said task.	Not Complied	By the Ministry	
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R.371	Not Complied	By the Ministry	
14.4	Reconciling the balance of the imprest account with the Treasury books.	Not Complied	By the Ministry	
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.	Not Complied	By the Ministry	
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.	Not Complied	-	
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.	Not Complied	By the Ministry	
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.	Complied	-	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
16.2	Providing duty lists to all the staff members in writing.	Complied	-	
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied	-	
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied	-	
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied	-	
17.3	Submitting reports annually or bi-annually as per Sections 08 and 10 of the RTI Act.	Complied	-	
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	-		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	-		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018	Complied	-	

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied	-	
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied	-	
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied	-	
20	Responses Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied	-	



National Institute of Sports Science

Chapter 01

Institutinal Profile

1.1 Introduction

This Institution was established as the “Sports School” in the year 1979 and it was later reorganized by way of a special Act of Parliament that renamed the Institution as the National Institute of Sports Science. The National Institute of Sports Science, being the premier institute of sports education in Sri Lanka, is contributing towards dissemination of knowledge on sports to all the sections of the society. The Institution, through its short term and long term strategies and planning, internds to develop and update the knowledge, attitudes and skills for achieving local and international sports victories as well as to bring forth an active life style for each and every citizen of Sri Lanka by developing the human resources of the various layers of sports.

1.2 Vision, Mission, Objectives of the Institute

Vision

“To be the best centre of sports education in Sri Lanka.”

Mission

“To contribute in composing sports policies, to develop sports in Sri Lanka through providing sports education and conducting researches in order to promote skills, talents and knowledge for the sports sector personeel.”

