

## **ANNUAL PERFORMANCE REPORT FOR THE YEAR 2022**

**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

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## **Introduction**

In terms of Article **54(1)** of the Constitution as amended by the **20<sup>th</sup>** Amendment, the Public Service Commission consists of nine members appointed by the President on recommendation of the Parliamentary Council. Of such number, members not less than three possess more than 15 years of experience as public officers. The President appoints one of such members as its Chairman on recommendation of the Parliamentary Council. The new Commission has been appointed on **09.12.2020** following the **20<sup>th</sup>** amendment to the Constitution.

## **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**

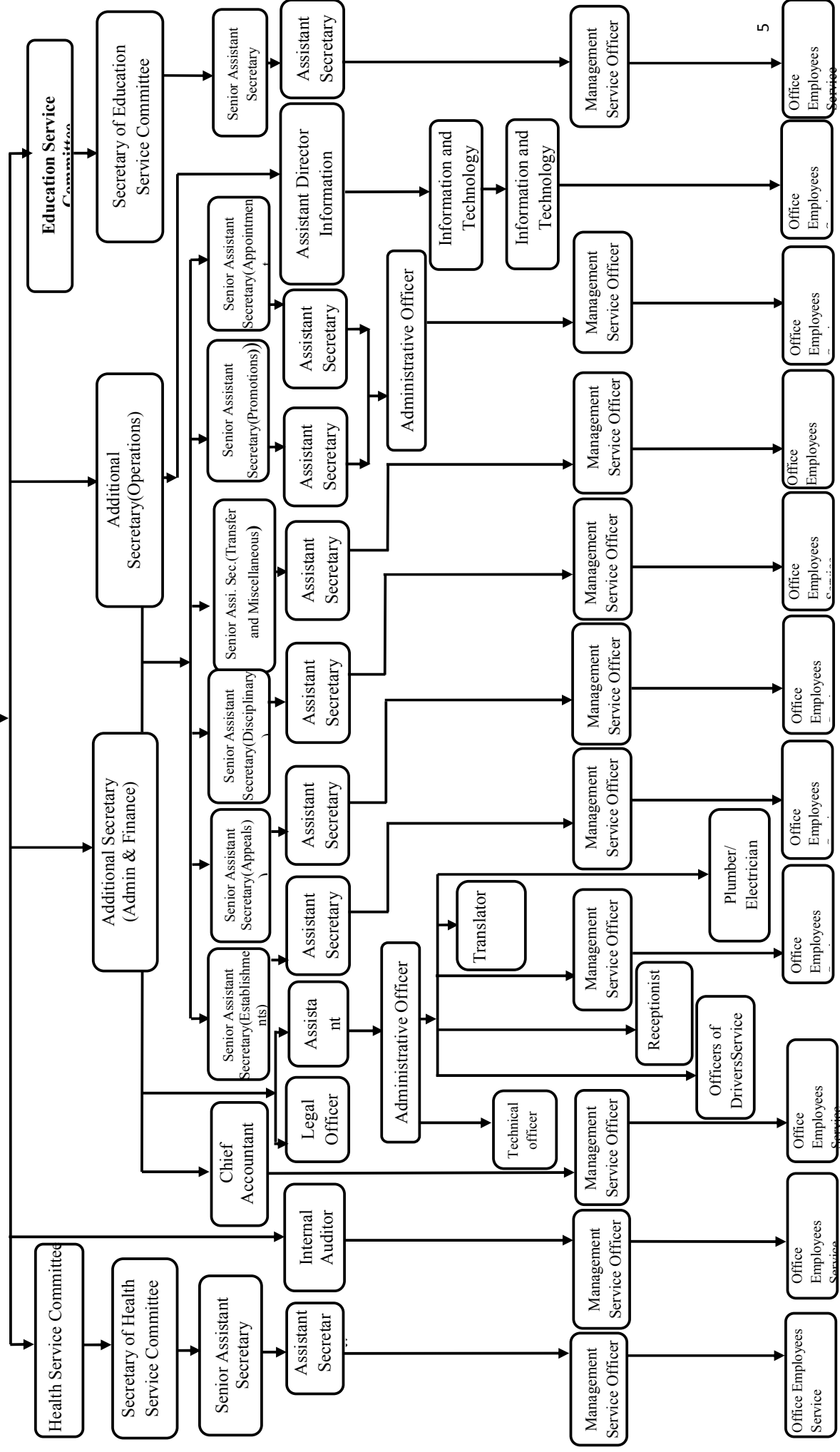
TO EFFICIENTLY DISCHARGE THE SERVICE MATTERS OF THE CLIENTS  
MAINTAINING OPTIMUM PERFORMANCE

