



වාර්ෂික කාර්ය සාධන වාර්තාව
வருடாந்த செயலாற்றுகை அறிக்கை
ANNUAL PERFORMANCE REPORT

2023

ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ

රාජ්‍ය සේවා කොමිෂන් සභාව

இலங்கை சனநாயக சோசலிசக் குடியரசின்
பகிரங்க சேவை ஆணைக்குழு

**PUBLIC SERVICE COMMISSION
OF
THE DEMOCRATIC SOCIALIST REPUBLIC**

ANNUAL PERFORMANCE REPORT FOR THE YEAR 2023

Name of the Institution :- Public Service Commission

Expenditure Head No. :- 06

Content

Chapter 01 - Institutional Profile/ Executive Summary

Chapter 02 - Progress and the Future Outlook

Chapter 03 - Overall Financial Performance of the year

Chapter 04 - Performance Indicators

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

Chapter 06 - Human Resource Profile

Chapter 07 - Compliance Report

Chapter 01 - Institutional Profile/ Executive Summary

Introduction

The Public Service Commission is appointed by the President in terms of Article 54(1) of the Constitution which reads as follows

“There shall be a Public Service Commission (in this chapter referred to as the “Commission”) which shall consist of nine members appointed by the President on the recommendation of the Constitutional Council, of whom not less than three members shall be persons who have had over fifteen years experience as a public officer. The President on the recommendation of the Constitutional Council shall appoint one member as its Chairman”.

A new Public Service Commission assumed office on 17.04.2023 for a term of three years

1.1. Vision, mission and objectives of the institution

Vision

DEDICATED PUBLIC SERVICE FOR THE NATION'S EXCELLENCE

Mission

TO ESTABLISH AND PROMOTE AN EFFICIENT, DISCIPLINED AND
CONTENTED PUBLIC SERVICE TO SERVE THE PUBLIC WITH
FAIRNESS, TRANSPARENCY AND CONSISTENCY

Objectives

TO EFFICIENTLY DISCHARGE THE SERVICE MATTERS OF THE CLIENTS
MAINTAINING OPTIMUM PERFORMANCE

1.2. Major functions

- 01.** Providing input to policy decision making.
- 02.** Formulation of Service Minutes, Scheme of Transfers for each service of the public service and formulation of the Schemes of Recruitment, Schemes of Promotion and Schemes of Transfer for each post not belonging to services.
- 03.** Determining matters relating to recruitments, confirmation in service and promotions in accordance with the approved Service Minutes/ Schemes of Recruitment/ Schemes of Promotion as well as determining the appeals against the decisions made by the Health Service Committee and Education Service Committee pertaining to appointments and promotions of staff officers of senior level and the Supra Grade of the Tertiary level.
- 04.** Defending decisions of the PSC in the appeals submitted to the Administrative Appeals Tribunal against the orders/ decisions of the Public Service Commission.
- 05.** Submitting observations to Hon. Attorney General with respect to applications filed in the Supreme Court and the Court of Appeal.
- 06.** Determining disciplinary matters of public officers coming under the disciplinary control of the Public Service Commission.
- 07.** Determining appeals submitted to the Public Service Commission by the public officers aggrieved by orders and decisions of authorities holding delegated power, in accordance with Article 58 (1) of the Constitution.

Chapter 02 – Progress and the Future Outlook

02.1 Progress

02.1.1 Functions

The following functions have been fulfilled by the each division during the year 2023

Establishments Division

Formulation of new Schemes of Recruitment	08
Formulation of new Schemes of Transfer	08
Formulation of new Schemes of Promotion	04
Amendments to Schemes of Recruitment	31
Amendments to Service Minutes	11
Amendments to Schemes of Transfer	15
Amendments to Schemes of Promotion	04
Determining Policy matters	134
Other Matters	146
Requests for deviations from Service Minutes in exceptional cases	03
Requests for deviations from Schemes of Recruitment in exceptional cases	15
Requests for deviations from Schemes of Promotion in exceptional cases	23
Delegation of powers/ Delegation of Administrative functions	10
Submission of observations on Supreme Court Applications	03
Submission of observations on Court of Appeal Applications	12
Submission of observations on Appeals of Administrative Appeals Tribunal	01
Submission of reports to the Ombudsman	33
Submission of observations to the Cabinet of Ministers on policy matters	05
Implementation of the decisions of the Administrative Appeals Tribunal	
Issuance of Circulars	<u>02</u>
Total	<u>468</u>

Disciplinary Division

Determining of disciplinary matters (Following the Preliminary Inquiry Report/ Comprehensive Answer)	04
Issuance of charge sheets	72
Amendment to charge sheets	15
Appointment of Disciplinary Inquiry Officers	34
Revision of the Panel of Inquiry Officers	11
Exoneration from charges	12
Providing instructions on disciplinary matters	56
Other disciplinary punishmentsDismissals/ Other punishments	33
Conversion of retirement under disciplinary grounds to normal retirement	09
Interdiction	11
Retirement under Section 12 of the Minutes on Pensions	10
Transfers on Disciplinary grounds	06
Retirement from service	09
Granting concurrence to grant of foreign leave to officers subjected to disciplinary activities	03
Reinstatement in service	07
Rejection of appeals from the orders of the Education Service and Health Service Committees and the orders of the Provincial Public Service Commission relating to education officers	18
Allowing appeals from the orders of the Education Service and Health Service Committees and the orders of the Provincial Public Service Commission relating to education authorities	08
Rejection of appeals from Vacation of Post Orders	07
Registration in the Pool of Disciplinary Inquiry Officers	04
Other orders	176
	<u>505</u>

Appointments Division

Retirements	18
Confirmation of appointments	414
Recruitment	251
Appointment to Posts	03
Appointment to posts in terms of P.S.C. Circular 2/2022	150
Reemployment on contract basis	369
Decisions on efficiency bars concession requests	346
Appointment to act/attend to duties	1,112
Release	137
Resignation	78
Absorption	26
Other requests relating to appointments	207
Other requests	07
	<hr/>
	<u>3,118</u>

Promotions Division

Promotion from Grade to Grade	1,274
Promotion by Selection	1,040
Appointment to Posts	456
Appointment to act/ attending to duties (Post of Divisional Secretary)	131
	<hr/>
	<u>2,901</u>

Appeals Division

Appeals received from 01.01.2023 to 31.12.2023	1,978
Number of appeals for which observations and recommendations were called from the Authorities holding delegated power during the period from 01.01.2023 to 31.12.2023 (Including pending appeals brought forward from the previous years)	387
Number of Appeals determined from 01.01.2023 to 31.12.2023 (Including the appeals brought forward from the previous years)	2,014

Details of appeals determined

Appeals regarding disciplinary matters	201
Appeals regarding promotions	55
Appeals regarding vacation of post notices	388
Appeals regarding transfers	1,016
Appeals regarding appointments	6
Appeals regarding interdictions	69
Other	249
Appeals regarding Termination of Probationary Appointments	<u>30</u>
Total	<u>2,014</u>

Operations Division

- Preparation of annual action plan
- Supervision and updating of the Document Management System which has been developed for document management in the Commission. Further development of the System and proper maintenance.
- Reviewing the progress of the management service officers and staff officers in each division of the Commission and submission of relevant reports to the Secretary and the Commission.
- Updating the website of the office, publishing Commission orders on the website and responding to the requests of the officers and the members of the general public received through the website.
- Coordination to expedite determination of the outstanding issues in personal management in Ministries and Departments falling under the purview of the Public Service Commission holding meetings with the stakeholders and preparation of meeting minutes.
- Citizens Charter – Preparation of the time frame to perform tasks assigned to each Division.
- Collection of cadre information of each Ministry and Department.
- Forward the files submitted by the Appointments, Promotions and Establishments Divisions to the Commission through the Additional Secretary (Establishments)
- Make the Chairman and Secretary to the Public Service Commission aware of the newspaper articles published in the daily newspapers related to the subjects that fall under the purview of the Public Service Commission.

