



Annual Performance Report for the year 2021

Department of Fisheries & Aquatic Resources

Maligawatta, Colombo 10

Expenditure Head No: 290

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01. Institutional Profile

1.1. Introduction

The main role of the Department of Fisheries and Aquatic Resources is to implement the Fisheries (Foreign Fishing Vessels) Act No. 59 of 1979, the Fisheries and Aquatic Resources Act No. 02 of 1996 and the Regulations made thereunder and also to introduce amendments and new Regulations to be made in keeping with the current developments and international maritime laws and conventions.

Also, introduction of new technology for the development of the fisheries industry, improvement to the infrastructure facilities required to minimize post-harvest losses, making improvement related to the protection of the condition and quality of fish products for export and domestic consumption, and improvement in social and economic status of the fisher families and provision of incentives for the fisher women have also become the activities of top priority.

1.2. Vision, mission and purpose of the organization

1.2.1. Vision

Optimal contribution to the national economy by strengthening socio-economic status of the fisher community while maintaining the sustainability of fisheries and aquatic resources.

1.2.2. Mission

Management of fisheries and aquatic resources by adopting new technological methods in accordance with national and international maritime laws and conventions to make an effective contribution to the Sri Lankan economy through the sustainable development of the fisheries industry.

1.2.3. Purpose

- Management, regularization, conservation and sustainable development of fisheries in accordance with local and international maritime laws and conventions.
- Encourage local and foreign investment in the fisheries sector.
- Introduction of new technology for exploitation of fishery resources in local and international seas.
- Improving socio-economic status of the fisher community.
- Ensuring the quality and safety of exporting fish products in accordance with international standards.
- Minimizing post-harvest losses and improving the quality of local fish products.
- To ensure that the fishing operations are carried out in compliance with the international covenants and regional conventions.
- Operation of port services in terms of the Implementation of Port State Measures.
- Monitoring and ensuring the security of fishing vessels engaged in High Seas Fishing Operations.

- Provision of optimum service for fisher folks and the other clients via online by means of Information Technology.
- Availability of data and information pertaining to the fisheries sector via online quickly and accurately by means of Information Technology.

1.3. Main Functions

- Formulation, imposition, updating and implementation of Fisheries Operations Regulations.
- Formulation, imposition, updating and implementation of Fisheries Management Regulations.
- Formulation, imposition, updating and implementation of Regulations, Aquaculture Management Regulations.
- Registration of fishing vessels and issuance of fishing operation licences.
- Issue of permits for the export of live fish.
- Issuing fish landing permits for foreign fishing vessels.
- Improving awareness on fisheries management among the fisher families.
- Coordination of institutional credit facilities for obtaining capital goods.
- Registration, regulation and supervision of boat building companies.
- Registration, regulation and supervision of fisheries input suppliers.
- Providing guidance to bring the fisheries cooperative societies to an efficient level.
- Coordination and monitoring of regional fisheries organizations established under the National Fisheries Federation.
- Collection of data related to the fisheries industry.
- Repatriation of fishermen and fishing boats arrested by foreign countries.
- Repatriation of fishermen and fishing boats stranded at sea.
- Quality inspection of exporting fish.
- Registration of fish processing establishments and issue of health certificates for fish export.
- Upgrading the standard of local fish sale outlets.
- Installation of VMS devices on multiday fishing boats engaged in High Seas fishing operations.
- Providing radio communication facilities between the fishing vessels and the land.
- Obtaining reports on fishing boats which are involved in border crossings
- Providing daily weather reports and weather advisories on a daily basis.
- Making aware of fishing boats based on the information given by VMS.
- Making the respective institutions aware of illegal foreign fishing vessels and fishermen.
- Taking action to provide licenses and call signs for communication purposes of fishing boats.
- Substantiation of information for insurance in case of accidents encountered by fishermen and fishing crafts.
- Taking action to save fishing boats adrift in international maritime boundaries.
- Conducting training programmes for the vocational education of the members of fisher families.
- Fisheries social security through the implementation of fishermen's insurance and pension schemes.

- Implementation of lagoon development programmes and infrastructure development in fishery villages.
- Implementation of alternative income generating programmes for fisher women.

1.4. Organization Structure

The Department of Fisheries and Aquatic Resources, which functions under the Ministry of Fisheries and Aquatic Resources Development, is administered by a Director General. An Additional Director General has also been appointed to carry out these functions in a more effective and efficient manner. The activities of the Head Office are divided into 09 divisions considering the ease of planning, implementation and monitoring of the functions of the Department.

That is,

1. Fisheries Management Division
2. Fisheries Development Division
3. Fisheries Product Quality Control Division
4. Fisheries Operations Division
5. Investigation and Training Division
6. Information Technology Division
7. Administration Division
8. Accounts Division
9. Internal Audit Division

These divisions are headed by seven directors, the Chief Accountant and the Chief Internal Auditor.

There are 15 District Fisheries Offices covering the coastal districts of the Island and the activities of each district are carried out under the direction of the Deputy / Assistant Director of Fisheries of the District.

There are 133 Fisheries Inspection Divisions in the districts covering the coastal areas.

A Fisheries Inspector's Office has been established in each of these Fisheries Inspection Divisions. Fisheries Inspector, Fisheries Social Development Assistant, Fisheries Resource Management Assistant, Development Officer and Fisheries Officer carry out all fisheries activities in these Fisheries Inspection Divisions.

Also, 20 Regional Monitoring, Control and Surveillance Centers have been set up in the vicinity of fishing harbors and radio officers are deployed day and night at these centers. These MCS Centers have maintained a 24-hour radio communication link between fishing vessels and land vessels engaged in the deep sea fishing industry. It also provides weather forecasts and advisories to vessels on a daily basis, as well as boat owners' messages and fishermen's messages. Further, all necessary arrangements will be made for distress messages received from fishing vessels from that time until the completion of the work. All these activities are coordinated by the Monitoring, Control and Surveillance Centre in the Head Office, Colombo.