## **1.2. Major functions**

- 01.** Formulation of Service Minutes for each service of the public service and formulation of the Schemes of Recruitment, Schemes of Promotion and Schemes of Transfer for each post outside of such services.
- 02.** Matters relating to policy decision making.
- 03.** Attending to 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 work involving appeals against the decisions made by the Health Service Committee and Education Service Committee pertaining to appointments and promotions of staff officers.
- 04.** Dealing with the appeals submitted to the Administrative Appeals Tribunal against the orders/ decisions made by the Public Service Commission on the matters above as well as the case applications filed in the Supreme Court and the Court of Appeal.
- 05.** Dealing with disciplinary matters of public officers coming under the disciplinary control of the Public Service Commission.
- 06.** Dealing with written appeals submitted to the Public Service Commission by the public officers aggrieved by an order of an authority with delegated power, in accordance with Article 58 (1) of the Constitution.

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graph TD
    A[Commission] --> B[Chairman]
    B --> C[Secretary]
  
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## Chapter 02 – Progress and the Future Outlook

### Progress

#### Establishments Division

The Establishments Division of the Office of the Public Service Commission has attended to its duties during the year 2022 in the following manner.

Schemes of Recruitment	22
Schemes of Transfer	15
Schemes of Promotion	13
Amendments to Schemes of Recruitment	58
Amendments to Service Minutes	13
Amendments to Schemes of Transfer	19
Amendments to Schemes of Promotion	04
Policy matters	130
General Matters	186
Requests on deviations from Service Minutes in exceptional cases	03
Requests on deviations from Schemes of Recruitment in exceptional cases	08
Requests on deviations from Schemes of Transfer in exceptional cases	01
Delegation of Administrative Powers	
Matters relating to SC/AAT/CA	23
	06
Circulars	<u>01</u>
<b>Total</b>	<b><u>502</u></b>

## **Disciplinary Division**

The Disciplinary Division of the Office of the Public Service Commission has attended to its duties during the year 2022 in the following manner.

Conclusion of disciplinary matters (Following the Preliminary Inquiry Report/ Comprehensive Answer)	15
Issuance of charge sheets	43
Amendment to charge sheets	12
Appointment of Disciplinary Inquiry Officers	35
Revision of the Panel of Inquiry Officers	21
Exoneration from charges	10
Providing instructions on disciplinary matters	15
Granting approval to appoint retired officers for Preliminary inquiries	01
Other disciplinary punishments	22
Conversion of retirement under disciplinary grounds to normal retirement	02
Interdiction	
Sending on compulsory leave	06
Retirement under Section 12 of the Minutes on Pensions	01
	16
Transfers	05
Retirement from service	01
Approval of foreign leave	13
Reinstatement in service	07
Dismissal of appeals(Over the orders of the Education Service and Health Service Committees andthe orders of the Provincial Public ServiceCommission relating to education authorities)	16
Assentment to appeals (Over the orders of the Education Service and Health Service Committees and the orders of the Provincial Public Service Commission relating to education authorities)	02

Registration of Disciplinary Inquiry Officers in the Panel	04
Other general orders	108
Observations of appeals heard in the AAT	49
Observations for court applications	11
Implementation of orders of the AAT	09
Granting information under Right to Information Act	22
Granting information under Right to Information Act (Upon request of the Commission)	01
Refusal of Application for information under Right to Information Act	25
Granting part of the information under Right to Information Act	<u>07</u>
<b>Total</b>	<b><u>479</u></b>

- \* Action has been taken on **22** Supreme Court applications.
- \* Action has been taken on **13** Court of Appeal applications.
- \* Action has been taken on **01** Magistrate Court application.
- \* Action has been taken on **73** appeals heard in the AAT.

### **Appointments Division**

The Appointments Division of the Office of the Public Service Commission has attended to its duties during the year 2022 in the following manner.

Retirement (Except the retirements under Section 2:17 of the Minutes on Pensions)	20
Confirmation	777
Recruitment	304
Appointment to Posts	11
Re-appointment to Posts	04
Reemployment on contract basis	726



Appointment on contract basis	28
Decisions on efficiency bars	406
Appointment to act/attend to duties	1,251
Release	129
Resignation	55
Absorption	06
Other requests - appointments	69
Other requests- other	66
R T I	102
	<b><u>3,954</u></b>

**Appeals submitted against the Decisions of the Public Service Commission within the year under review**

**Complaints submitted to the Administrative Appeals Tribunal**

Number of pending cases available by 01.01.2022	Number of complaints received from 01.01.2022 to 31.12.2022	Total number of complaints received as at 31.12.2022	Number of PSC decisions confirmed	Number of PSC decisions cancelled	Number of pending cases as at 31.12.2022
154	32	186	10	2	174