Education Service Committee

Disciplinary

Issuance of charge sheets	03
Amendment to charge sheets	01
Retirement (Under Section 12 of the Minutes on Pensions)	14
Making final disciplinary orders	03
Appointment of prosecuting / defending	05
Appointment of Inquiry Officers	02
Interdiction	04
Conversion of retirement on disciplinary grounds into normal retirement	02
Reinstatement	04
Other orders	49
	<u>87</u>

Appointments and Promotions

Recruitment and related matters	59
Confirmation of appointments	136
Promotion	482
Release	21
Absorption	09
Decisions on requests for Efficiency bars concessions	110
Appointment to posts	66
Transfer	77
Resignations	01
Acting Appointments	02
Granting approval for retirement under P.A. Circular 30/88	05
Other orders	<u>11</u>
	<u>979</u>

Health Service Committee

Appointments	2337
Issuance of letters of appointment to Medical Officers appointed before 2017 including who had not received formal letters of appointment due to administrative delays	37
Retirement	27
Confirmation of appointments	867
Promotion	2,721
Release	68
Transfer	5,349
Appeals against transfer	189
Decisions on Efficiency Bars concession requests	93
Resignation	227
Release from service	45
Acting / Attending to duties appointment	09
Recruitment on contract basis	32
Reference of cases to the Ministry to take action under Second Schedule or the Summary Disciplinary Procedure	06
Issuance of charge sheets	21
Amendments to charge sheets	14
Appointment of Formal Disciplinary Inquiry Officers/Prosecution Officers/Defending Officers	69
Exoneration from charges – Following the Formal Disciplinary Inquiry	05
Interdiction	02
Compulsary retirement	01
Send on compulsory retirement and reinstatement in service	01
Retirement under Section 12 of the Minutes on Pensions	01
Approval/ Covering approval for transfers on disciplinary matters	01
Final disciplinary orders	73
Other decisions relating to disciplinary matters	96
Vacation Of Post - reinstatement of service	12
Vacation Of Post - Refusal of appeals	01
	<hr/>
	<u>12,304</u>

02.1.2 Action taken under the Right to Information Act No. 12 of 2016

The duties carried out by each division with regard to the information requested under the Right to Information Act No. 12 of 2016 during the year 2023, are as follows.

Division	Number of instances responding to requests under RTI
Establishments Division	38
Disciplinary Division	37
Appointments Division	53
Health Service Committee	06
Total	134

02.1.3 Complaints lodged in the Public Petitions Committee , cases filed in the Supreme Court and Court of Appeal and appeals filed in the Administrative Appeals Tribunal.

Written observations have been submitted for the following cases from each division and appeared for appeals filed in the Administrative Appeals Tribunal and complaints made to the Public Petitions Committees, during the year 2023.

Division	Supreme Court Cases	Court of Appeal Cases	District Court Cases	Magistrate Court Cases	Appeals in the Administrative Appeals Tribunal	Complaints to the Committee on Public Petitions
Establishments	25	07	-	-	21	9
Disciplinary	18	07	02	01	87	-
Health Service Committee	06	01	-	-	-	-
Appointment	38	14	-	-	94	-
Promotion	28	05	-	-	82	-
Appeals	58	-	-	-	450	36
Total	173	34	02	01	734	45

02.1.4. Special achievements,

Not applicable

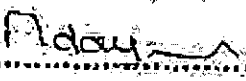
02.2 Future Outlook

02.2.1 Challenges

- I. Delays are caused when making decisions of the Public Service Commission due to delays in submitting information in the relevant formats or in submission of incomplete information by the relevant Ministries and Departments in dealing with matters pertaining to formulation of Schemes of Recruitment and Service Minutes and matters pertaining to appointments, promotions, disciplinary matters and determining appeals referred to the Public Service Commission.
- II. Problems occur when granting concessions to public officers aggrieved due to failure of relevant authorities to hold the Efficiency Bar Examinations as prescribed in the Service Minutes and Schemes of Recruitment formulated in terms of the Public Administration Circular 06/ 2006.
- III. Occurrence of problems when implementing some decisions made by the Administrative Appeals Tribunal on appeals which contravene the provisions in the Public Service Commission Procedural Rules, Establishments Code and the relevant circulars.
- IV. Increase of the cadres of the Public Service without considering the actual service requirements and the cost to the government

02.2.2 Future Goals

- I. Formulation of the Volume II of the Procedural Rules of the Public Service Commission (Rules of Disciplinary Procedure)
- II. Prepare a formal procedure after reviewing the variability of procedures on granting promotions and antedating promotions under the present Scheme of Promotion in the Public Service


.....
C. A. O./ A. O./ Head of the Institution

W.H.M.M.C.K. Dayaratne
Secretary
Public Service Commission
No. 1200/9, Rajamaharaja Road,
Battaramulla

Chapter 03 - Overall Financial Performance for the Year ended 31st December 2023

3.1 Statement of Financial Performance

ACA -F

Statement of Financial Performance
for the period ended 31.12.2023

Revised Budget allocations 2023 Rs.	Note	Actual		
		2023 Rs.	2022 Rs.	
-	Revenue Receipts	-	-	
-	Income Tax	-	-	} ACA -1
-	Taxes on Domestic Goods & Services	-	-	
-	Taxes on International Trade	-	-	
-	Non Tax Revenue & other	-	-	
-	Total Revenue Receipts (A)	-	-	
-	Non Revenue Receipts	-	-	
-	Treasury Imprests	272,282,000	270,607,000	ACA -3
-	Deposits	314,356	182,467	ACA -4
-	Advance Accounts	15,937,170	13,949,867	ACA -5
-	Other Main Ledger Receipts	-	-	
-	Total Non Revenue Receipts (B)	288,533,526	284,739,334	
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)	288,533,526	284,739,334	
	Imprests to the Treasury (D)	5,000,000	-	
	Net Revenue Receipts and Non Revenue Receipts E = (C)-(D)	283,533,526	284,739,334	
	Less: Expenditure			
-	Recurrent Expenditure	-	-	} ACA -2(ii)
223,760,000	Wages, Salaries & Other Employment Benefits	193,777,436	212,333,131	
93,340,000	Other Goods & Services	75,550,019	62,593,270	

2,000,000	Subsidies, Grants and Transfers	7	1,574,083	1,802,746	
-	Interest Payments	8	-	-	
-	Other Recurrent Expenditure	9	-	-	
<u>319,100,000</u>	Total Recurrent Expenditure (F)		<u>270,901,538</u>	<u>276,729,147</u>	
	Capital Expenditure				
2,000,000	Rehabilitation & Improvement of Capital Assets	10	1,496,041	615,004	} ACA -2(ii)
9,100,000	Acquisition of Capital Assets	11	8,505,118	9,167,486	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
2,000,000	Capacity Building	14	1,555,700	630,180	
-	Other Capital Expenditure	15	-	-	
<u>13,100,000</u>	Total Capital Expenditure (G)		<u>11,556,859</u>	<u>10,412,670</u>	
	Deposit Payments		360,735	135,176	ACA -4
	Advance Payment		13,934,912	6,548,467	ACA -5
	Other Main Ledger Payments		-	-	
	Main Ledger Expenditure (H)		<u>14,295,647</u>	<u>6,683,643</u>	
	Total Expenditure I = (F+G+H)		<u>296,754,044</u>	<u>293,825,460</u>	
<u>-</u>	Balance as at 31st December J = (E-I)		<u>(13,220,518)</u>	<u>(9,086,126)</u>	
	Balance as per the Imprest Reconciliation Statement		(13,220,518)	(9,086,126)	ACA -7
	Imprest Balance as at 31st December		(13,220,518)	(9,086,126)	ACA -3

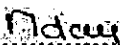
3.3 Statement of Financial Position


Statement of Financial Position As at 31st December 2023

	Note	Actual 2023 Rs.	2022 Rs.
Non Financial Assets			
Property, Plant & Equipment	ACA-6	871,881,158	854,113,318
Financial Assets			
Advance Accounts	ACA-5/5(A)	32,359,405	34,361,663
Cash & Cash Equivalents	ACA-3	-	-
Total Assets		904,240,563	888,474,981
Net Assets / Equity			
Net Worth to Treasury		32,303,803	34,259,682
Property, Plant & Equipment Reserve		871,881,158	854,113,318
Rent and Work Advance Reserve	ACA-5(B)	-	-
Current Liabilities			
Deposits Accounts	ACA-4	55,602	101,981
Imprest Balance	ACA-3	-	-
Total Liabilities		904,240,563	888,474,981

Account information submitted from page numbers...19.....to ...51..... in Forms ACA 1 to ACA 7 and the details of account notes included from Annex no...52.... to no...59.....are also part of this final account itself. These financial statements have been prepared in accordance with generally accepted accounting principles and have used the most appropriate accounting policies as disclosed in the notes to the financial statements. It is hereby certified that the figures mentioned in the above final account, the related notes on the account and other accounting information have been compared with the Treasury books of accounts and we are in agreement with the said figures.