In addition, offices have been set up at 15 fishery harbours located in 07 districts. The officials of the Department attached to those places carry out activities such as inspection of

vessels departing the fishery harbours day and night, registration of and permitting the departure, obtaining log entries pertaining to the trip of boats arriving at the harbour, checking fish production accordingly, preparation of reports for the fish ready for export and providing them to the buyers, taking statements in case illegal, unreported and unregulated fishing has occurred, delivering the log entries and statements taken to the Head Office via Fax or E-mail and preparation of alternative monitoring reports..etc.

Chapter-02- Progress and the Future Outlook

2.1. Special Achievements,

1. In compliance with existing laws relating to vessel monitoring equipment in the year 2021;

Cancellation of vessel departure.	138
Referral for Legal Action	28

2. Progress on the violation of Sections 14 (a) and 14 (e) from January to December 2021

Offence committed	No.of investigations commenced	No.of investigations completed	No.of investigations pending	Prosecutions in the court	No.of cases referred to the panel of experts /mediation	Payment of fines
Engaging in fishing operations in another country	33	33	-	13	22	126,66666.00
Carrying out fishing operations without licence	21	21	21	21	21	200,000/=
Log fines	-	-	-	01	-	25,000.00

3. Parliamentary approval has been received for 2 Regulation made under the Fisheries and Aquatic Resources Act.

- ❖ Issuance of Certificate of Competence for Skippers (Local Fishing Board) Regulations, 2019.
- ❖ The Fish and Fishery Products, Exports, Import and Re-export Management (Amendment) Regulations 2017.

4. Two (02) draft bills for making amendments to the Fisheries and Aquatic Resources Act have been submitted to get the approval of the Cabinet of Ministers.

- Amendment to the Fisheries and Aquatic Resources Act No.02 of 1996.
- Amendment to the Fisheries and Aquatic Resources Act No.02 of 1996 Introducing Trolling Fishing Grounds.

5. Four Regulations and Orders made under the Fisheries and Aquatic Resources Act have been submitted to the Hon. Minister for approval.

- The Madel (Beach Seine) Regulations (Amendment) 1984 (Regarding the Kalametiya Fisheries Harbour)
- Blue Swimming Crab Fishing Operation Regulations
- Fisheries (Gill Net Fishing in Sri Lanka Waters) Regulations,2021
- Export of Cultured Marine Organisms on Artificial Substrates Regulations

6. Regulations and Orders published by the Gazette Extraordinary

- ❖ Fish and Fishery Products Export, Import and Reexport Management (Amendment) Regulations-2017
- ❖ Fisheries (Imposition of Fees) Regulations-2021
- ❖ Order of Nandikadal Lagoon designated as a Fisheries Management Area
- ❖ Order of Panakala Lagoon designated as a Fisheries Management Area
- ❖ Order of Panama Lagoon designated as a Fisheries Management Area
- ❖ Order of Lankapatuna-Ullakalle (Illankaithrai Mugaththuvaram) designated as a fishery Management Area
- ❖ Order of Chalai Lagoon designated as a Fisheries Management Area
- ❖ Order of Nasivanthive Lagoon designated as a Fisheries Management Area

7. Five Bills to amend the Fisheries and Aquatic Resources Act have been referred to the Legal Draftsman's Department for approval.

- ❖ Recreational Fishery Management Regulations
- ❖ Registration of Fishing Boats Regulations- 1980
- ❖ Issue of Fisherman Identity Card Regulations-2021
- ❖ Departure and Arrival of Mechanized Fishing Boats Regulations
- ❖ Implementation of Satellite Based Vessel Monitoring System (VMS) for Fishing Boats Operating in High Seas Regulations-2015 (Amendment)

8. Drafted Acts

- ❖ Amendment to the Fisheries and Aquatic Resources Act No. 02 of 1996, inclusion of provisions in relation to illegal activities and increase of penalties against the persons obstructing the powers of authorized officers.

9. Regulations drafted under the Fisheries and Aquatic Resources Act

- ❖ High Seas Fishing Operations (Amendment) Regulations No.1 of 2014
- ❖ Formalization of Fish Handling and Distribution of Fish Regulations
- ❖ Incorporation of Fisheries Societies

10. Regulations passed in Parliament

- ❖ Fisheries (Imposition of Fees) Regulations

11. Number of permits issued for the export of sea food

• Export of ornamental fish.	1557
• Export of chank.	45
• Export of beach de mer.	142
• Health certificates for seafood export	41163
• Number of Fish catch certificates	28805
• Number of registered fish processing establishments	50
• Number of Registered Fish Packaging Centers	14

12. Progress of Information Technology

- Printing of about 6000 Fisheries Identity Cards only by using 100% resources of the Department.
- The department's website won the first place in the Sinhala Website category and a special award in the Government Website Category in the Bestweb.lk competition held to select the best websites in Sri Lanka.
- Performance of duties have been commenced using Network Software (MSDFAR), through which it has been able to successfully complete 45265 registrations (Fishermen's Registrations), 166 Yard Registrations, 1535 Boat Design Approvals, 6950 Boat Number Registrations, 4590 Boat Registrations, 4485 Renewal of Boat Registration, 5520 Issue of Operations Licences, 870 Renewals of Operations Licences, 1600 insertions of Scientific Data, 779 Skipper Registrations and 5 fish catch certificates by now.
- Introduction of open source operating systems to about 40 new computers in the Department

13. Release and repatriation of fishermen and vessels arrested in foreign countries

Number of fishermen arrested	Number of fishermen released	Number of boats arrested	Number of vessels released
156	113	24	18

14. Rescue of fishing vessels stranded in local waters, high seas and waters of foreign countries

Number of rescued fishermen	Number of rescued vessels	Number of abandoned vessels
303	63	07

15. Verification of information on fishing vessels carrying out fishing operations at High Seas

1	Number of log copies received by the unit relevant to the fishing operations at High Seas	2157
2	Number of verification report issued regarding operations	2157
3	Number of log copies inserted into the log database	41076

16. Progress of providing services by means of information technology.

1.	Providing fishing trips for vessels via online	61451
2.	Registration of AIS equipment legally	8790
3.	Number of vessel photographic records maintained for IOTC requirements	3072

17. Compensation for Natural Disasters

This program is being implemented by the Department of Fisheries and Aquatic Resources in coordination with the National Insurance Trust Fund, for which no any premium is charged from the beneficiary. In the event of a death of a fisherman by natural hazards while engaging in fishing activities, his dependents will be provided with an insurance cover of Rupees One Million under this. In the year 2021, insurance compensations have been granted to 6 beneficiary families.