**Number of cases submitted to the Supreme Court**

Number of pending cases available by 01.01.2022	Number of cases received from 01.01.2022 to 31.12.2022	Total number of cases received as at 31.12.2022	Number of cases dismissed and Number of PSC decisions agreed by the Supreme Court	Number of PSC decisions cancelled by the Supreme Court	Number of pending cases as at 31.12.2022
80	9	89	1	0	88

**Number of cases submitted to the Court of Appeal**

Number of pending cases available by 01.01.2022	Number of cases received from 01.01.2022 to 31.12.2022	Total number of cases received as at 31.12.2022	Number of PSC decisions agreed by the Court of Appeal	Number of cases of which the PSC decisions cancelled and granted relief by the Court of Appeal	Number of pending Appeal Court cases as at 31.12.2022
16	2	18	0	0	18

\* Number of complaints submitted to the Ombudsman- 01

### **Promotions Division**

The Promotions Division of the Office of the Public Service Commission has carried out its works during the year 2022 as follows

Promotion from Grade to Grade	1,220
Promotion on Selection	1,108
Appointment to Posts	426
Appointment to act/ attending to duties (Post of Divisional Secretary)	186
	<b><u>2,940</u></b>

**Appeals submitted against the Decisions of the Public Service Commission within the year under review**

#### **Complaints submitted to the Administrative Appeals Tribunal**

Number of pending cases available by 01.01.2022	Number of complaints received from 01.01.2022 to 31.12.2022	Total number of cases received as at 31.12.2022	Number of PSC decisions confirmed	Number of PSC decisions cancelled	Number of pending cases as at 31.12.2022
93	24	117	3	0	114

#### **Number of cases submitted to the Supreme Court**

Number of pending cases available by 01.01.2022	Number of cases received from 01.01.2022 to 31.12.2022	Total number of cases received as at 31.12.2022	Number of cases dismissed and Number of PSC decisions agreed by the Supreme Court	Number of PSC decisions cancelled by the Supreme Court	Number of pending cases as at 31.12.2022
30	05	35	1	0	34

### Number of cases submitted to the Court of Appeal

Number of pending cases available by 01.01.2022	Number of cases received from 01.01.2022 to 31.12.2022	Total number of cases received as at 31.12.2022	Number of PSC decisions confirmed by the Court of Appeal	Number of cases of which the PSC decisions cancelled and granted relief by the Court of Appeal	Number of pending appeal cases as at 31.12.2022
06	00	06	0	0	06

In addition to the above cases and appeals, there are 02 complaints submitted to the Human Rights Commission between 01.01.2022 to 31.12.2022 and no complaints submitted to the Parliamentary Commissioner for Administrative (Ombudsman).

### Appeals Division

The Appeals Division of the Office of the Public Service Commission has attended to its duties during the year 2022 in the following manner.

Appeals received from 01.01.2022 to 31.12.2022 6,182

Number of appeals for which observations and recommendations were called for from the Authorities to whom powers have been delegated during the period from 01.01.2022 to 31.12.2022 (Including appeals submitted in previous years) 617

Number of Appeals finalized from 01.01.2022 to 31.12.2022 (Including the appeals in previous years) 2,953

### Details of appeals finalized are as follows

Appeals on disciplinary matters 480

Appeals on promotions 276

Appeals on vacation of post notices 609

Appeals on transfers 1,198

Appeals on appointments	9	
Appeals on interdictions	63	
Other	<u>318</u>	
<b>Total</b>	<b><u>2,953</u></b>	
Number of Supreme Court cases received from 01.01.2022 to 31.12.2022		04
Number of Supreme Court cases for which orders have been made from 01.01.2022 to 31.12.2022		02
Number of pending cases in the Supreme Court as at 31.12.2022 (Including the appeals in previous years)		31
Number of Court of Appeal cases received from 01.01.2022 to 31.12.2022		01
Number of Court of Appeal cases for which orders have been made from 01.01.2022 to 31.12.2022		02
Number of pending cases in the Court of Appeal as at 31.12.2022 (Including the appeals in previous years)		09
Number of Administrative Appeals Tribunal cases received from 01.01.2022 to 31.12.2022 (Including the appeals in previous years)		36
Number of Administrative Appeals Tribunal cases for which orders have been made from 01.01.2022 to 31.12.2022		34
Number of pending cases in the Administrative Appeals Tribunal as at 31.12.2022 (Including the appeals in previous years)		195
Number of Public Petitions Committee inquiries from 01.01.2022 to 31.12.2022		09

The powers of the National Police Commission, which had been vested in the Public Service Commission under the 21<sup>st</sup> Amendment to the Constitutional, has been transferred again to the National Police Commission, hence the related files have been handed over to the relevant Institutions. Due to that reason, the numerical values shown above could be change.