We hereby certify that an effective internal control system for financial control is available within the reporting Institute and that periodic reviews are conducted to monitor the effectiveness of the internal control system for financial control and accordingly to introduce changes as necessary for the effective implementation of those systems.


 Chief Accounting Officer
 Name: **W.H.M.M. C.K. Dayaratne**
 Designation: **Secretary**
 Date: **30.05.2023**
Public Service Commission
No. 1200/9, Rajamalwatta Road,
Battaramulla.


 Chief Financial Officer/
 Chief Accountant/ Director (Finance)/
 Designation: **K. Renuka**
 Date: **30.05.2023**
Accountant
Public Service Commission
No. 1200/9, Rajamalwatta Road
Battaramulla.

3.4 Statement of Cash Flows

ACA-C

Statement of Cash Flows for the Period ended by 31st December 2023

	Actual	
	2023 Rs.	2022 Rs.
<u>Cash Flows from Operating Activities</u>		-
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue collected for other Heads	12,384,441	9,534,266
Imprest Received	272,282,000	270,607,000
Recoveries from Advance	10,468,034	11,478,834
Deposit Received	314,356	182,467
Total Cash generated from Operations (a)	295,448,831	291,802,567
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	262,781,794	275,870,123
Subsidies & Transfers	1,574,083	1,802,746
Expenditure made on other Heads of Expenditure	409,627	333,836
Imprest settlement to Treasury	5,000,000	0
Advance Payments	13,773,763	4,511,722
Deposit Payments	360,735	135,176
Cash flow disbursed for operations (b)	283,900,003	282,653,603
NET CASH FLOW FROM OPERATING ACTIVITIES (c) = (a) - (b)	11,548,829	9,148,964
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	8,030	18,522
Recoveries from On Lending	-	-
Cash flow generated from Investing Activities (d)	8,030	18,522

<u>Less - Cash disbursed for:</u>		
Capital Expenditure	11,556,859	9,167,486
Total Cash disbursed for Investing Activities (e)	11,556,859	9,167,486
NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(d)-(e)	(11,548,829)	(9,148,964)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (g) = (c) + (f)	(0)	(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 flow disbursed for Financing Activities (i)	-	-
CASH FLOW FROM FINANCING ACTIVITIES (j)=(h)-(i)	-	-
Net Movement in Cash (k) = (g) - (j)	(0)	(0)
Opening Cash Balance as at 01st of January	-	-
Closing Cash Balance as at 31st of December	(0)	(0)

3.5 Notes to the Financial Statements

3.6 Performance of the Revenue Collection

Rs.,000

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original Estimate	Final Estimate	Amount (Rs.)	As a % of Final Revenue Estimate
Not Applicable					

3.7 Performance of the Utilization of Allocation

Rs. ,000

Type of Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	319,100	319,100	270,902	85%
Capital	13,100	13,100	11,557	88%

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

Rs. ,000

Serial No.	Allocation Received from Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
01	Pension Department	Settlement of the Balance in the Advance Account B	54	54	54	100%
02.	Department of Multipurpose Development Task Force	Payment of salaries for Multipurpose Development Assistants	356	356	356	100%

3.9 Performance of the Reporting of Non-Financial Assets

Rs. ,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2023	Balance as per Financial Position Report as at 31.12.2023	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	571,439	571,439	-	100
9152	Machinery and Equipment	219,942	219,942	-	100
9153	Land	80,500	80,500	-	100
9154	Intangible Assets	-	-	-	-
9155	Biological Assets	-	-	-	-
9160	Work in Progress	-	-	-	-
9180	Lease Assets	-	-	-	-



ජාතික විගණන කාර්යාලය
தேசிய கணக்காய்வு அலுவலகம்
NATIONAL AUDIT OFFICE



මගේ අංකය } PIC/B/PSC/2/23/ 25
 අංශුව මග. }
 My No. }

ඔබේ අංකය }
 අංශුව මග. }
 Your No. }

දිනය } 2024 මැයි 30 දින.
 දින }
 Date }

ලේකම්,
 රාජ්‍ය සේවා කොමිෂන් සභාව.

ශීර්ෂය - 006 රාජ්‍ය සේවා කොමිෂන් සභාවේ 2023 දෙසැම්බර් 31 දිනෙන් අවසන් වර්ෂය සඳහා වූ මූල්‍ය ප්‍රකාශන පිළිබඳව 2018 අංක 19 දරන ජාතික විගණන පනතේ 11(1) වගන්තිය ප්‍රකාරව විගණකාධිපති සම්පිණ්ඩන වාර්තාව.

1. මූල්‍ය ප්‍රකාශන

1.1 මතය

ශීර්ෂය - 006 රාජ්‍ය සේවා කොමිෂන් සභාවේ 2023 දෙසැම්බර් 31 දිනට මූල්‍ය තත්ත්ව ප්‍රකාශනය, එදිනෙන් අවසන් වර්ෂය සඳහා වූ මූල්‍ය කාර්යසාධන ප්‍රකාශය හා මුදල් ප්‍රවාහ ප්‍රකාශනය හා ප්‍රමාණාත්මක ගිණුම්කරණ ප්‍රතිපත්තිවලට අදාළ තොරතුරු ද ඇතුළත් මූල්‍ය ප්‍රකාශනවලට අදාළ සටහන්වලින් සමන්විත 2023 දෙසැම්බර් 31 දිනෙන් අවසන් වර්ෂය සඳහා වූ මූල්‍ය ප්‍රකාශන, 2018 අංක 19 දරන ජාතික විගණන පනතේ විධිවිධාන සමඟ සංයෝජිතව කියවිය යුතු ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආණ්ඩුක්‍රම ව්‍යවස්ථාවේ 154(1) ව්‍යවස්ථාවේ ඇතුළත් විධිවිධාන ප්‍රකාර මාගේ විධානය යටතේ විගණනය කරන ලදී. 2018 අංක 19 දරන ජාතික විගණන පනතේ 11(1) වගන්තිය ප්‍රකාරව කොමිෂන් සභාව වෙත ඉදිරිපත් කරනු ලබන මෙම මූල්‍ය ප්‍රකාශන පිළිබඳව මාගේ අදහස් දැක්වීම් හා නිරීක්ෂණයන් මෙම වාර්තාවේ සඳහන් වේ. 2018 අංක 19 දරන ජාතික විගණන පනතේ 11(2) වගන්තිය ප්‍රකාරව ප්‍රධාන ගණන් දීමේ නිලධාරී වෙත වාර්ෂික විස්තරාත්මක කළමනාකරණ විගණන වාර්තාව යථා කාලයේදී නිකුත් කරනු ලැබේ. ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආණ්ඩුක්‍රම ව්‍යවස්ථාවේ 154(6) ව්‍යවස්ථාව සමඟ සංයෝජිතව කියවිය යුතු 2018 අංක 19 දරන ජාතික විගණන පනතේ 10 වගන්තිය ප්‍රකාරව ඉදිරිපත් කළ යුතු විගණකාධිපති වාර්තාව යථා කාලයේදී පාර්ලිමේන්තුව වෙත ඉදිරිපත් කරනු ලැබේ.





රාජ්‍ය සේවා කොමිෂන් සභාවේ මූල්‍ය ප්‍රකාශනවලින් 2023 දෙසැම්බර් 31 දිනට රාජ්‍ය සේවා කොමිෂන් සභාවේ මූල්‍ය තත්ත්වය සහ එදිනෙන් අවසන් වර්ෂය සඳහා මූල්‍ය කාර්යසාධනය හා මුදල් ප්‍රවාහ ප්‍රකාශය පොදුවේ පිළිගත් ගිණුම්කරණ මූලධර්මවලට අනුකූලව සත්‍ය හා සාධාරණ තත්ත්වයක් පිළිබිඹු කරන බව මා දරන්නා වූ මතය වේ.

1.2 මතය සඳහා පදනම

ශ්‍රී ලංකා විගණන ප්‍රමිතීන්ට (ශ්‍රී.ලා.වි.ප්‍ර) අනුකූලව මා විගණනය සිදු කරන ලදී. මෙම විගණන ප්‍රමිතීන් යටතේ වූ මාගේ වගකීම, මෙම වාර්තාවේ මූල්‍ය ප්‍රකාශන විගණනය සම්බන්ධයෙන් විගණකගේ වගකීම යන කොටසේ තවදුරටත් විස්තර කර ඇත. මාගේ මතය සඳහා පදනමක් සැපයීම උදෙසා මා විසින් ලබා ගෙන ඇති විගණන සාක්ෂි ප්‍රමාණවත් සහ උචිත බව මාගේ විශ්වාසයයි.