Dheewara Surekum Insurance

This insurance scheme was commenced in the year 2019 with a private insurance company in collaboration with the Department of Fisheries and Aquatic Resources and its annual premium is Rs.1348.00. This provides an insurance cover of Rupees One Million for family member in case of accidental death of fishermen while Rs.250,00 in case of accidental death of fishermen. At present about 450 beneficiaries have been compensated under this insurance cover.

Placing of structures made out of discarded vehicles to increase fish stock within the coastal sea

Under the budgetary allocation of the Department of Fisheries and Aquatic Resources for the year 2021, Rs. 10 million has been allocated for the improvement of marine ecosystems in the coastal sea areas, and under the provisions of the Ministry of Fisheries, Rs.20.2 million has been allocated under the Habitat Improvement Project for the increase in fish stock in the coastal area with the total allocation of Rs.30.2 million for the project.

The project of creating artificial fish habitats in the coastal sea areas by making use of discarded buses and decommissioned fishing boats with the view to increasing fish stock in coastal sea was implemented in Galle, Nilwella Matara and in Jaffna areas under the budgetary allocations in 2021.

The project was implemented in Galle with 24 buses and the second phase was implemented as a joint venture with the Navy of Matara Nilwella Maritime Museum, for which a discarded bus was provided by the Department and also as the third phase, this was implemented around Karaitivu Islands in Jaffna.

The cost of the relevant buses was decided by a Committee of the Ministry of Transport and cost is added for transporting such buses on the land. In this case, taking prior estimates cannot be done so that shipping of inputs to the project site was done according to the method of submission of payment bills for the Sri Lanka Navy Ship Sayura at the agreed prices according to the time elapsed after the completion of the relevant operations.

Accordingly, the total value of bills received by us is that of Rs. 29,398,906. In the year 2021, the bills amounting to Rs. 29.39 million have been settled by the provisions of the Departments and Ministry.

18. Pilot project to provide necessary equipment for selected women engaged in the dried fish industry for high quality production.

It was proposed to provide necessary equipment for the women engaged in dried fish production as a pilot project in selected districts incurring Rs. 4 million out of the provisions allocated to strengthen the members of the Fisheries Women's Societies under the Head of 'Empowering the Fisheries Community' provided by the Ministry of Fisheries in 2021. Since the said amount was not adequate, an additional Rs. 2.5 million has been provided for this project out of Rs. 8 million allocated for the implementation of technical and training programs in fisheries activities for the youths through Ocean University. Thus, a total allocation of Rs. 6.5 million has been received for this project.

Accordingly, measures were taken to provide the following set of kits and to select beneficiaries from the districts according to the methods mentioned in the project report.

Equipment	Beneficiaries
Fish drying table manufactured by Cey-Nor Foundation	Jaffna 30
1 plastic barrel (250L)	Mannar 10
Two Knives (Length 8- Blade Width from 5 '' to 2''	Negombo 10
Length 10- Blade Width from 6 '' width 3'' to 4'')	Matara 20

Accordingly, the above mentioned equipment has been delivered to the respective district offices.

19. Facilitating to minimize fish post-harvest losses.

At present, out of the total fish production in Sri Lanka 70% is contributed to the local market and another 7% to the export market. Similarly, due to the non-practice of correct fish handling methods, it has been estimated that approximately 20%-30% fish harvest is lost by fish post-harvest losses. Therefore, attention should be paid to make the fishermen aware of correct fish handling methods and to provide them with necessary facilities aiming at supplying high quality fish production to the market by minimizing post-harvest losses.

A sum of Rs .8 million was allocated for this undertaking. In addition to that, a sum of Rs.0.5 million was allocated out of Rs.8 million which had been provided for the implementation of Technological and Training programmes on Fisheries for the youths at Ocean University and another Rs.one million was provided out of Rs.6 million which had been allocated for restructuring of non-functioning fisheries cooperative societies, and accordingly the total amount allocated for the project is Rs.9.5 million.

Accordingly, subject to obtaining a community contribution of 25% of the value of the packaging boxes, the maximum number of packaging boxes available for purchase with the relevant amount were procured from Cey-Nor Foundation Ltd. as per the Cabinet Memorandum c / ppr (14) 2016 in the relevant project proposal. However, due to the difficulty of obtaining the raw material, the maximum of only 49 boxes were supplied by Cey-Nor in the year 2021 and the same was initially awarded to the 49 persons who provided 25 % of community contribution.

20. Installation of Fish Aggregation Devices for 10 coastal fishing grounds

A sum of Rs.10 million was allocated for the project to create fish aggregation devices by using artificial concrete structures in order to increase the fish stock in coastal waters and having done the procurement process in accordance with the Government Procurement Guidelines, bids were offered to the State Engineering Corporation on 10.12.2021 informing to commence the work within 14 days.

21. Increase of Lagoon Fish Stock

4 million of shrimp fingerlings have been stocked in Thondaman Aru Lagoon in Jaffna district at a cost of Rs. 2.2 millions of allocations. Another 1.5 million shrimp fingerlings have been stocked in Batticaloa Lagoon by incurring a sum of Rs.0825 million. Up to now, 465 beneficiaries have been identified from Thondaman Aru Lagoon while another 500 beneficiaries from Batticaloa Lagoon

22. Sea Bass Culture

27500 sea bass fingerlings have been stocked in Puttalam Lagoon.

23. Lagoon Development

- **Demarcation of Lagoon Boundaries.**

A sum of Rs. 11 million has been allocated for the demarcation of lagoon boundaries and so far the Department of Civil Defense has fixed 5288 demarcation posts at Arugambay, Lankapatuna, Chilaw, Mundalama, Rekawa and Kokilai lagoons.

- **Cleaning and Deepening of Lagoons**

The National Aquatic Resources Research Agency (NARA) has prepared an Initial Environmental Examination (IEE) report related to the fisheries industry in the Nandikadal Lagoon in the District of Mullaitivu , of which the first technical committee meeting has also been held. Further, preparation of the report on the development of fisheries industry in Nayaru Lagoon has been completed by the National Aquatic Resources Research Agency.