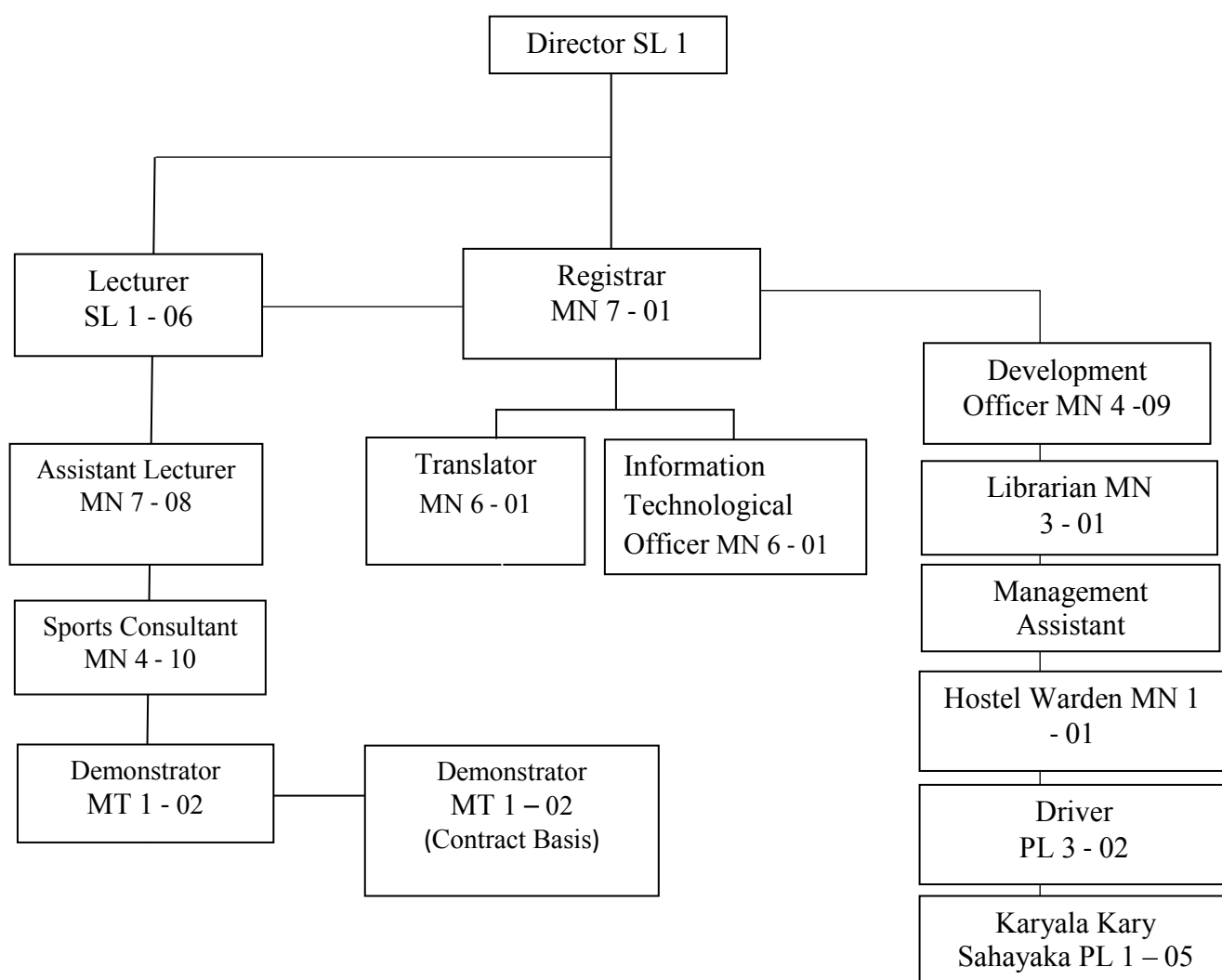
Objectives

1. Idnetify the timely requirements in the sports field and designing, planning and implementation of the courses for completing sports educational qualifications.
2. Implement the research projects relevant to the development of the sports field.
3. Regulate and manage the the proficiency required for the standardization of the development of sports education.
4. With the objective of providing new sports knowledge to the rural areas, disseminate the new sports knowledge to the rural areas by way of short term courses and training programmes

1.3 Main Functions

#	Task	Target Group
01	<ul style="list-style-type: none"> • Conducting Sports Courses according to the provisions of the Sports Act No. 1973/25 and in compliance with the National Vocational Qualification (NVQ IV, NVQ V, NVQ VI). Higher Trainer Course (NVQ VI) Sports Diploma Course (NVQ V) Physical Fitness Consultant Training Course (NVQ IV) • Conducting Sports Courses/ Training Programmes covering areas including Sports Management, Management of Sports Accidents. 	Trainers, Sports Officers, Physical Fitness Vice – Teachers of the Ministry of Education, Physical Fitness Consultants in the Defense Sector, sportsmen and women who have participated in events at national and international levels, sports journalists
02	Conducting as a Sports Information Centre	All the parties in the sports field.
03	Supplying sports infrastructure	All the Institutions related to sports
04	Conducting physical fitness programmes	Public officers and the public who expect to obtain knowledge on physical fitness and related knowledge
05	Conducting efficiency bar examinations for the officers in the sports service	Trainers and sports officers in the Sports Development Department and Provincial Sports Departments
06	Develop the skills and attitudes of the sports trainers and issuing trainer registration certificates for them	All the national sports societies and the trainers under them.
07	Conducting a Sports Diploma Course for the sports trainers at the Ministry of Education as an efficiency bar	Newly recruited sports trainers at the Ministry of Education
08	Conducting Physical Fitness Courses for the Physical Fitness trainers who train Tri-forces Officers and Police Officers.	Physical Fitness trainers who train Tri-forces Officers and Police Officers.
09	Conducting NVQ IV level sports course that is conducted for certifying the 13 year education of the school children	School children who have talents for sports but not have qualifications for persuing the Advanced Level education.

1.4 Organizational Chart



1.5 Departments/ Main Divisions of the Department under the Ministry/ Divisional Secretariats under the District Secretaries

Divisions established under the Institute

Administration Division

This Division performs the internal administration works of the Institute of National Institute of Sports Science.

Course Division

This Division performs the coordination works of the main courses conducted by the Institute.

Trainer Registration Division

This Division performs the work related to the registration of all the trainers in Sri Lanka.

Library and Related Services Supplying Division

The library of the National Institute of Sports Science can be considered as one of the leading libraries in Sri Lanka. The e-service, issuing of compact disk copies related to sports, lending of books and newspapers, providing information on sports resource persons, e- Library Friend service and the e- News Paper services are among the main services provided by the Library.

Computer Division

The Computer Division has the duty of providing computer knowledge related to the courses conducted by the National Institute of Sports Science.

1.6 Institutions/ Funds under the Ministry/ Departments/ Provincial Councils – No**1.7 Information on foreign funded projects (If any)- No**

Chapter 02

Progress and Future Vision

2.1 Progress - 2022

- The Diploma Award Ceremony of the National Institute of Sports Science for the year 2022 was successfully held at the Bandaranaike Memorial International Conference Hall with the participation of the Hon. Namal Rajapske, the Minister of Sports and Hon. Thenuka Widanagamage, the State Minister of Sports. The award of certificates were made as follows:

Higher Trainer Course –Kabadi (NVQ VI)	- 31 trainees
Diploma Course in Sports (NVQ V)	- 142 trainees
Physical Fitness Consultants Training Course (NVQ IV)	- 39 trainees



The Diploma Award Ceremony of the National Institute of Sports Science - Bandaranaike Memorial International Conference Hall 22.03.2022

- Conducted a High Latitude Training Programme for 55 sports trainers in Nuwaraeliya.