1.3 මූල්‍ය ප්‍රකාශන සම්බන්ධයෙන් ප්‍රධාන ගණන්දීමේ නිලධාරීගේ වගකීම

පොදුවේ පිළිගත් ගිණුම්කරණ මූලධර්මවලට අනුකූලව හා 2018 අංක 19 දරන ජාතික විගණන පනතේ 38 වගන්තියේ සඳහන් විධිවිධානවලට අනුකූලව සත්‍ය හා සාධාරණ තත්ත්වයක් පිළිබිඹු කෙරෙන පරිදි මූල්‍ය ප්‍රකාශන පිළියෙල කිරීම හා වංචා සහ වැරදි හේතුවෙන් ඇති විය හැකි ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශනයන්ගෙන් තොරව මූල්‍ය ප්‍රකාශන පිළියෙල කිරීමට හැකි වනු පිණිස අවශ්‍යවන අභ්‍යන්තර පාලනය තීරණය කිරීම ප්‍රධාන ගණන්දීමේ නිලධාරීගේ වගකීම වේ. 2018 අංක 19 දරන ජාතික විගණන පනතේ 16(1) වගන්තිය ප්‍රකාරව කොමිෂන් සභාව විසින් වාර්ෂික හා කාලීන මූල්‍ය ප්‍රකාශන පිළියෙල කිරීමට හැකිවන පරිදි ස්වකීය ආදායම්, වියදම්, වත්කම් හා බැරකම් පිළිබඳ නිසි පරිදි පොත්පත් හා වාර්තා පවත්වා ගෙන යා යුතුය.

ජාතික විගණන පනතේ 38(1)(ඇ) උප වගන්තිය ප්‍රකාරව කොමිෂන් සභාවේ මූල්‍ය පාලනය සඳහා සඵලදායී අභ්‍යන්තර පාලන පද්ධතියක් සකස් කර පවත්වා ගෙන යනු ලබන බවට ප්‍රධාන ගණන්දීමේ නිලධාරී සහතික විය යුතු අතර එම පද්ධතියේ සඵලදායීත්වය පිළිබඳව කලින් කල සමාලෝචනයක් සිදු කර ඒ අනුව පද්ධතිය ඵලදායී ලෙස කරගෙන යාමට අවශ්‍ය වෙනස්කම් සිදු කරනු ලැබිය යුතුය.



1.4 මූල්‍ය ප්‍රකාශන විගණනය පිළිබඳ විගණකගේ වගකීම

සමස්ථයක් ලෙස මූල්‍ය ප්‍රකාශන, වංචා හා වැරදි හේතුවෙන් ඇතිවන ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශයන්ගෙන් තොර බවට සාධාරණ තහවුරුවක් ලබාදීම සහ මාගේ මතය ඇතුළත් විගණන වාර්තාව නිකුත් කිරීම මාගේ අරමුණ වේ. සාධාරණ සහතිකවීම උසස් මට්ටමේ සහතිකවීමක් වන නමුත්, ශ්‍රී ලංකා විගණන ප්‍රමිති ප්‍රකාරව විගණනය සිදු කිරීමේදී එය සෑම විටම ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශයන් අනවරණය කර ගන්නා බවට වන තහවුරු කිරීමක් නොවනු ඇත. වංචා සහ වැරදි තනි හෝ සාමූහික ලෙස බලපෑම නිසා ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශනයන් ඇති විය හැකි අතර, එහි ප්‍රමාණාත්මක භාවය මෙම මූල්‍ය ප්‍රකාශන පදනම කර ගනිමින් පරිශීලකයන් විසින් ගනු ලබන ආර්ථික තීරණ කෙරෙහි වන බලපෑම මත රඳා පවතී.

ශ්‍රී ලංකා විගණන ප්‍රමිති ප්‍රකාරව විගණනයේ කොටසක් ලෙස මා විසින් විගණනයේදී වෘත්තීය විනිශ්චය සහ වෘත්තීය සැකවුහුඬුවන් යුතුව ක්‍රියා කරන ලදී. මා විසින් තවදුරටත්,

- ප්‍රකාශ කරන ලද විගණන මතයට පදනමක් සපයා ගැනීමේදී වංචා හෝ වැරදි හේතුවෙන් මූල්‍ය ප්‍රකාශනවල ඇති විය හැකි ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශයන් ඇතිවීමේ අවදානම හඳුනාගැනීම හා තක්සේරු කිරීම සඳහා අවස්ථාවෝචිතව උචිත විගණන පරිසාව සැලසුම කර ක්‍රියාත්මක කරන ලදී. වරදවා දැක්වීම් හේතුවෙන් සිදුවන ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශයන්ගෙන් සිදුවන බලපෑමට වඩා වංචාවකින් සිදුවන්නා වූ බලපෑම ප්‍රබල වන්නේ ඒවා දුස්සන්ධානයෙන්, ව්‍යාජ ලේඛන සැකසීමෙන්, වෙනත්වික මහඟුරීමෙන්, වරදවා දැක්වීමෙන් හෝ අභ්‍යන්තර සාලනයන් මත ඟුරීමෙන් වැනි හේතු නිසා වන බැවිනි.
- අභ්‍යන්තර සාලනයේ සරලදායීත්වය පිළිබඳව මතයක් ප්‍රකාශ කිරීමේ දඟසින් නොවුවද, අවස්ථාවෝචිතව උචිත විගණන පරිසාව සැලසුම කිරීම පිණිස අභ්‍යන්තර සාලනය පිළිබඳව අවබෝධයක් ලබා ගන්නා ලදී.
- හෙළිදරව් කිරීම් ඇතුළත් මූල්‍ය ප්‍රකාශනවල ව්‍යුහය සහ අන්තර්ගතය සඳහා පාදක වූ ගනුදෙනු හා සිද්ධීන් උචිත හා සාධාරණ අයුරින් මූල්‍ය ප්‍රකාශනවල ඇතුළත් බව ඇගයීම.
- මූල්‍ය ප්‍රකාශනවල ව්‍යුහය හා අන්තර්ගතය සඳහා පාදක වූ ගනුදෙනු හා සිද්ධීන් උචිත හා සාධාරණව ඇතුළත් වී ඇති බව සහ හෙළිදරව් කිරීම් ඇතුළත් මූල්‍ය ප්‍රකාශනවල සමස්ථ ඉදිරිපත් කිරීම අගයන ලදී.

මාගේ විගණනය තුළදී හඳුනාගත් වැදගත් විගණන සොයාගැනීම්, ප්‍රධාන අභ්‍යන්තර සාලන දුර්වලතා හා අනෙකුත් කරුණු පිළිබඳව ප්‍රධාන ගණන්දීමේ නිලධාරී දැනුවත් කරමි.





1.5 වෙනත් ජෛනික අවශ්‍යතා පිළිබඳ වාර්තාව

2018 අංක 19 දරන ජාතික විගණන පනතේ 6 (1) (ආ) වගන්තිය ප්‍රකාරව පහත සඳහන් කරුණු මත ප්‍රකාශ කරමි.

(අ) මූල්‍ය ප්‍රකාශන ඉකුත් වර්ෂය සමඟ අනුරූප වන බවට,

(ආ) ඉකුත් වර්ෂයට අදාළ මූල්‍ය ප්‍රකාශන පිළිබඳව මා විසින් කර තිබුණු නිර්දේශ ක්‍රියාත්මක කර තිබුණි.

2. මූල්‍ය සමාලෝචනය

2.1 වියදම් කළමනාකරණය

මුදල් රෙගුලාසි 50 ප්‍රකාරව වියදම් ඇස්තමේන්තු පිළියෙලි නොකිරීම හේතුවෙන් පුනරාවර්තන වැය විෂයයන් 05 ක හා මූලධන වැය විෂයයන් 04 ක එකතුව රු.30,130,931 ක් වූ අදාළ ප්‍රතිපාදනවලට රු.12,295,221 ක් වශයෙන් සියයට 22 සිට සියයට 100 දක්වා ඉතිරිවීම් පැවතුණි.