- **Lagoon Management**

Fifteen Lagoon Management Committees of Kokilai Lagoon have been reorganized.

24. Improvement to the infrastructure facilities.

An allocation of Rs.29.98 million has been released for 31 projects in Jaffna and Matara districts

2.2.Challenges

1. Inability to provide stable internet facilities for all the officers.
2. Backwardness of some officers in the use of new technology.
3. Nonfunctioning of considerable number of tabs provided for the officers.
4. Difficulty for the officers to perform their duties due to the existing corona epidemic

2.3. Future Goals

1. Introduction of an operating system to the staff of the Department.
2. Providing basic computer knowledge for the staff of the Department.
3. Introduction of an electronic identity card to 15000 fishermen.
4. Activation of e-log application for fishermen regarding 10,000 trips.
5. Introduction of R Statistical Language for the analysis of data.
6. Introduction of electronic library system.
7. Introduction of Inventory Management System.

Chapter 03. Overall Financial Performance for the Year ended 31st December 2021

3.1 Statement of Financial Performance

Statement of Financial Performance **For the period ended 31st December 2021**

Budget 2021		Note	Actual		
			2021	2020	
-	Revenue Receipts		64,606,538	43,562,801	
-	Income Tax		-	-	
52,000,000.00	Taxes on Domestic Goods & Services	2	64,606,538	43,562,801	ACA-1
-	Taxes on International Trade	3	-	-	
-	Non-Tax Revenue & Others	4	-	-	
52,000,000.00	Total Revenue Receipts (A)		64,606,538	43,562,801	
-	Non-Revenue Receipts		-	-	
-	Treasury Imprests		573,350,000	730,183,000	ACA -3
-	Deposits		90,955,567	41,355,220	ACA -4
-	Advance Accounts		25,827,415	22,264,578	ACA -5/5(J)
-	Other Receipts		-	-	
-	Total Non-Revenue Receipts (B)		690,132,982	793,802,798	
-	Total Revenue Receipts & Non-Revenue Receipts C = (A)+(B)		754,739,520	837,365,599	
-	Treasury Remittances (D)		-	-	
-	Net Revenue Receipts & Non-Revenue Receipts E=(C)-(D)		754,739,520	837,365,599	
	Less: Expenditure				
-	Recurrent Expenditure		-	-	
481,500,000	Wages, Salaries & Other Employment Benefits	5	478,469,247	439,220,420	ACA -2(ii)
102,200,000	Other Goods & Services	6	125,584,942	96,206,556	
68,500,000	Subsidies, Grants and Transfers	7	89,164,831	209,906,037	
-	Interest Payments	8	-	-	
800,000	Other Recurrent Expenditure	9	291,865	-	
653,000,000	Total Recurrent Expenditure (F)		693,510,884	745,333,013	


Capital Expenditure					
58,000,000	Rehabilitation & Improvement to Capital Assets	10	19,038,819	11,697,941	} ACA - 2(ii)
28,000,000	Acquisition of Capital Assets	11	16,574,347	17,152,913	
-	Capital Transfers	12	-	24,215,000	
-	Acquisition of Financial Assets	13	-	-	
1,500,000	Capacity Building	14	1,008,204	966,535	
19,500,000	Other Capital Expenditure	15	9,464,704	18,466,230	
107,000,000	Total Capital Expenditure (G)		46,086,075	72,498,619	
	Deposit Payments		50,840,892	35,244,629	ACA - 4
	Advance Payments		17,319,666	15,802,039	ACA - 5
	Other Main Ledger Payments				
	Total Main Ledger Expenditure (H)		68,160,558	51,046,668	
	Total Expenditure I= (F+G+H)		807,757,517	868,878,300	
	Balance as at 31 st December J=(E-I)		(53,017,997)	(31,512,701)	
	Balance as per the Imprest Adjustment Statement		53,017,997	-	ACA - 7
-	Imprest Balance as at 31 st December H = (C-G)		(0)	-	ACA - 8

3.3 Statement of Financial Position**Statement of Financial Position
As at 31st December 2021**

	Note	Actual	
		2021 Rs.	2020 Rs.
Non-Financial Assets			
Property, Plant & Equipment	ACA -6	1,069,868,735	778,299,720
Financial Assets			
Advance Accounts	ACA -5/5(A)	74,868,092	83,375,840
Cash & Cash Equivalents	ACA -3	-	-
Total Assets		1,44,736,827	861,675,560
Net Assets / Equity			
Net Assets		(19,601,070)	29,021,354
Property, Plant & Equipment Reserve		1,069,868,735	778,299,720
Rent and Work Advance Reserve	ACA -5(B)	-	-
Current Liabilities			
Deposits Accounts	ACA -4	94,469,162	54,354,486
Imprest Balance	ACA-3	-	-
Total Liabilities		1,44,736,827	861,675,560

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from ...07... to ...44... and Notes to accounts presented in pages from 42... to 58... 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 : 23/02/22


 Accounting Officer
 Name :
 Designation :
 Date :


 Chief Financial Officer/ Chief Accountant/
 Director (Finance)/ Commissioner (Finance)
 Name :
 Date : 2022/02/22

R.M.I. Rathnayake
 Secretary
 Ministry of Fisheries
 2nd Floor, New Secretariat Building,
 Maligawatta, Colombo 10.