- 60% of the trainers of the sports persons who had received medals at the Commonwealth Games were trainers at our Institution.

- **Conducting courses and training programmes**

Conducting sports courses and training programmes is one of the main functions of the National Institute of Sports Science and details of the courses and training programmes held in the year 2022 are as followed:

#	Course/Programme	Target Group	Number of Trainees
1	“Sports Diploma Course” conducted under the Sports Science Institute established at provincial levels as per the “Vistas of Prosperity” Policy Statement for the new sports trainers recruited to the Ministry of Education.	new sports trainers recruited to the Ministry of Education. Central Province - Digana – 150 Trainees Uva Province – Giradurukotte – 150 trainees Southern Province – Baddegama - 150 Trainees Western Province – Maharagama – Polwatta – 150 trainees National Institute of Sports Science - 300 (Sinhala and Tamil language groups 150 x 2)	900 are being conducted
02	Higher Trainer Course (Athletics) NVQ 6 2021/2022	Sports officers, trainers	24
03	Sports Diploma Course NVQ 5 (2021/2022)	District level sports persons, sports officers, sports trainers, physical fitness teachers in schools, physical fitness consultants in the defense services	57
04	Sports Diploma Course NVQ 5 (2022/2023)	District level sports persons, sports officers, sports trainers, physical Fitness Teachers in schools, , physical fitness consultants in the defense services	56 are being conducted
05	Physical Fitness Consultant Training Course NVQ 4	physical Fitness Consultants, physical Fitness Teachers, Voluntary Consultants	63
06	Trainer Skills Development Course - Karate	Karate Trainers	25
07	Trainer Skills Development Course – Tug of War	Tug of War Trainers	25
08	Workshop on Updating the Knowledge of the Life Defense Trainers	Life Defense Trainers	24

#	Course/Programme	Target Group	Number of Trainees
09	Workshop on Updating the Knowledge of the Registered Trainers (Table Tennis, Swimming, Taekwondo) - Number of Courses 03	Table Tennis, Swimming, Taekwondo Trainers	131
10	Special Sports Training Workshop for the Weight Lifting Trainers	Weight Lifting Trainers	20
11	Special Sports Training Workshop for the Karate Trainers	Karate Trainers	17
12	Sport Science Certificate Courses (Baseball)	Baseball Trainers	22
13	Sport Science Certificate Courses (Kabadi)	Kabadi Trainers	19
14	High Latitude Sport Training Course	Sports Trainers	55
15	NVQ Level 4 Course on Certifying the 13 Year Education of School Children	School children who have talents for sports but not have qualifications for persuing the Advanced Level education.	First Group - Completed Second Group - Have been referred to the on the job training. Third Group – Has been commenced in this year.
16	Sports Training Course for the Physical Fitness Consultants of the Navy	Physical Fitness Consultants of the Navy	24
17	Breathing Exercises Consultants Training Course	Breathing Exercises Consultants	22 Are being conducted


2.2 Challenges

Programmes were planned for the provisions received for the first part of the year and limiting such activities due to the public finance limitations that took place from time to time was a huge challenge. Maintaining the service due to the tensed situation in the country during the middle part of the year was also a challenging manner.

2.3 Future Targets

- Establish the degree awarding plan of the National Institute of Sports Science.
- Establishing Teaching Centres in the other provinces in addition to the 04 Teaching Centres of the National Institute of Sports Science that have been established at present in provincial level.
- Conduct research on sports.
- Conducting programmes on sports knowledge and nutrition that are essential for training sports persons as a national and international level trainer.

Signed Illegibly
Head of the Institute
Name
Designation
Date



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Chapter 03

Total Financial Performance for the Year ended as at 31st December 2022

This is included in the account of the Ministry.