### **Operations Division**

- Preparation of annual action plan
- Responding to public appeals in terms of Section 31 of the Right to Information Act No. 12 of 2016

Number of appeals received	Number of appeals to which replies have been given	Number of appeals rejected
33	05	28

- Submission of information for appeals referred to the Right to Information Commission as per the Right to Information Act No. 12 of 2016 – For 12 appeals
- Submission of annual reports to the Right to Information Commission as per Section 10 of the Right to Information Act No. 12 of 2016
- Supervision of the updating of the Document Management System which has been developed for document management in the Commission. Further development of the System with proper maintenance.
- Preparation of monthly, quarterly and annual progress reports to review the progress of each division of the institution.
- Reviewing the progress of the management service officers and staff officers in each division of the Commission.
- Updating the website of the institution, publishing the Commission orders on the website and responding to the requests of clients received through the website.
- Coordination of the discussions to expedite the resolution of outstanding issues in ministries and departments falling under the purview of the Public Service Commission.

### **Education Service Committee**

Education Service Committee of the Office of the Public Service Commission has attended to its duties during the year 2022 in the following manner.

#### **Disciplinary**

Amendment to charge sheets	01
Retirement (Under Section 12 of the Minutes on Pensions)	03
Making final disciplinary orders	07
Appointment of Disciplinary Inquiry Officers	03
Other general orders	24
	<u>38</u>

#### **Appointments and Promotions**

Recruitment	01
Confirmation	268
Promotion	563
Retirement	01
Release	34
Absorption	14
Decisions on Efficiency bars	209
Appointment to posts	97
Recruitment on contract basis	05
Transfer	61
Other orders	180
	<u>1,433</u>

#### **Providing information under Right to Information Act No. 12 of 2016**

Providing information	16
Other orders	12
	<u>28</u>
Providing observations on cases filed in the Supreme Court	01
Providing observations on cases filed in the Court of Appeal	01
Total	<u>1501</u>

Category	Number of letters received during the year 2022	Number of letters remaining from previous years	Number of letters to take action	Number of letters completed by the end of the year 2022	Number of letters pending at the end of 2022
• Disciplinary	177	08	185	172	13
• Recruitment	73	10	83	80	03
• Confirmation	298	27	325	322	03
• Promotion	420	60	480	468	12
• Release	23	04	27	27	-
• Absorption	22	03	25	24	01
• Decisions on Efficiency bars	288	37	325	316	09
• Reinstatement of retired officers in service	03	01	04	04	-
• Appointment to posts	134	09	143	139	04
• Transfer	112	08	120	117	03
• Retirement	09	01	10	10	-
• Providing information under Right to Information Act No. 12 of 2016	41	01	42	41	01
• Granting relief for political victimization	09	-	09	09	-
• Submission of observations for cases filed in the Supreme Court	01	-	01	01	-
• Submission of observations for cases filed in the Appeal Court	01	-	01	01	-
• Other letters	51	02	53	51	02
<b>Total</b>	<b>1662</b>	<b>171</b>	<b>1833</b>	<b>1782</b>	<b>51</b>

**Summary:**

Total no of letters received during the year under review (01.01.2022- 31.12.2022) -	1662
Number of letters remaining from previous years	- <u>171</u>
Total no. of letters on which action was taken in the year 2022	- 1833
Total number of letters on which action was taken as at 31.12.2022	- <u>1782</u>
Number of letters remaining to take action by 31.12.2022	- 51

**Health Service Committee**

Health Service Committee of the Office of the Public Service Commission has attended to its duties during the year 2022 in the following manner.

Retirement	39
Confirmation	1,439
Recruitment	1,646
Issuance of letters of appointment to Medical Officers appointed before 2017 but not issued with formal letters of appointment due to some shortcomings	827
Reemployment of retired officers on contract basis	107
Promotion	4,732
Release	68
Transfer	5,344
Appeals on transfer	229
Decisions on Efficiency Bars	87
Resignation	81
Acting in the post	68
Issuance of charge sheets	93
Amendments to charge sheets	18
Exoneration from charges – Following the Formal Disciplinary Inquiry	09
Exoneration from charges - On the Comprehensive Answer to the charge sheet	01
Dismissal from service	01
Other disciplinary punishments	56
Retirement under Section 12 of the Minutes on Pensions	01
Refusal of appeals	07
Conversion of retirement under disciplinary grounds to normal retirement	02
Interdiction	05