Susantha Kahawatta
 Director General
 Department of Fisheries & Aquatic Resources

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3.4. Cash Flow Statement

ACA-C

Cash Flow Statement
For the period ended 31st December 2021

	Actual	
	2021 Rs.	2020 Rs.
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	64,606,538	43,562,801
Fees, Fines, Penalties and Licenses		
Profit		
Non Revenue Receipts	-	2,278,945
Revenue Collected for the Other Heads	56,924,943	39,677,867
Imprest Received	573,350,000	730,183,000
Recoveries from Advance	22,477,692	16,985,553
Deposit Received	90,955,567	41,355,220
Total Cash generated from Operations (a)	808,314,740	874,043,387
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	591,115,241	528,024,503
Subsidies & Transfer Payments	82,229,303	209,272,800
Expenditure on Other Heads	35,221,114	14,206,784
Imprest Settlement to Treasury	-	2,278,945
Advance Payments	12,809,200	10,319,377
Deposit Payments	50,840,892	35,244,629
Total Cash disbursed for Operations (b)	772,215,751	799,347,038
NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(A)-(B)	36,098,989	74,696,349
<u>Cash Flow from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investment Activities (D)	-	-
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of other Investment	36,098,989	74,696,349
Total Cash disbursed for Investment Activities (E)	36,098,989	74,696,349

NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(D)-(E)	(36,098,989)	(74,696,349)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C)+(F)	(0)	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	-	-
Net Movement in Cash (K) = (G) +(J)	0)	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

3.5 Notes to the Financial Statements

Reporting Basis

1) Reporting period

The reporting period for these Financial Statements is from 01st January to 31st December 2021.

2) Basis of Measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

3) Recognition of Revenue

Exchange and non-exchange revenues are recognized on the cash receipts during the accounting period irrespective of taxable period.

4) Recognition and Measurement of Property, Plant and Equipment (PP&E)

An item of Property, Plant and Equipment is recognized when it is probable that future economic benefit associated with the assets will flow to the entity and the cost of the assets can be reliably measured.

5) Property, Plant and Equipment Reserve

This revaluation reserve account is the corresponding account of PP&E.

6) Cash and Cash Equivalents

Cash & cash equivalents include local currency notes and coins on hand as at 31st December 2020.

3.6 Performance of the Revenue Collection

Rs. ,000

Revenue Cord	Description of the Revenue Cord	Revenue Estimate		Revenue Collected	
		Original Estimate (Rs.)	Revised Estimate (Rs.)	Amount (Rs.)	As a % of Final Revenue Estimate
10.03.07.06	License Fee collected by the Department of Fisheries and Aquatic Resources	52,000,000	43,000,000	64,606,538	150.2

3.7 Performance of Utilization of Allocation

Type of Allocation	Allocation		Actual Expenditure	Utilization of allocation as a % of Final Allocation
	Original Allocation	Original Allocation		
Recurrent	653,000,000	704,219,000	693,510,884	98
Capital	107,000,000	107,000,000	46,086,075	43
	760,000,000	811,219,000	739,596,959	91.2

3.8 In terms of F.R.208 grant of allocations for expenditure to this Department/District Secretariat/Provincial Council as an agent of the other Ministries/Departments

Serial No.	Allocation received from Which Ministry / Department	Purpose the Allocation	Allocation		Actual Expenditure	Utilization of allocation as a % of Final Allocation
			Original Allocation	Final Allocation		
-02-151 -64-03 2509	Ministry of Fisheries	lagoon Development Programe	19,666,324	19,666,324	9,347,688	47.5
-02-151 -02-03 2202	Ministry of Fisheries	Marking the Lagoon boundaries	48,000,000	32,100,000	23,707,048	73.9
-02-151 -05-03 2506	Ministry of Fisheries	Increasing the fish stock in the lagoons.	26,500,000	26,500,000	4,680,152	17.7

3.9 Performance of the Reporting of Non-Financial Assets

Asset Code	Code Description	Balance as per Board of Survey Report as at 31.12.2020	Balance as per the Financial Position Report as at 31.12.2020	Yet to be accounted	Reporting progress as%
9151	Buildings & Structures	421,250,590	421,250,590		
9151	Dwellings	53,250,000	53,250,000		
9152	Vehicles	94,550,933	94,550,933		
9152	Machineries	193,883,769	193,883,769		
9153	Land	286,513,000	286,513,000		
9154	Intangible Assets	20,420,443	20,420,443		
9155	Biological assets	-	-		
9160	Work in progress	-	-		
9180	Leasing assets	-	-		

The value is not shown according to the inventory report. According to the fixed asset register, the balance is as above.

3.10 Auditor General's Report

Auditor General's Report is shown at the end of this report.

04. Performance Indicators

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

Specific Indicators	Actual output as a Percentage (%) of the expected output		
	100% - 90%	89% - 75%	74% - 50%
1. Granting approval for fish processing establishments and testing laboratories	√		
2. Issue of health certificates pertaining to EU countries	√		
3. Issue of fish catch certificates	√		
4. Issue of health certificates pertaining Non-EU countries			√
5. Inspection of fish processing establishments.			√
6. Inspection of packaging centers	√		
7. Inspection of lobster holding centers.			√
8. Sample tests from prawn farms (Antibiotics, pesticide residues, malachite green etc.)	√		
9. Random organoleptic checks of exportable fish			√
10. Inspection of shrimp farms			√
11. Installation, maintenance, uninstallation as and when required, and reinstallation of VMS devices on multi-day fishing vessels involving in High Seas fishing operations.	√		
12. Training of officers in the VMS Division and its related divisions.	√		
13. Obtaining reports under the following details at 7:00 am, 2:00 pm and 10:00 pm.	√		
14. Obtaining reports on harbor arrivals and maps of each boat.	√		
15. Obtaining reports on fishing vessels approaching harbour limit within 48km buffer zone.	√		
16. Obtaining reports on fishing boats involved in border crossings	√		
17. Obtaining reports on departure fishing vessels.	√		
18. Obtaining BAPTO reports	√		
19. Obtaining power down reports of its interior battery of the fishing boats.	√		
20. Obtaining power up reports	√		
21. Obtaining reports on silent vessels during time horizon.	√		
22. Providing locations of all the updated vessels to the High Seas Unit.	√		