Chapter 04

Performance Indicator

Special Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% - 74%
Number of Conducted Training Courses		79	

4.1 Performance indicators of the Institute (Based on the Action Plan)

Chapter 05

Performance on Achieving the Sustainable Development Goals (SDG)

5.1 Indicate the Identified respective Sustainable Development Goals.

Objectives/ Targets	Target	Achievement Indicator	Progress of Achievement		
			0% -49%	50% -74%	75%-100%
04. Assure fair quality education and promote educational opportunities for the whole life.	Conducting the courses and training programmes planned in the year 2022 for providing sports education for all	Conducting 19 courses and training programmes planned in the year 2022			79

5.2. Describe the achievements and challenges in fulfilling the Sustainable Development Goals.

The National Institute of Sports Science is committed to providing a regularized sports education to those engaged in sports in Sri Lanka by referring the Sustainable Development Goal to the sport education that are focused at assuring a fair and quality education. The Institution is striving to achieve the said Sustainable Development Goals even facing a number of restrictions in human capital, infrastructure and other physical resources.

Chapter 06

Human Resource Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancy /(Excess)**
Senior	07	01	06
Tertiary	11	00	11
Secondary	29	23	05
Primary	07	02	05
Total	54	27	27

6.2 ** Briefly explain the impact of the shortage or excess in human resources for the performance of the institute.

The shortage of the academic staff of the Institute has an adversely impact on the courses and training programmes conducted by the Institute and the Institution has been compelled to outsource the services of visiting lecturers.

6.3 Human Resources Development

Name of the Programme	Trained Cadre	Duration of the Programme	Overall Investment (Rs.)		Nature of the Programme (Local/ Foreign)	Output/Acquired Knowledge *
			Local	Local		
Two day Workshop on Stores Management and Inventory Control	02	2022/02/17 2022/03/08,04,07 2022/08/24,25	14,000.00		Local	Knowledge on Stores Management and Inventory Control
Three day Taining Workshop on the Establishment Code and Financial Regulations	25	2022/08/29.30.31	187,500.00		Local	Knowledge on the Establishment Code and Financial Regulations
Two day Workshop on the Duties and Responsibilities of a Leave Clerk	01	2022/02/17	7,500.00		Local	Knowledge on the responsibility of a Leave Clerk

Name of the Programme	Trained Cadre	Duration of the Programme	Overall Investment (Rs.)		Nature of the Programme (Local/ Foreign)	Output/Acquired Knowledge *
			Local	Local		
Training Programme on the management of Personal Files	01	2022/03/08,04,07	18,000.00		Local	Knowledge on the management of Personal Files
Basketball Trainer Course – Germany	01	2022/08/24,25		400,000.00 (Payment was made for the air tickets)	Foreign	New Knowledge on basketball

*** Briefly explain how the training programmes contribute to the performance of the Institute.**

The above training programmes are very important for the maintenance of the daily activities of the Institution and providing service to the general public. The officers from the academic staff have participated for the trainings in their respective sports and this intends to extend the updated knowledge to the sports field.

Chapter 07

Compliance Report

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
1	The following financial statements/ accounts have been presented on due dates.			
1.1	Annual Financial Statements			
1.2	Public officers' Advance Account			
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)			
1.4	Stores Advance Accounts			
1.5	Special Advance Accounts			
1.6	Other			
2	Maintaining books and documents (FR 445)			
2.1	Maintain the Fixed Assets Document by updating as per PA Circular 267/2018.	Complied		
2.2	Maintain and update the personal emoluments document/ personal salary cards			
2.3	Maintain and update the Audit inquiry document	Complied		
2.4	Maintain and update the internal audit document	Complied		
2.5	Preparing all the monthly account balances and produced to the Treasury on due date. (CIGAS)			
2.6	Maintain and update the cheques and money ordering registry.	Complied		
2.7	Maintain and update the inventory document.	Complied		
2.8	Maintain and update the stocks registry.	Complied		
2.9	Register of Losses has been maintained and update			
2.1	Maintain and update the liability registry.			
2.11	Register of Counterfoil Books (GA – N20)has been maintained and updated			
3	Delegation of tasks for the financial administration (FR 135)			
3.1	Delegation of financial powers within the Institution.	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
3.2	Educating the Institution on the Delegation of financial powers	Complied		
3.3	Delegation of powers in a way that every transaction is approved via two or more officers.	Complied		
3.4	As per State Accounts Circular No. 171/2004 dated 11.05.2014, usage of government salary sheets software under the control of an Accountants.			
4	Preparing annual plans			
4.1	Preparing the annual Action Plan	Complied		
4.2	Preparing the annual procurement plan	Complied		
4.3	Preparing the annual internal audit plan			
4.4	Preparing the annual estimates and submit to the Department of National Budget on due dates.	Complied		
4.5	Submitting the Statement of Annual Financial Flow to the Treasury on due date.			
5	Audit Inquiry			
5.1	Providing answers to all the audit inquiries directed by the Auditor-General.	Complied		
6	Internal Audit			
6.1	According to the FR 134 (2) DMA/1-2019, preparing the internal audit plan after discussing with the Auditor-General.			
6.2	Replying to all audit report within a one month period.	Complied		
6.3	As per Sub Section 40 (4) of the National Audit Act No. 19 of 2018, copies of all internal audit reports have been submitted to the Management Audit Department.			
6.4	As per FR 134(3), copies of all internal audit reports have been submitted to the Auditor-General.			
7	Audit and Management Committees			
7.1	According to DMA Circular 1-2019 at least 4 Audit and Management Committee meetings should be held within the relevant year.			