Appointment of Formal Disciplinary Inquiry Officers	69
Submission of observations for cases filed in the Supreme Court (Including disciplinary activities)	13
Other general orders /other orders regarding disciplinary activities	112
Matters pertaining to the Right to Information Act (Including disciplinary activities)	<u>03</u>
	<b><u>15,068</u></b>

### **Special achievements,**

Not applicable

### **Challenges**

- I. Delays caused due to various duty related issues in dealing with matters pertaining to formulation of Schemes of Recruitment and Service Minutes and matters involving appointments, promotions, discipline and appeals referred to the Public Service Commission.
- II. Granting concessions to public officers aggrieved due to non-holding of the Efficiency Bar Examinations as prescribed according to amended Service Minutes and Schemes of Recruitment in terms of the Public Administration Circular 06/ 2006.
- III. Matters such as unimplementable decisions made by the Administrative Appeals Tribunal on appeals made to the Tribunal by persons aggrieved by a decision of the Public Service Commission and the resultant problematic situations due to such flawed circumstances can be shown as major challenges faced by the Public Service Commission.

### **Future Goals**

To bring forth a far more productive public service through the efficient discharge of service related matters of the clients maintaining optimum performance.

  
 .....  
**C. A. O./ A. O./ Head of the Institution**  
  
**Thanuja Murgeson**  
 Secretary (Acting)  
 Public Service Commission  
 1200/9, Rajamalwatta Road,  
 Battaramulla

## Chapter 03 - Overall Financial Performance for the Year ended 31<sup>st</sup> December 2022

### 3.1 Statement of Financial Performance

ACA -F

#### Statement of Financial Performance for the period ended 31.12.2022

Budget2022 €.		Note	Actual	
			2022 Rs.	2021 Rs.
-	<b>Revenue Receipts</b>			
-	Income Tax	1	-	-
-	Taxes on Domestic Goods & Services	2	-	-
-	Taxes on International Trade	3	-	-
-	Non Tax Revenue & other	4	-	-
-	<b>Total Revenue Receipts (A)</b>		-	-
-	<b>Non Revenue Receipts</b>		-	-
-	Treasury Imprests		270,607,000	247,564,000
-	Deposits		182,467	276,081
-	Advance Accounts		13,949,867	13,787,916
	Other Main Ledger Receipts			
-	<b>Total Non Revenue Receipts (B)</b>		<b>284,739,334</b>	<b>261,627,997</b>
-	<b>Total Revenue Receipts &amp; Non Revenue Receipts C = (A)+(B)</b>		<b>284,739,334</b>	<b>261,627,997</b>
	<b>Imprests to the Treasury (D)</b>		-	-
	<b>Net Revenue Receipts and Non Revenue Receipts E = (C)-(D)</b>		<b>284,739,334</b>	<b>261,627,997</b>

	<b>Less: Expenditure</b>				
	Wages, Salaries & Other Employment				
219,760,000	Benefits	5	212,333,131	189,325,372	ACA- 2(ii)
70,403,000	Other Goods & Services	6	62,593,270	49,277,107	
2,000,000	Subsidies, Grants and Transfers	7	1,802,746	1,731,146	
-	Interest Payments	8	-	-	
-	Other Recurrent Expenditure	9	-	-	
<u>292,163,000</u>	<b>Total Recurrent Expenditure (F)</b>		<b>276,729,147</b>	<u>240,333,625</u>	
	<b>Capital Expenditure</b>				
	Rehabilitation & Improvement of				ACA- 2(ii)
1,400,000	Capital Assets	10	615,004	1,876,740	
9,400,000	Acquisition of Capital Assets	11	9,167,486	13,844,461	
	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
1,000,000	Capacity Building	14	630,180	858,100	
-	Other Capital Expenditure	15	-	-	
<u>11,800,000</u>	<b>Total Capital Expenditure (G)</b>		<b>10,412,670</b>	<u>16,579,301</u>	
	Deposit Payments		135,176	2,924,797	ACA-4
	Advance Payment		6,548,467	18,971,706	ACA-5
	Other Main Ledger Payments		-	-	
	<b>Main Ledger Expenditure (H)</b>		<u>6,683,643</u>	<u>21,896,503</u>	
	<b>Total Expenditure I = (F+G+H)</b>		<b>293,825,460</b>	<b>278,809,429</b>	

	<b>Balance as at 31<sup>st</sup> December J =</b>		
-	<b>(E-I)</b>	(9,086,126)	(17,181,433)
	<b>Balance as per the Imprest</b>		
	<b>Reconciliation Statement</b>	(9,086,126)	(17,181,433) <b>ACA-7</b>
	<b>Imprest Balance as at 31<sup>st</sup></b>		
	<b>December</b>	-	- <b>ACA-3</b>