Specific Indicators	Actual output as a Percentage (%) of the expected output		
	100% - 90%	89% - 75%	74% - 50%
23. Tracking down distress fishing crafts and providing relevant details to the MCS unit.	√		
24. Obtaining and managing information of fishing vessels engaged in High Seas fishing operations.	√		
25. Verification of information of fishing vessels engaged in High Seas fishing operations.	√		
26. Inserting log reports into the database and managing of them	√		
27. Investigating into the information and taking legal action	√		
28. Providing radio communication facilities between the fishing vessels and the land	√		
29. Taking action to provide license and call signs for communication purposes in fishing vessels.	√		
30. Substantiation of information for insurance in accidents faced by fishermen and fishing crafts	√		
31. Rescue of fishermen and fishing boats arrested in foreign countries and repatriation of them.	√		
32. Taking action to save fishing boats adrift in international maritime boundaries.	√		
33. Providing communication facilities for small and one- day fishing crafts and making the fisher community aware of the same.	√		
34. Provision of daily weather reports and weather advisories on a daily basis.	√		
35. Make aware of the boats as per the information provided by VMS	√		
36. Making the relevant institutions aware of unauthorized foreign fishing vessels and fishermen.	√		
37. Rescue of fishermen and fishing boats that encounter with accidents.	√		
38. Submission of periodical reports to international institutions such as Indian Ocean Tuna Commission (IOTC) Food and Agricultural Organization (FAO) European Commission (EC) and represent Sri Lanka at the annual meetings.	√		
39. Inspection of institutes engaged in exporting, keeping in possession and selling of lobsters	√		
40. Inspection of fish products and processing establishments			√
41. Random inspection of violating fishing law			√
42. Registration of fishing vessels	√		
43. Issue of High Seas fishing operation licenses	√		
44. Issue of skipper licenses	√		

Specific Indicators	Actual output as a Percentage (%) of the expected output		
	100% - 90%	89% - 75%	74% - 50%
45. Issue of licenses for the export of ornamental fish	√		
46. Issue of licenses for the import of ornamental fish	√		
47. Issue of licenses for the reexport of ornamental fish	√		
48. Issue of permits for keeping in possession, transport and export of spiny lobsters	√		
49. Issue of permits for transport and keeping Chanks in possession	√		
50. Issue of licenses for the export of lobsters	√		
51. Issue of permits for the export of Chanks.	√		
52. Issue of permits for the collection and transport of dead sea shells and production of fancy goods. export	√		
53. Registration for the import of fish and fishery products	√		
54. Registration for the export of fish and fishery products	√		
55. Registration for the reexport of fish and fishery products		√	
56. Issue of permits for keeping chicoreus ramosus flesh in possession, sale, exhibition and transport of them.	√		
57. Issue of permits for export of chicoreus ramosus flesh	√		
58. Issue of permits for the transport, keep in possession and exhibition of dead sea shells	√		
59. Lagoon Development			√
• Demarcation of lagoon boundaries			
• Cleaning and deepening of lagoons			√
• Lagoon management			√
• Improvement to the infrastructure facilities			√
• Increase of lagoon fish stock	√		
• Sea bass culture			√
60. Ensuring the safety of fishing vessels (fishermen)	√		
61. Compensating for natural accidents	√		
62. Dheewara Surakum Insurance (Personal Insurance)	√		
63. Placing of structures made out of discarded vehicles to increase fish stock within the coastal sea	√		

Specific Indicators	Actual output as a Percentage (%) of the expected output		
	100% - 90%	89% - 75%	74% - 50%
64. A pilot project for the provision of necessary equipment for the selected women engaged in the dried fish industry to derive high quality production		√	
65. Facilitating to minimize fish post-harvest losses		√	
66. Installation of FAD on 10 coastal fisheries grounds			√
67. Providing the staff of the Department of Fisheries and Aquatic Resources with Software training.		√	
68. Training in providing basic knowledge on information technology for the staff.		√	
69. Introduction of an electronic identity card to the fishermen		√	
70. Implementing an e-log application for fishermen		√	
71. Introduction of “R” statistical language for data analysis	√		
72. Inventory Management System			√

Chapter 05. Performance of the achieving Sustainable Development Goals (SDG)

05.1 Indicate the relevant sustainable development goals.

Goal/ Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0%-49%	50% - 74%	75% - 100%
Enforcing Fisheries and Aquatic Resources Act and engaging the fisher community within the said legal framework correctly so as to direct the local fishing boats to take non-IIU fish to the local and foreign market as well.		Enabling the local fishermen to export fishery products to the foreign market at a high price as a result of getting the European fish ban lifted		√	
Development and regulation of fisheries sector by means of efficient and environmental friendly technological methods thereby increasing fish production and upgrading socio-economic condition of fisher folks	Placing of structures made out of discarded Vehicles to increase fish stock within the coastal sea..				√
	The pilot project for the supply of necessary equipment to the selected women engaged in dried fish production to derive high quality production.				√
	Facilitating to minimize fish post-harvest fish losses.				√
	Deployment of FADs for 10 nearshore fishing grounds				√

5.2 Briefly explain the achievements and challenges of the Sustainable Development Goals.

In order to achieve the sustainable development goals, various insurance schemes (New Emergency Insurance, Divi Sayura Insurance) were implemented on behalf of the fishermen with the objective of ensuring social and economic security of fisher families.

As another special project, the lagoon development program was implemented to conserve the lagoons while sustainably managing the lagoon ecosystems, as well as to uplift the living standards of its associated community. Also, various infrastructure development programs were implemented in line with strengthening fisher community, under which seventy (70) dried fish producing equipment sets were granted to the fisher women in order to empower them with the objective of upgrading socio-economic status of fisher families. Further, fishers were educated about the correct fish handling methods, as well as 49 fish packaging boxes were provided for them specially focusing attention towards giving facilities necessary for the fishermen for the purpose of providing high quality fish production to the market by minimizing fish post-harvest losses.

The project to increase artificial fish habitats in coastal waters by using discarded buses, rail compartments and condemned vessels was launched in Galle, Nilwella Matara and Jaffna areas under budgetary allocation in 2021 aiming at increasing fish population in nearshore waters.

➤ Achievements

- Although it was not possible to perform duties in a normal manner due to the corona epidemic (COVID-19) in the country, the duties could be carried out using technology.
- Training programmes were conducted via online.
- The activities such as investigations and analysis were carried out by means of distance platform.
- To restore the fish market by way of bringing back the fish distribution chain that was disrupted in the face of COVID 19 in the country.
- Enabled to maintain the fisheries industry and export fish to the foreign market.
- Although the fish consumption came to stand still due to COVID pandemic, it was able to reestablish the fish consumption by encouraging the relevant sections and educating the consumers.

➤ Challenges

- Dropped the revenue level as a result of collapsing the fish market in the face of COVID 19 pandemic.
- Finding it difficult to restore industries associated with the fisheries industry.