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
8	Assets Management			
8.1	According to the Section 07 of the Assets Management Circular No. 01/2017, information on purchasing and disposing of assets should be submitted to the Office of the Comptroller General.	Complied		
8.2	As per Section 13 of the above Circular, a suitable Coordinating officer should be appointed to implement the provisions of the said Circular and the information of that officer should be sent to the Office of the Comptroller General.	Complied		
8.3	According to Public Finance Circular No. 01/2020, conducting Board of Surveys and submit the relevant reports to the Auditor-General on the due date.	Complied		
8.4	Action taking on the excess, deficiencies and other recommendations revealed in the annual Board of Survey on the dates mentioned in the Circular.	Complied		
8.5	Disposing the condemned goods as per FR 772.	Complied		
9	Vehicle Management			
9.1	Preparing daily running notes and monthly summary reports for the vehicle in the pool and submitting to the Auditor-General on due dates.	Complied		
9.2	Disposing of vehicles in less than six months after they are condemned.			
9.3	Maintaining the vehicle logbooks and updating them.	Complied		
9.4	Taking action on every vehicle accident as per FR 103, 104, 109 and 110.	Complied		
9.5	As per the provisions of the Para. 3.1 of the PA Circular No. 2016/30 dated 29.12.2016, rechecking the fuel consumption of the vehicles.	Complied		
9.6	Transferring the complete ownership of the vehicles in leased out vehicle logbooks after the expiration of the lease period.			

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
10	Bank account Management			
10.1	Preparing and certifying the bank balance statements on due dates and submitting them for the audit.			
10.2	Settling the inactive accounts brought forward in the year under review or the years before.			
10.3	Taking action on the balances revealed in the Bank reconciliation statements and adjustments according to the Financial Regulations and settle the said balances within a month.			
11	Provision Utilization			
11.1	Spend the received provisions in a manner that does not exceed their limits.	Complied		
11.2	As per FR 94 (1) after utilizing the received funds, entering to liabilities in a manner that does not exceed the balance provisions at the end of the year.	Complied		
12	Public Officers' Advance Account			
12.1	Compliance to the limitations	Complied		
12.2	Conducting a time analysis on the outstanding loan balances.			
12.3	Settling the outstanding loan balances existing for more than one year.			
13	Common Deposit Account			
13.1	Taking action as per FR 571 on the expired deposit.			
13.2	Maintain and update the control account for the common deposit.			
14	Imprest Account			
14.1	Transferring the finance book deposit to the Treasury Operations Department by the end of the year under review.			
14.2	Settling the Adhoc Sub Imprest issued as per FR 371 within a one month period after the completion of the said task.			

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
14.3	The ad-hoc sub imprest had been issued exceeding the limit approved as per F.R.371			
14.4	Reconciling the balance of the imprest account with the Treasury books.			
15	Income Account			
15.1	Making re-payments from the accumulated income as per the relevant regulations.			
15.2	Crediting the accumulated accounts directly to the income without crediting to the deposit account.			
15.3	Submitting the outstanding income reports to the Auditor General as per FR 176.			
16	Human Resources Management			
16.1	Maintaining the staff within the limits of the approved staff.	Complied		
16.2	Providing duty lists to all the staff members in writing.	Complied		
16.3	As per MSD Circular No. 04/2017 dated 20.09.2017 submitting all the reports to the Management Services Department.	Complied		
17	Providing information to the Public			
17.1	An information officer has been appointed and a proper register of information is maintained and update in terms of Right to information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided via the website or alternative measures and it been facilitated to public to post appreciations/ allegation	Complied		
17.3	Submitting reports annually or bi-annually as per Sections 08 and 10 of the RTI Act.			
18	Implementing citizens charter			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018 (1) of Ministry of Public Administration and Management	Complied		

No.	Related Requirement	Compliance Status (Comply/Not comply)	If not complied with, brief explanation	Rectification Action suggested to prevent any non-compliance in future
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular			
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018			
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular			
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responding to Audit Paragraphs			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		