### 3.3 Statement of Financial Position

ACA-P

#### Statement of Financial Position As at 31<sup>st</sup> December 2022

	Note	Actual	
		2022	2021
		Rs.	Rs.
	-	-	
<b><u>Non Financial Assets</u></b>			
Property, Plant & Equipment	ACA-6	854,113,318	815,117,344
<b><u>Financial Assets</u></b>			
Advance Accounts	ACA-5/5(A)	34,361,663	41,763,063
Cash & Cash Equivalents	ACA -3	-	-
<b>Total Assets</b>		<b>888,474,981</b>	<b>856,880,407</b>
<b><u>Net Assets / Equity</u></b>			
Net Worth to Treasury		34,259,682	41,708,372
		(9,086,126)	(17,181,433)

Property, Plant & Equipment Reserve

854,113,318

815,117,344

Rent and Work Advance Reserve

ACA -  
5(B)

**Current Liabilities**

Deposits Accounts

ACA -4

101,981

54,691

Imprest Balance

ACA -3

-

-

**Total Liabilities**

**888,474,981**

**856,880,407**

Account information submitted from page numbers.....<sup>19</sup> to .....<sup>51</sup> in Forms ACA 1 to ACA 7 and the details of account notes included from Annexe no.....<sup>52</sup> to no.....<sup>59</sup>.....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 :

Designation:

Date :

**Thanuja Murgeson**  
Secretary (Acting)  
Public Service Commission  
1200/9, Rajamalwatta Road,  
Battaramulla



**Accounting Officer**

Name:

Designation:

Date:

**Thanuja Murgeson**  
Secretary (Acting)  
Public Service Commission  
1200/9, Rajamalwatta Road,  
Battaramulla



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

Name:

Date: 23.05.26

**K. Renuka**  
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 31<sup>st</sup> December 2022

	Actual 2022 Rs.	Readjusted 2021 Rs.
<b><u>Cash Flows from Operating Activities</u></b>		-
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non-Revenue Receipts	-	-
Revenue collected for other Heads	9,534,266	12,078,418
Imprest Received	270,607,000	247,564,000
Recoveries from Advance	11,478,834	10,208,581
Deposit Received	182,467	276,081
<b>Total Cash generated from Operations (a)</b>	<b>291,802,567</b>	<b>270,127,080</b>
<b><u>Less - Cash disbursed for:</u></b>		
Personal Emoluments & Operating Payments	275,870,123	241,306,559
Subsidies & Transfers	1,802,746	1,731,146
Expenditure made on other Heads of Expenditure	333,836	348,791
Imprest settlement to Treasury	-	-
Advance Payments	4,511,722	9,976,515
Deposit Payments	135,176	2,924,797
<b>Cash flow disbursed for operations (b)</b>	<b>282,653,603</b>	<b>256,287,808</b>
<b>NET CASH FLOW FROM OPERATING ACTIVITIES (c) = (a) - (b)</b>	<b>9,148,964</b>	<b>13,839,272</b>
<b><u>Cash Flows from Investing Activities</u></b>	-	-
Interest	-	-
Dividends	18,522	5,189

Divestiture Proceeds & Sale of Physical Assets		
Recoveries from On Lending		
<b>Cash flow generated from Investing Activities (d)</b>	<b>18,522</b>	<b>5,199</b>
<b><u>Less - Cash disbursed for:</u></b>		
Purchase or Construction of Physical Assets & Acquisition of other Investment	9,167,486	13,844,461
<b>Total Cash disbursed for Investing Activities (e)</b>	<b>9,167,486</b>	<b>13,844,461</b>
<b>NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(d)-(e)</b>	<b>(9,148,964)</b>	<b>(13,839,272)</b>
<b>NET CASH FLOWS FROM OPERATING &amp; INVESTMENT ACTIVITIES (g) = (c) + (f)</b>	<b>(0)</b>	<b>0</b>
<b><u>Cash Flows from Financing Activities</u></b>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
<b>Total Cash generated from Financing Activities (h)</b>	<b>-</b>	<b>-</b>
<b><u>Less – Cash disbursed for:</u></b>		
Repayment of Local Borrowings		
Repayment of Foreign Borrowings	-	-
<b>Total Cash flow disbursed for Financing Activities (i)</b>	<b>-</b>	<b>-</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES (j)=(h)-(i)</b>	<b>-</b>	<b>-</b>
<b>Net Movement in Cash (k) = (g) - (j)</b>	<b>-</b>	<b>-</b>
<b>Opening Cash Balance as at 01<sup>st</sup> of January</b>	<b>(0)</b>	<b>0</b>
<b>Closing Cash Balance as at 31<sup>st</sup> of December</b>	<b>-</b>	<b>-</b>
	<b>-</b>	<b>-</b>