Chapter 06-Human Resources Profile

6.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
Senior	51	35	-
Territory	28	11	-
Secondary	756	588	-
Primary	106	92	-

06.2 Briefly State how the shortage or excess in human resources has been affected to the performance of the institute.

As a result of the vacancies existing in the Department, it has become impossible to assign duties, due to which difficulties have arisen in carrying out the duties effectively and efficiently in order to achieve the set objectives of the institution.

06.3 Human Resources Development

Internal Training Programmes

Name of the programme	No. of employees trained	Duration of the programme and No. of programmes	Participants	Total investment (Rs.)	Output/knowledge obtained
Awareness programmes for the relevant parties about the Fisheries law in order to combat illegal activities committed by using fishing boats. (VMS)	12	01 day 01 Programme	Officers of the Navy	7146.50	Provided the knowledge about the relevant scope for the officers
Awareness programmes for the relevant parties about the Fisheries law in order to combat illegal activities committed by using fishing boats. (Resource Personal Service)	183	07 days-07 Programmes-	Coast Guards Officials /Police Officers	-	Provided the knowledge about the relevant scope for the officers

Name of the programme	No. of employees trained	Duration of the programme and No. of programmes	Participants	Total investment (Rs.)	Output/knowledge obtained
Installing Network Software and Fingerprint Machine	160	09 days-07 programmes	Fisheries Officers, Harbour Officers/Fisheries Inspectors	200,825.00	Provided the knowledge about the relevant scope for the officers
Staff Training-2021 (Online)	920	Days-44 Programmes-44	Executive Officers/Fisheries Officers, Harbour Officers /Fisheries Inspectors /Development Officers/Management Assistants /Office Employees	96,000.00	Provided the knowledge about the relevant scope for the officers
Tamil Language course pertaining to the proficiency in official language (200 hrs)	18	Days—01 Programmes-	Executive Officers	---	Provided the knowledge about the relevant scope for the officers
Induction training for the new Legal Assistants (Online)	18	Days-04 Programmes-01	Legal Assistants	80,000.00	
Training programs on collecting scientific data on fish	46	02 days 01 programme	Fisheries Inspectors and Fisheries Officers collecting scientific data	278,035.00	
Training programs conducted by the Ocean University	130	days	Fisheries Inspectors/Fishers folks in northern province	495,750.00	Provided the knowledge about the relevant scope for the officers
Awareness program on higher education	02	10 days 01 programme	Fisheries Officer	--	Provided the knowledge about the relevant scope for the officers
Total No. of Training and Awareness Programmes conducted in 2021					67
Number of officers who participated in training and awareness programmes					1636
Total expenditure incurred for Training and Awareness Programmes (Rs.)					1,157,756.50

Directing the officers to the training programmes conducted at outside institutions

Name of the course	Name of the institute	Division	Participants	Duration of the programme(days)	Entire investment (Rs)	Output/knowledge obtained
Online work shop on Government Payroll System (Online)	Miloda Academy of Financial Studies	Accounts Division/Internal Audit Division	Public Management Assistants	02	Rs.15,000.00	Gained the knowledge about the relevant subject
Keeping and maintenance of assets relevant to property / equipment (online)	Skill Development Fund	Administrati on Division	Public Management Assistants	02	Rs.3500.00	Gained the knowledge about the relevant subject
Work shop on preparation of project proposals	Sri Lanka Foundati on Institute	Information & Technology Division/Operations Division/Quality Control Division/Management Division	Fisheries Officers/ Development Officer /Fisheries Inspectors /Public Management Assistants	02	Rs.39,500.00	Gained the knowledge about the relevant subject
Work shop on the management of personal files	Sri Lanka Foundati on Institute	Administrati on Division/Internal Audit Division	Public Management Assistants	01	Rs.11,400.00	Gained the knowledge about the relevant subject
Work shop on preparation of project proposals (Online)	Miloda Academy of Financial Studies	Operations Division/Management Division	Assistant director/Fi sheries Officer/De velopment Officer	01	Rs.8000.00	Gained the knowledge about the relevant subject

Name of the course	Name of the institute	Division	Participants	Duration of the programme(days)	Entire investment (Rs)	Output/knowledge obtained
Certificate Course in Public Sector Disciplinary Procedure	Distance Learning Centre	Information Technology Division/Quality Control Division/Internal Audit Division/Management Division/Investigation and Training Division/District Fisheries Office-Matara.	Deputy/Assistant Director	10	Rs.228,000.00	Gained the knowledge about the relevant subject
Basic use of Excel	Miloda Academy of Financial Studies	Development Division	Development Officer	02	Rs.10,500.00	Gained the knowledge about the relevant subject
Awareness on Access	Miloda Academy of Financial Studies	Development Division/Information Technology Division/Management Division	Information Technology Assistants/Development Assistants/Fisheries Inspectors	01	Rs.10,000.00	Gained the knowledge about the relevant subject
No.of training programmes conducted at outside institutions						08
Number of officers directed to outside institutions for training						33
Total expenditure incurred for training programmes at outside institutions						325,900.00

Inspection of district offices and affiliated offices carried out during the year 2021.

- Office inspection was carried out at 11 District Fisheries Offices covering Galle, Mannar, Tangalle, Kilinochchi, Matara, Negombo, Dehiwala, Jaffna, Kalutara, Mahawewa and Puttalam in the year 2019 and office inspection in Trincomalee, Mullaitivu, Kalmunai and Batticaloa districts had been planned to be carried out in 2020.
- Due to the COVID-19 pandemic prevailing in the country, it was difficult to visit the District Fisheries Offices in Trincomalee, Mullaitivu, Kalmunai and Batticaloa in 2020 and 2021 to conduct office inspections by involving more officers for carrying out the duties.

Contribution of the training programmes towards the performance of the institution.

- It is very important to direct public officers for capacity development programmes provided by the institute for the development of their knowledge, attitude in relation to their official functions.
- Special attention has been focused to direct officers for training and awareness programmes under this.
- Such programmes will be carried out by making the officers participate in the Department and in the other institutions as well.
- These programmes provide opportunities enabling the officers to carry out the duties assigned to them according to the duty lists creatively and in a practical manner. Also, such programmes will pave the way for strengthening relationship with the other institutions as well.
- Accordingly, these programs are aimed at developing the capacity of the officers, obtaining the active participation and support of the officers for the improvement of the institution and producing a group of officers equipped with knowledge and attitudes for the public service.