2.2 බැරකම් පිළිබඳ ප්‍රකාශය

2024 වර්ෂයේ ජනවාරි හා පෙබරවාරි මාසවල ගෙවීම් කර තිබුණු එකතුව රු.1,457,443 ක් වූ 2023 වර්ෂයට අදාළ වැය විෂයයන් 03 ක බැරකම් මු.රෙ.94 (2) සහ (3) ප්‍රකාරව බැරකම්වලට එළඹෙන ලද බැඳීම් ප්‍රකාශයේ දක්වා නොතිබුණි. ඉන් එක් වැය විෂයයක ප්‍රතිපාදන ඉතිරිය ඉක්මවීම රු.58,280 ක් වී තිබුණි.

3 මෙහෙයුම් සමාලෝචනය

3.1 කාර්යසාධනය

පහත නිරීක්ෂණයන් කරනු ලැබේ.

(අ) 2009 පෙබරවාරි 20 දිනැති අංක 1589/30 දරන ශ්‍රී ලංකා ප්‍රජාතන්ත්‍රවාදී සමාජවාදී ජනරජයේ අති විශේෂ ගැටළු පත්‍රය මගින් ප්‍රසිද්ධ කරන ලද රාජ්‍ය සේවා කොමිෂන් සභාවේ කාර්ය පටිපාටික රීතීන්හි 237 වන වගන්තිය ප්‍රකාරව, කොමිෂන් සභාව වෙත යොමුකළ අභියාචනයක් කොමිෂන් සභාව වෙත ලැබී, සඳාන මාරු සම්බන්ධයෙන් දින 15 ක් හා උසස් කිරීම් සම්බන්ධයෙන් දින 45 ක් ඇතුළත තීරණයක් කොමිෂන් සභාව විසින් ගනු ලැබිය යුතු වේ. එසේ වුවද නියැදි පරීක්ෂාවට ලක් කරන ලද 2015 වර්ෂයේ සිට 2021 වර්ෂය දක්වා කාලයේදී ලැබුණු ඉල්ලීම් වලට අදාළ අභියාචනා ලිපිගොනු 10 කින් ලිපිගොනු 04 කට අදාළ තීරණ 2024 ජනවාරි 22 දින වන විටත් ලබාදී නොතිබුණි.



අතර තීරණ ලබාදී තිබූ ලිපිගොනු 06 ක් සඳහා තීරණ ලබාදීමට අවුරුදු 01 සිට අවුරුදු 07 ක කාලයක් ගත කර තිබුණි.

(ආ) 2009 පෙබරවාරි 20 දිනැති අංක 1589/30 දරන කොමිෂන් සභාවේ කාර්ය පටිපාටික රීති අවලංගු කර නිකුත් කර තිබූ 2022 පෙබරවාරි 14 දිනැති අංක 2310/29 දරන කාර්ය පටිපාටික රීතින්වල උසස් කිරීම් සම්බන්ධයෙන් ලැබෙන අභියාචනා සඳහා තීරණ ලබා දීමේ කාලසීමාව දක්වා නොතිබුණි.

(ඇ) කොමිෂන් සභාවේ විනය පාලනයට යටත් නිලධාරීන්ගේ විනය සම්බන්ධයෙන් කටයුතු කිරීම කොමිෂන් සභාවේ එක් ප්‍රධාන කාර්යයක් වන අතර ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ආයතන සංග්‍රහයේ II කාණ්ඩයේ XLXIII පරිච්ඡේදය සම්බන්ධයෙන් නිකුත් කර ඇති 30/2019 දරන හා 2019 සැප්තැම්බර් 30 දිනැති රාජ්‍ය පරිපාලන චක්‍රලේඛය ප්‍රකාරව විධිමත් විනය පරීක්ෂණයක් ආරම්භ කර මාස 06 ක් ඇතුළත එය නිම කළ යුතු බව සඳහන් වුවද නියැදි විගණන පරීක්ෂණයට ලක් කළ විනය කටයුතු 08 ක එම ඉල්ලීම් ලැබී වසර 02 සිට වසර 04 දක්වා කාලයක් ගතවී තිබුණද 2024 පෙබරවාරි 24 දින වන විටත් එම විනය කටයුතු අවසන්ව නොතිබුණි.

3.2 වත්කම් කළමනාකරණය

කොමිෂන් සභාව සතු පිරිවැය රු.2,850,000 ක් වූ වාහනයක් 2020 වර්ෂයේ සිට විගණිත දිනය වූ 2024 මාර්තු 27 දින දක්වා ධාවනයෙන් තොරව පැවතුනි.

3.3 වාර්ෂික කාර්යසාධන වාර්තාව

සහන නිරීක්ෂණයන් කරනු ලැබේ.

(අ) කොමිෂන් සභාවේ සෞඛ්‍ය සේවා කමිටුව, ආයතන අංශය, විනය අංශය, පත්කිරීම් අංශය හා උසස් කිරීම් අංශය විසින් 2023 වර්ෂයේ සිදු කරන ලද කාර්යයන් සංඛ්‍යාව සමඟත් කාර්යසාධන වාර්තාවේ ඇතුළත් කර තිබූ අතර සමාලෝචිත වර්ෂය තුළ අංශයට ලැබුණු පැමිණිලි සංඛ්‍යාව, එම පැමිණිලි තුළින් නිම කළ ප්‍රමාණය සහ කඩදුරටත් ඉතිරිව පවතින ප්‍රමාණය යන තොරතුරු ඇතුළත් කර නොතිබුණි. ඒ අනුව 2023 කාර්යසාධන වාර්තාව තුළ 2023 වර්ෂයේ කාර්ය සාධන මට්ටම සලකා බැලීමට තරම් ප්‍රමාණවත් කරුණු ඇතුළත් කර නොතිබුණි.

(ආ) 2023 වර්ෂයේ අභියාචනා අංශයට ලැබුණු අභියාචනා ප්‍රමාණය ප්‍රමාණාත්මකව දක්වා තිබුණද, නිරීක්ෂණ හා නිර්දේශ සහිත වාර්තා කැඳවූ අභියාචනා ගණන සහ කටයුතු නිම කළ අභියාචනා ප්‍රමාණය ඉදිරිපත් කිරීමේදී එය සමාලෝචිත වර්ෂයේ සහ පෙර





වර්ෂයන්හි අභියාචනා ප්‍රමාණයද ඇතුළත්ව ඉදිරිපත් කර තිබුණු අතර එහි කාල විශ්ලේෂණයක් ඉදිරිපත් කර නොතිබුණි. එම හේතුවෙන් එම අංශයේ සමාලෝචන වර්ෂයේ කාර්යසාධන මට්ටම නිශ්චය කිරීමට ප්‍රමාණවත් තොරතුරු ඉදිරිපත් කර නොතිබුණි.

(ඇ) 2023 ත්‍රියාකාරී සැලැස්මේ ඉටු කිරීමට අපේක්ෂිත එක් එක් කාර්යයන්වල ඉලක්ක මගේ ලැබී තිබූ කාර්යයන් ප්‍රමාණය සඳහන් කර නොතිබියදී, කාර්යසාධන දර්ශක යටතේ අපේක්ෂිත නිමැවුමේ ප්‍රතිශතයක් ලෙස තත්‍ය නිමැවුම සියයට 100 න් සියයට 90 න් අතර ප්‍රතිශතයක් දක්වා තිබීම ගැටලුකාරී විය.

3.4 කළමනාකරණ දුර්වලතා

(අ) විනය පරීක්ෂණයක් සඳහා පත් කර තිබුණු පරීක්ෂණ නිලධාරියකු විසින් පරීක්ෂණ සැසි 03 ක් පවත්වා පරීක්ෂණ කටයුතු වලින් ඉවත්වී තිබුණු අතර පසුව නව විනය පරීක්ෂණ නිලධාරියකු පත් කර විනය පරීක්ෂණ කටයුතු මුල සිට ආරම්භ කර තිබියදී සිදු කළ විනය පරීක්ෂණ සැසිවාර 03 වෙනුවෙන් පෙර පරීක්ෂණ නිලධාරියාට කොමිසන් යභාව විසින් රු.20,252 ක් ගෙවා තිබුණි.