### 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	266,313	291,820	276,729	95%
Capital	12,000	12,142	10,412	86%

### 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		
	Not Applicable					



### 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 31.12.2022	Balance as per Financial Position Report as at 31.12.2022	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	571,439	571,439	-	100
9152	Machinery and Equipment	123,706	123,706	-	100
9153	Land	80,500	80,500	-	100
9154	Intangible Assets	-	-	-	-
9155	Biological Assets	-	-	-	-
9160	Work in Progress	-	-	-	-
9180	Lease Assets	39,521	39,521	-	100



# ජාතික විගණන කාර්යාලය

## தேசிய கணக்காய்வு அலுவலகம்

### NATIONAL AUDIT OFFICE



මගේ අංකය  
எனது இல. } PIC/B/PSC/2/22/ 20  
My No.

ඔබේ අංකය  
உமது இல. }  
Your No.

දිනය  
திகதி } 2023 මැයි 23 දින.  
Date

ලේකම්,

රාජ්‍ය සේවා කොමිෂන් සභාව.

ශීර්ෂය 06 - රාජ්‍ය සේවා කොමිෂන් සභාවේ 2022 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 තත්ත්වගණනය කළ මතය

ශීර්ෂය 06 - රාජ්‍ය සේවා කොමිෂන් සභාවේ 2022 දෙසැම්බර් 31 දිනට මූල්‍ය තත්ත්වය පිළිබඳ ප්‍රකාශය, එදිනෙන් අවසන් වර්ෂය සඳහා වූ මූල්‍ය කාර්යසාධන ප්‍රකාශය හා මුදල් ප්‍රවාහ ප්‍රකාශවලින් සමන්විත 2022 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 රාජ්‍ය සේවා 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.





මෙම වාර්තාවේ 1.6 ඡේදයේ දක්වා ඇති කරුණුවලින් වන බලපෑම හැර, මූල්‍ය ප්‍රකාශනවලින් 2022 දෙසැම්බර් 31 දිනට රාජ්‍ය සේවා කොමිෂන් සභාවේ මූල්‍ය තත්ත්වය සහ එදිනෙන් අවසන් වර්ෂය සඳහා එහි මූල්‍ය කාර්යසාධනය හා මුදල් ප්‍රවාහය පොදුවේ පිළිගත් ගිණුම්කරණ මූලධර්මවලට අනුකූලව සත්‍ය හා සාධාරණ තත්ත්වයක් පිළිබිඹු කරන බව මා දරන්නා වූ මතය වේ.

## 1.2 තත්ත්වගණනය කළ මතය සඳහා පදනම

මෙම වාර්තාවේ 1.6 ඡේදයේ දක්වා ඇති කරුණු මත පදනම්ව මාගේ මතය තත්ත්වගණනය කරනු ලැබේ. ශ්‍රී ලංකා විගණන ප්‍රමිතීන්ට (ශ්‍රී.ලං.වි.ප්‍ර) අනුකූලව මා විගණනය සිදු කරන ලදී. මූල්‍ය ප්‍රකාශන සම්බන්ධයෙන් මාගේ වගකීම, විගණකගේ වගකීම යන වගන්තියේ 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 සැම විටම ප්‍රමාණාත්මක සාවද්‍ය ප්‍රකාශයන් අනාවරණය 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 පදනම් 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 සැකමුසුබවින් 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 අවදානම් හඳුනාගැනීම හා තක්සේරු කිරීම සඳහා අවස්ථාවෝචිතව උචිත විගණන පරිපාටි සැලසුම් 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, චේතනාන්විත මඟහැරීමෙන්, වරදවා දැක්වීමෙන් හෝ අභ්‍යන්තර පාලනයන් මඟ හැරීමෙන් වැනි හේතු නිසා වන බැවිනි.
- අභ්‍යන්තර පාලනයේ සඵලදායීත්වය පිළිබඳව මතයක් ප්‍රකාශ කිරීමේ අදහසින් නොවුවද, අවස්ථාවෝචිතව උචිත විගණන පරිපාටි සැලසුම් කිරීම පිණිස අභ්‍යන්තර පාලනය 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 පාලන දුර්වලතා හා අනෙකුත් කරුණු පිළිබඳව ප්‍රධාන ගණන්දීමේ නිලධාරී දැනුවත් කරමි.

#### 1.5 වෙනත් නෛතික අවශ්‍යතා පිළිබඳ වාර්තාව

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2018 අංක 19 දරන ජාතික විගණන පනතේ 6 (1) (ඇ) වගන්තිය ප්‍රකාරව පහත සඳහන් කරුණු මා 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.