07. Compliance Report

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for non-Compliance	Corrective action proposed to avoid non – compliance in future
1	The Following Financial Statements/ accounts have been submitted on due date			
1.1	Annual financial statements	√		
1.2	Advance to public officers account	√		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	×	This is a service providing Department.	
1.4	Store Advance Accounts	×		
1.5	Special Advance Accounts	√		
1.6	Others	√		
2.	Maintenance of books and registers (FR.445)			
2.1	Fixed assets register has been maintained and update in term of Public Administration Circular 267/2018	√		
2.2	Personal emolument register/ personal emolument cards have been maintained and update	√		
2.3	Register of Audit Queries has been maintained and update	√		
2.4	Register of Internal Audit reports has been maintained and update	√		
2.5	All the monthly account summaries (CIGAS) ARE Prepared and submitted to the Treasury on due date	√		
2.6	Register for cheques and money orders has been maintained and update	√		
2.7	Inventory register has been maintained and update	√		
2.8	Stock Register has been maintained and update	√		
2.9	Register of losses has been maintained and update	√		
2.10	Commitment Register has been maintained and update	√		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for non-Compliance	Corrective action proposed to avoid non – compliance in future
2.11	Register of Counterfoil books (GA – N 20) has been maintained and update	√		
03	Delegation of function for financial control (FR 135)			
3.1	The financial authority has been delegated within the institute	√		
3.2	The delegation of financial authority has been communicated within the institute	√		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	√		
3.4	The controls have been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	√		
4	Preparation of Annual Plans			
4.1	The Annual action plan has been prepared	√		
4.2	The annual procurement plan has been prepared	√		
4.3	The annual Internal Audit plan has been prepared	√		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	√		
4.5	The annual cash flow has been prepared and submitted to the treasury Operations Department on time	√		
5	Audit Queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	√		
6	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in term of Financial Regulation 134 (2) DMA/ 1 - 2019	√		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for non-Compliance	Corrective action proposed to avoid non – compliance in future
6.2	All the internal audit reports have been replied within one month	X	Delay in receiving some replies	Appointment of an officer from each division by assigning responsibilities
6.3	Copies of all the internal audit report has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	√		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134(3)	√		
7	Audit and Management Committee			
7.1	Minimum 04 meeting of the Audit and Management Committee has been held during the year as per the DMA Circular I-2019	X	Three meeting s had to be held due to COVID-19 condition in the country.	
8	Asset Management			
8.1	The information about purchase of assets and disposals was submitted to the comptroller General’s office in terms of paragraph 07 of the Asset Management Circular No. 01/ 2017	√		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of the circular and the details of the nominated officer was sent to the Comptroller General’s office in terms of paragraph 13 of the aforesaid circular	√		
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in term of Public Finance Circular No.05/ 2016	√		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, action was carried out during the period specified in the circular	√		
8.5	The disposal of condemned articles had been carried out in term of FR 772	√		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for non-Compliance	Corrective action proposed to avoid non – compliance in future
9	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	√		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	√		
9.3	The vehicle logbooks had been maintained and updated	√		
9.4	The action has been taken in terms of F.R. 103, 104,109 And 110 with regard to every vehicle accident	√		
9.5	The fuel consumption of vehicle has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	√		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	√		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got them certified and forwarded for audit	√		
10.2	Settled the dormant accounts that had existed in the year under review or since previous year	√		
10.3	Action had been taken in term of Financial Regulations regarding balance that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and those balances been settled within one month	√		
11	Utilization of Provisions			
11.1	The provision allocated had been spent without exceeding the limit	√		
11.2	The liabilities not exceeding the provision that remained at the end of the year as per the FR 94 (1)	√		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for non-Compliance	Corrective action proposed to avoid non – compliance in future
12	Advance to Public Officers Account			
12.1	The limits had been complied with	√		
12.2	A age analysis had been done on the loans in arrears	√		
12.3	The loan balances in arrears for over one year had been settled	√		
13	General Deposit Account			
13.1	The action had been taken as per F.R. 571 in relation to disposal of lapsed deposits	√		
13.2	The control register for general deposits had been updated and maintained	√		
14	Impress Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	√		
14.2	The ad – hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task	√		
14.3	The ad – hoc sub imprests issued exceeding the limit approved as per F.R. 371	√		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	√		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	√		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	√		
15.3	Returns of arrears of revenue have been forwarded to the Auditor General in terms of FR 176	√		
16	Human Resources Management			
16.1	The staff had been maintained within the approved cadre	√	Vacancies exists in the post of	Action has been taken to recruit in the year 2021
16.2	Duty lists have been issued to all members of the staff in writing.	√		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for non-Compliance	Corrective action proposed to avoid non – compliance in future
16.3	All reports have been submitted to Management Services Department in terms of the Circular No. 04/2017 dated 20.09.2017.	√		
17	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulations	√		
17.2	Information about the institution has been provided through the website therein. It been facilitated the public to publish appreciations / level allegations via this website or alternative measures	√		
17.3	Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RIT Act	√		
18	Implementing Citizen's Charter			
18.1	A citizens charter/ citizens client's charter has been formulated and implemented by the institution in term of the circular number 05/2008 and 05/2018 (1) of the Ministry of Public Administration and Management	X		Being prepared for the year 2021
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	X		After being prepared relevant to the year 2021 an officer will be nominated
19	Preparation of the Human Resources plan			
19.1	A human resources plan has been prepared in terms of the format in Annexure 02 of public administration circular no. 02/2018 dated 24.01.2018	X		Being prepared for the year 2021
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	√		

No	Applicable Requirement	Compliance Status (Complied/ Not Complied)	Brief explanation for non-Compliance	Corrective action proposed to avoid 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	X		Taking action to prepare for the year 2021
19.4	A Senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs as per paragraph no. 6.5 of the aforesaid circular	√		An officer will be appointed by formulating a plan in 2021
20	Reponses Audit paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have rectified	√		