(ආ) සමාලෝචන වර්ෂයේ මිලදී ගැනීමට සැලසුම් කරන එක් එක් ප්‍රසම්පාදන අයිතම වර්ගය ප්‍රසම්පාදන සැලැස්මට ඇතුළත් කර නොතිබුණු අතර අයවැය ඇස්තමේන්තුවට එක් එක් මූලධන වැය විෂයය හා ඒ යටතේ සඳහන් අයවැයගත මුදල දක්වා තිබුණි. නවද සැලැස්මේ සේවා යටතේ සනිසාරක්ෂණ සේවා හා ආරක්ෂක සේවා සඳහා ඇස්තමේන්තුගත වියදම දක්වා නොතිබුණි.

4. යහපාලනය

4.1 අභ්‍යන්තර විගණනය


2018 අංක 19 දරන ජාතික විගණන පනතේ 40 වගන්තිය ප්‍රකාරව ප්‍රධාන ගණන්දීමේ නිලධාරී විසින් අභ්‍යන්තර විගණන කටයුතු සිදු කිරීම සඳහා සුදුසු විගණකවරයකු පත් කරනු ලැබිය යුතු වුවත්, 2023 ඔක්තෝබර් 03 දින සිට අභ්‍යන්තර විගණක තනතුර පුරප්පාඩුව පැවතුණි.

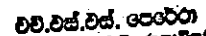


5. මානව සම්පත් කළමනාකරණය

පහත නිරීක්ෂණයන් කරනු ලැබේ.

- (අ) 2019 ජනවාරි 28 දින කළමනාකරණ සේවා දෙපාර්තමේන්තුවෙන් අනුමත කරගෙන තිබූ තාක්ෂණ නිලධාරී තනතුරු දෙකක් සඳහා 2024 පෙබරවාරි 29 දින වන විටත් නිලධාරීන් පත් කර නොතිබුණි.
- (ආ) විගණක දිනය වූ 2024 ජනවාරි 19 දිනට කොමිෂන් සභාවේ තනතුරු කාර්ය මණ්ඩලය 219 ක් විය. ඉන් නිලධාරීන් 84 කගේ කොමිෂන් සභාවේ සේවා කාලය වසර 05 ක්ද නිලධාරීන් 15 කගේ කොමිෂන් සභාවේ සේවා කාලය වසර 10 ක්ද ඉක්මවා තිබුණි.


එච්.එස්.එස්.පෙරේරා
ජ්‍යෙෂ්ඨ සහකාර විගණකාධිපති
විගණකාධිපති වෙනුවට.


එච්.එස්.එස්. පෙරේරා
ජ්‍යෙෂ්ඨ සහකාර විගණකාධිපති
නියම විගණක ධාරකයා
විද්‍යාලය

Chapter 04 – Performance Indicators

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

Administration Division

Action as per the action plan	Specific Indicators	Actual output as percentage (%) of the expected out put		
		100%-90%	75%	50%
			- 89%	- 74%
Management of daily post	No. of letters received in daily post/ No. of letters delivered to branches	√		
Matters pertaining to vehicle and transport facilities	No. of letters issued for matters related to vehicle and transport facilities / No of action taken	√		
	No. of vehicles needed to repair/ No. of vehicles repaired	√		
	No. of requests of vehicles for duties/ No. of supplement of requests	√		
Matters pertaining to the building	No of letters issued for matters related to building / No. of action taken	√		
	No. of repairs required related to building/ No. of repairs done	√		
Payments for essential services of the office	No. of bill received / No. of bill settled	√		
Maintenance of personal files	No. of letters issued related to personal files / No. of action taken	√		
Preparation of reports of the institution	No. of reports preparation	√		
Matters pertaining to loans	No. of distress loan applications proceed	√		
Issuance of official identity cards for staff	No. of identity card issued	√		
Adherence to the RTI act	No. of RTI 01 applications received/ no of replies sent	√		
Printing work	No of documents print	√		
Matters pertaining to issuing railway season tickets and free railway warrants	No. of warrants provided	√		
	No. of season tickets provided	√		

Official duties relating to leave taken by officers	No. of action taken	√		
Staff training	No. of training programs	√		
Departmental recruitments	No. of departmental recruitments	√		
Agrahara insurance benefits	No. of agrahara applications proceed	√		

Finance Division

Goal	Action	Actual Output as Percentage (%) of the expected out put		
		100%- 90%	75%- 89%	50%- 74%
Efficient Financial Administration and Accurate account	Financial Administration	✓		
Correct Reporting	Accounting	✓		
Utilization of Financial assets at optimum	Procurement	✓		

Establishment Division

Actionas per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected out put		
		100 %- 90%	75%- 89%	50% - 74%
Delegating Power to the officer	No of delegation gazettes published on delegating power to the officer	✓		
Delegating Administrative power to the officer	No of delegations of administrative power to the officers under PSC circular 05/2011	✓		
Issuing PSC Circulars	No of PSCcirculars issued	✓		
Studying, Approving & Publishing Service Minutes	No of Service Minutes published	✓		
Studying , Approving of SORs	No of approved SOR		✓	
Certification of SORs	No of certified SOR	✓		
Studying &Amending SORs	No of SOR amended	✓		
Studying, Approving of SOPs	No of SOPapproved		✓	
Certification of SOPs	No of SOPcertified	✓		
Studying &Amending SOPs	No of SOPamended	✓		
Studying, Approving of SOTs	No of SOTapproved		✓	
Studying &Amending SOTs	No ofSOTamended		✓	
Granting Deviations (SM/SOR)	No of deviations granted	✓		
Giving Instructions &Directions	No of matters for which instructions/directions were given	✓		
Appear before the AAT Preparing & Submitting Observations	No of observations given to AAT cases	✓		
Approving the implement of AAT Orders	No of AAT orders implemented	✓		

Attending to Consultation Sessions _ SCFR/CA Writ/HRC/PPC/ Ombudsman	No of attending to consultation sessions _ SCFR/CA Writ/HRC/PPC/ Ombudsman	✓		
Submitting Singed Proxies & Observations _ SCFR/CA Writ/HRC/PPC/ Ombudsman	No of observations given to cases on SCFR/CA Writ/HRC/PPC/ Ombudsman	✓		
Granting Decision to Submitting observation to Cabinet of Ministers	No of observations to Cabinet of Ministers	✓		
Granting Decision to Matters related to recruitment, Confirmation, Appointment, Absorption & Promotion	No of decision to matters related to recruitment, confirmation, appointment, absorption & promotion		✓	

Appointments Division

Actions per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected out put		
		100 %- 90%	75%- 89%	50% - 74%
Making an Appointments	No. of appointments	✓		
Approving gazette notifications for appointments	No. of gazette notifications of appointments	✓		
Confirming officers in respective grades/ posts	No. of confirmations	✓		
Making suggestion on EB concession	No. of EB concessions		✓	
Absorbing of officers in terms of newly approved SOR/SM	No. of absorptions in terms of newly approved SOR/SM	✓		
Releasing officers for the Provincial councils, project in the terms of procedural Rules, Mgt. Service Circulars/ Other Circulars.	No. of officers release to provincial councils, project in the terms of procedural Rules, Mgt. Service Circulars/ Other Circulars.	✓		

Retiring officers under provision of PA Circular 30/88	No. of retirements under provision of PA Circular 30/88 .	✓		
Appointment of officers on acting/ attend to duties	No. of acting/ attend to appointment.		✓	
Appeals on appointment	No. of decisions on appeals of appointment		✓	
Preparing written observations for AAT cases	No. of observations for AAT cases	✓		
Attending to AAT	No. of visiting/ appearing before AAT	✓		
Preparing counting observations.	No. of counter observations	✓		
Implementing AAT order/ submission of motion	No. of AAT orders implemented	✓		
Preparing observations for SC/FRC cases.	No. of observations for SC/FRC cases.	✓		
Attending for consultation on SC/FRC cases	No. of consultation attended.	✓		
Checking & certifying affidavit SC/FRC cases	No. of certified affidavits.	✓		
Prepare observations for PPC/ HRC	No. of observations for PPC/ HRC cases	✓		
Attending to PPC	No. of visit/appearance.	✓		

Promotion Division

Action as per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected output		
		100%-90%	75%-89%	50%-74%
Granting approval for Grad to Grade promotion	No. of grad to grade promotion	✓		
Granting approval for Promotion by selection	No. of promotion by selection		✓	
	No. of gazette notifications of promotions	✓		
Appeals related to PSC decisions	No. of Decisions		✓	
Appeals related to HSC/ESC decision	No. of Decisions		✓	
Granting approval for the appointment to the post (Based on appointment by selection)	No. of Appointments	✓		

Preparing written observations for AAT cases	No. of observations	✓		
Attending to AAT	No. of visiting/ appearing before AAT	✓		
Preparing counting observations.	No. of counter observations	✓		
Implementing AAT/ submission of motion	No. of decisions	✓		
Preparing observations for SC/FR Cases.	No. of observations	✓		
Attending for consultation on SC/FR Cases	No. of consultations attended.	✓		
Checking & certifying affidavit_ SC/FR Cases	No. of affidavits certified.	✓		
Prepare observations for PPC/ HRC	No. of observations	✓		
Attending to PPC	No. of visits/appearance.	✓		
Cancellation of promotions	No. of promotions		✓	
Cancellation of the appointments	No. of appointments		✓	
Provide the required information Under RTI Act	No. of applications	✓		
Attending to RTI commission	No. of appearances at the RTI Commission	✓		

Disciplinary Division

Action as per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected output		
		100%-90%	75%-89%	50%-74%
Calling for required information, Observation & recommendations from relevant institutions for PIR/reply to C/s/Appointments of PO/DO	No. of reports	✓		
Submitting PIR to issue charge sheet or terminate the disciplinary matter	No. of orders		✓	
Conducting a FDI and appointing Tribunal to contact	No. of orders	✓		
Taking actions on requests for Interdictions, Compulsory leave & retirements subject to Sec. 12	No. of orders	✓		
Taking Actions on other issues relating to disciplinary	No. of orders	✓		
Appeals against Disciplinary orders given by ESC, HSC, Provincial authorities in case of SLEAS and VOP issued by HOD	No. of orders	✓		
Taking actions on public petitions / complaints	No. of Complaints/ Petitions	✓		

Preparing & sending observationsto followingof institutionsontheir notices/ requests i. AttorneyGeneral ii. HRC iii. Ombudsman iv. PPC v. CIABOC vi. AAT vii. CA viii. SC	No. of observations	✓		
Appearing before AAT/PPC/HRC/RTIC/ CIABOC(representingPSC)	No. of appearance	✓		
Attendingconsultationinthe AG's department.	No. of consultations	✓		
Grantinginformation requested under the RTI Act	No. of applications	✓		

AppealsDivision

Actionas per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected out put		
		100%-90%	75%-89%	50%-74%
Granting suitable decisions on Appeals (Disciplinary, Transfer, Promotions, VOP, Termination & Others)	No. of orders			✓
Preparingwritten observations for AAT cases	No. of observations	✓		
AttendingtoAAT	No. of visiting/ appearingbefore AAT	✓		
Preparingcountingobservations.	No.ofcounter observations	✓		
ImplementingAAT/ submissionofmotion	No.ofdecisions		✓	
Preparingobservations for SC/FRCases.	No.ofobservations	✓		
Attendingforconsultation on SC/FRCases	No.ofconsultationattended.	✓		
Prepareobservations for PPC/ HRC	No.ofobservations	✓		
AttendingtoPPC	No.ofvisit/appearance.	✓		
Providetherequired informationUnderRTI Act	Noofapplications	✓		

Operations Division

Action as per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected out put		
		100%- 90%	75%- 89%	50%- 74%
Monitor the progress of the tasks discharge by the each division	No. of progress reviews	✓		
Monitor the public inquiries made via official email and facilitate the inquire to obtain required information	No. of replies sent	✓		
Gather carder information	No. of Departments/ Institutions of which information gathered	✓		
Conduct the review meetings with relevant authorities	No. of Departments/ Institutions called for the discussions	✓		
Functions as the designated officer under the Right to information Act No. 12 of 2016 where the Public Service Commission is the Public Authority.	No. of replies sent	✓		
Provide required information to the RTI Commission	No. of reports sent	✓		
Maintain the records of providing information by the Designated officer	No. of records	✓		
Manage the Database management System	No. of modification	✓		
Update the official web site	No. of updates	✓		
Network the computers in office premises	No. of computers	✓		
Specification of computers and accessories created in the procurement process	No. of specifications	✓		

Education Service Committee of the Public Service Commission

Action as per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected out put		
		100%- 90%	75%- 89%	50%- 74%
Recruitment for vacancies	No. of Recruitments	✓		
Appointing to the Posts	No. of Appointments		✓	
Confirmation in the Service	No. of Confirmations	✓		
Promotion	No. of Promotions	✓		
Absorption	No. of Absorptions	✓		
EB Concession	No. of EB Concession		✓	
Transfers/ Releases	No. of Transfers/ No. of Releases		✓	
Retirements	No. of Retirements	✓		
Acting and attending to duties	No. of approvals given on acting and attending to duties	✓		
Re-employment on Contract Basis	No. of Officers re-employments on Contract Basis	✓		
Resignation	No. of Resignations	✓		
Issuing Charge Sheet	No. of Charge Sheets		✓	
Retirement under Sec. 12 of the Pension Minute	No. of Sec. 12 retirements granted		✓	
Issuing Final Disciplinary Order	No. of Final Decisions conveyed		✓	
Sending on compulsory leave	No. of persons sent on compulsory leave		✓	
Reinstatement in Service	No. of Reinstatements		✓	
Interdiction	No. of Interdictions		✓	
Other Disciplinary Orders	No. of Other Disciplinary Orders		✓	
Provide the required information Under RTI Act	No. of RTI Applications Received	✓		
Preparing observations for SC/FR Cases.	No. of observations	✓		

Health Service Committee of the Public Service Commission

Action as per the action plan	Specific Indicators	Actual Output as Percentage (%) of the expected out put		
		100%-90%	75%-89%	50%-74%
Recruitments	No. of Recruitments	✓		
Issuance of formal appointment letters to Medical Officers appointed before 2017	No. of appointment letters issued	✓		
Confirmation	No. of Confirmations given	✓		
Promotion	No. of Promotions	✓		
Absorption	No. of Absorptions	✓		
Appointing to the Posts	No. of Appointments	✓		
EB Concession	No. of officers who were reject or granted efficiency bar relief	✓		
Annual Transfer	No. of officers who were transferred	✓		
Retirement as per P A circular 30/88	No. of retirement	✓		
Release	No. of release	✓		
Acting & attending to duties	No. of approvals given on acting and attending to duties	✓		
Re-employment on contract basis	No. of officers employee on contract basis	✓		
Resignation	No. of resignations	✓		
Issuing Charge Sheet	No. of charge sheets		✓	
Retirement under Sec. 12 of the Pension Minute	No. of Sec. 12 retirements granted	✓		
Issuing Final Disciplinary Order	No. of final decisions conveyed	✓		
Reinstatement in service	No. of reinstatements	✓		
Interdiction	No. of interdictions	✓		
Other disciplinary punishments	No. of other disciplinary orders	✓		
Provide the required information Under RTI Act	No. of RTI Applications Received	✓		
Preparing observations for SC/FRC cases.	No. of observations	✓		

Chapter 05 - Performance of achieving Sustainable Development Goals (SDG)

5.1 Indicate the identified respective Sustainable Developments Goals.

Serial no.	Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
				0%- 49%	50% - 74%	75% - 100%
01	4. Quality Education					
	4.1 By 2030, ensure that all girls and boys complete free, equitable and quality primary and secondary education leading to effective learning outcomes.	Maintain an optimal staff in schools - Recruitment of qualified teachers and principals adequately to file the subject wise vacancies and principals' vacancies in schools.	I. Number of teachers recruited II. Number of teachers proportional to the number of students			✓ ✓
	4.3 By 2030, ensure equal access for all women and men to affordable and quality technical, vocational and tertiary education, including university.	Maintain an optimal staff in vocational and tertiary educational institutions.	I. Number of Instructors recruited to vocational and tertiary educational institutions			✓
	4.C By 2030, substantially increase the supply of qualified teachers, including through international cooperation for teacher training in developing countries, especially least developed countries and small island developing states.	- Recruitment of high quality teachers (through Service Minutes) - Consideration of sufficient qualifications for efficiency bars/ for promotions	I. Number of qualified teachers			✓
02	5. Gender quality					
	5. C Adopt and strengthen sound policies and enforceable legislation	Formulate Service Minutes, Scheme of Recruitment, Scheme of Promotion and	I. Number of Service Minutes, Scheme of Recruitment,			✓

	for the promotion of gender equality and the empowerment of all women and girls at all levels.	Scheme of Transfer paying due attention to gender equality in the recruitment, promotion and transfer of officers.	Scheme of Promotion and Scheme of Transfers Prepared			
03	8. Decent work and economic growth					
	8.3 Promote development-oriented policies that support productive activities, decent job creation, entrepreneurship, creativity and innovation, and encourage the formalization and growth of micro-, small- and medium-sized enterprises, including through access to financial services.	Make recruitments as to ensure optimal utilization of labour	Number of Officers recruited to the Public Service			✓
	8.B By 2020, develop and operationalize a global strategy for youth employment and implement the Global Jobs Pact of the International Labour Organization.					✓
04	16. Peace, justice and strong institutions					
	16.10 Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements.	Providing opportunity to access for information under the Right to Information Act No. 12 of 2016	I. Number of answers given to the Applications for Information I. Number of replyies granted for appeals			✓ ✓

05	17. Partnerships for the goal					
	17.8 Fully operationalize the technology bank and science, technology and innovation capacity-building mechanism for least developed countries by 2017 and enhance the use of enabling technology, in particular information and communications technology.	Promote the use of internet, e-mail in the office Prompt provision of required information to clients through website/ document management system	I. Number of instances e-mail and Internet are used for office work II. Beneficiaries of the information provided by the website and the document management system			✓ ✓

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

There are 17 Sustainable Development Goals. Such goals are not directly relevant to the Public Service Commission, but an efficient public service is essential in implementing these goals. The contribution of the Public Service Commission is necessary for prompt and efficient public service.

This commission shoulders in developing an efficient public service which is much essential in achieving the objectives mentioned above.

In order to achieve these sustainable development goals, it is important to fill the existing vacancies in the public service in a timely and formal manner, to grant promotions to the officers without delay, and also to carry out the necessary activities to maintain discipline in the public service.

A satisfactory and efficient public service could be developed by performing duties as described above and the same would pave the way for the public officers to achieve sustainable development goals.

Nevertheless, the initiation and implementation of each of the above-mentioned functions should primarily be carried out by the authority with delegated power of the Public Service Commission, namely, Ministry Secretaries and Heads of Departments.

Accordingly, it is not practical to apply the achievement of sustainable development goals directly to this Commission.

Chapter 06 - Human Resource Profile

06.1 Cadre Management

	Approved Cadre	Existing Cadre	Vacancies / (Excess)**
Senior	53	48	05
Tertiary	11	07	04
Secondary	120	117	03
Primary	54	48	06

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

01) Suppression of posts dated 22.12.2022 due to the handover of some of the duties assigned to the Public Service Commission to the National Police Commission in terms of the 21st Constitution.

02) Stopped recruitment in primary service.

06.3 Human Resource Development

Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Foreign /Local)	Output/Knowledge Gained*
			Local	Foreign		
Postgraduate degree (Local)	02	02 year	452	0	Local	It was able to provide an efficient service through knowledge and skill development
Postgraduate degree (Local)	07	01 year	552	-	Local	It was able to provide an efficient service through knowledge and skill development
Tamil language course (150hours)	21	07 months	28		Local	It has been able to provide an efficient service by developing the skills in handling the Tamil language

* Briefly explain how the training program contributes to the organization's performance.

- The performance of the organization is improved by increasing the efficiency of the officers through the development of knowledge, skills and attitudes of the officers through training programs.

Chapter 07 – Compliance Report

No.	Applicable Requirement	Compliance Status (Complied with/Not Complied with)	Brief explanation for Non-Compliance	Corrective actions proposed to avoid non-compliance in future
1	The following financial statements/accounts have been submitted on the due date			
1.1	Annual financial statements	Complied with		
1.2	Advance to public officers account	Complied with		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not applicable		
1.4	Stores Advance Accounts	Not applicable		
1.5	Special Advance Accounts	Not applicable		
1.6	Others	Not applicable		
2	Maintenance of books and registers (FR 445)			
2.1	Fixed assets register has been updated and maintained in terms of Public Administration Circular 267/2018	Complied with		
2.2	Personal emoluments register/ Personal emoluments cards have	Complied with		

	been updated and maintained			
2.3	Register of audit queries has been updated and maintained	Complied with		
2.4	Register of Internal Audit reports has been updated and maintained	Complied with		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied with		
2.6	Register for cheques and money orders has been updated and maintained	Complied with		
2.7	Inventory Register has been updated and maintained	Complied with		
2.8	Stocks Register has been updated and maintained	Complied with		
2.9	Register of Losses has been updated and maintained	Complied with		
2.10	Commitment Register has been updated and maintained	Complied with		
2.11	Register of Counterfoil Books (GA – N20) has been updated and maintained	Complied with		
03	Delegation of functions for financial control (FR 135)			
3.1	The financial authority has been delegated within the institution	Complied with		
3.2	The delegation of financial authority has been communicated within the institution	Complied with		
3.3	The authority has been delegated in such manner as to pass each transaction through two or more officers	Complied with		
3.4	The control has 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	Complied with		

04	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied with		
4.2	The annual procurement plan has been prepared	Complied with		
4.3	The annual Internal Audit plan has been prepared	Complied with		
4.4	The annual estimate has been prepared and submitted to the National Budget Department on due date	Complied with		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time.	Complied with		
05	Audit queries			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied with		
06	Internal Audit			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)DMA/1-2019	Complied with		
6.2	All the internal audit reports have been replied within one month	Complied with		
6.3	Copies of all the internal audit reports have been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied with		
6.4	All the copies of internal audit reports have been submitted to the Auditor General in terms of Financial Regulation 134 (3)	Complied with		
07	Audit and Management Committees			

7.1	Minimum 04 meetings of the Audit and Management Committee have been held during the year as per the DMA Circular 1-2019	Complied with		
08	Asset Management			
8.1	The information about purchases and disposals of assets was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied with		
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	Complied with		
8.3	The board of survey was conducted and the relevant reports submitted to the Auditor General on the due date in terms of Public Finance Circular No. 05/2016	Complied with		
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Complied with		
8.5	The disposal of condemn articles had been carried out in terms of FR 772	Complied with		
09	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles have been prepared and submitted to the Auditor General on the due date	Complied with		
9.2	The condemned vehicles have been disposed of within a period of less than 6 months after condemning	Complied with		
9.3	The vehicle log books have been updated and maintained	Complied with		
9.4	Action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Complied with		

9.5	The fuel consumption of vehicles 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	Complied with		
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied with		
10	Management of Bank Accounts			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied with		
10.2	The dormant accounts that had existed in the year under review or since previous years were settled	Not applicable		
10.3	The action had been taken in terms of Financial Regulations regarding balances disclosed through bank reconciliation statements, for which adjustments had to be made, and those balances have been settled within one month	Complied with		
11	Utilization of Provisions			
11.1	The provisions allocated had been spent without exceeding the limit	Complied with		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Complied with		
12	Advances to Public Officers Account			
12.1	The limits had been complied with	Complied with		
12.2	A time analysis had been carried out on the loans in arrears	Complied with		
12.3	The loan balances in arrears for over one year had been settled	Complied with		
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Complied with		
13.2	The control register for general deposits had been updated and maintained	Complied with		

14	Imprest Account			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied with		
14.2	The ad-hoc sub imprests issued as per F.R. 371 were settled within one month from the completion of the task	Complied with		
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R. 371	Complied with		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied with		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied with		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied with		
15.3	Reports of arrears of revenue had been forwarded to the Auditor General in terms of FR176	Complied with		
16	Human Resource Management			
16.1	The staff had been maintained within the approved cadre	Complied with		
16.2	All members of the staff have been issued a duty list in writing	Complied with		
16.3	All reports have been submitted to MSD in terms of their circular No.04/2017 dated 20.09.2017	Complied with		
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	Complied with		
17.2	Information about the institution to the public have been provided by Website or alternative measures and it has been facilitated to appreciate / allegation to public against the public authority by this website or	Complied with		

	alternative measures			
17.3	Bi-annual and annual reports have been submitted as per Section 08 and 10 of the RTI Act	Complied with		
18	Implementing Citizens Charter			
18.1	A Citizens/Client's Charter has been formulated and implemented by the Institution in terms of the Circular No. 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied with		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens/Client's Charter as per paragraph 2.3 of the circular	Complied with		
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 with		
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 with		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Complied with		
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 with		
20	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied with		

THE END.