#### 1.6 මූල්‍ය ප්‍රකාශන පිළිබඳ අදහස් දැක්වීම

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##### 1.6.1 මූල්‍ය නොවන වත්කම්

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පහත සඳහන් නිරීක්ෂණයන් කරනු ලැබේ.

- (අ) ස්ථාවර වත්කම් ලේඛණය අනුව සමාලෝචිත වර්ෂයේ දෙසැම්බර් 31 දිනට දේපළ පිරිසත හා උපකරණයන්හි එකතු වටිනාකම රු.854,113,318 ක් වුවත්, කොමිෂන් සභාව විසින් පිළියෙල කර තිබුණු මූල්‍ය තත්ත්ව ප්‍රකාශයේ එය රු.809,113,318 ක් ලෙස රු.45,000,000 ක් අඩුවෙන් දක්වා තිබුණි. ඒ අනුව දේපළ පිරිසත හා උපකරණ සංචිත ශේෂය ද එම වටිනාකමෙන් අඩුවෙන් දැක්විණි.
- (ආ) ඒසීඒ 06-මූල්‍ය නොවන වත්කම් ප්‍රකාශයේ යන්ත්‍ර හා යන්ත්‍රෝපකරණවල ආරම්භක ශේෂය රු.32,500 ක් අඩුවෙන් දක්වා තිබුණි.

##### 1.6.2 වෙනත් ආදායම් ශීර්ෂ වෙනුවෙන් එකතු කළ ආදායම්

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වෙනත් ආදායම් ශීර්ෂ වෙනුවෙන් කොමිෂන් සභාව විසින් එකතු කර තිබූ රු.9,534,266 ක්වූ ආදායම මුදල් ප්‍රවාහ ප්‍රකාශයේ ආදායම් නොවන ලැබීම් ලෙස දක්වා තිබුණි.





## 2. මූල්‍ය සමාලෝචනය

### 2.1 බැරකම් හා බැඳීම් වලට එළඹීම

ඇමුණුම III බැඳීම් හා බැරකම් පිළිබඳ ප්‍රකාශයේ දක්වා නොතිබූ වැය විෂයයන් තුනකට අදාළ රු.1,609,362 ක බැරකම් 2023 වර්ෂයේ ප්‍රතිපාදන වලින් ගෙවා තිබුණි. ඉන් එක් බැරකමක් සමාලෝචිත වර්ෂයේ වැය විෂයයේ වියදමට ගැලපීමේදී ප්‍රතිපාදන ඉතිරිය ඉක්මවීම රු.494,532 ක් විය.

### 2.2 නීති, රීති හා රෙගුලාසිවලට අනුකූල නොවීම

පහත සඳහන් අනුකූල නොවීම් නිරීක්ෂණය විය.

#### නීති, රීති හා රෙගුලාසිවලට යොමුව

#### අනුකූල නොවීම

(අ). ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී

ජනරජයේ ආයතන සංග්‍රහය

11 පරිච්ඡේදයේ 13.3 වගන්තිය

2019 මාර්තු 01 දින සිට පුරප්පාඩුව පැවති කොමිෂන් සභාවේ පරිපාලන නිලධාරී තනතුර සඳහා විගණිත දිනය වූ 2023 මාර්තු 31 දින දක්වාම එනම් වසර 4ක කාලයක සිට වැඩ බැලීමේ පදනම මත වර්ෂයෙන් වර්ෂය දීර්ඝ කරමින් නිලධාරීන් පත්කර තිබුණු අතර එම තනතුර ස්ථිරව පිරවීමට කොමිෂන් සභාව කටයුතු කර නොතිබුණි.

(ආ). 2016 දෙසැම්බර් 29 දිනැති අංක

30/2016 දරන රාජ්‍ය පරිපාලන චක්‍රලේඛය

කොමිෂන් සභාවේ සංචිත වාහන 3ක් සම්බන්ධයෙන් පොදු 268 (අ) ආකෘතිය පිළියෙල කර නොතිබුණි.





### 3 මෙහෙයුම් සමාලෝචනය

#### 3.1 කාර්යසාධනය

පහත සඳහන් නිරීක්ෂණයන් කරනු ලැබේ.

(අ) 2021 වර්ෂයේදී කොමිෂන් සභාව වෙත ලැබී තිබූ ඉල්ලීම් වලින් 2023 අප්‍රේල් 28 දින වන විට ඉල්ලීම් 1,342ක් සම්බන්ධයෙන් එක් එක් ආයතන වෙතින් තොරතුරු කැඳවා තිබුණු අතර ඉල්ලීම් 523 ක කටයුතු සිදු කරමින් පැවතුණි. 2020 සහ 2021 වර්ෂවල ලැබුණු ඉල්ලීම් වලින් පිළිවෙලින් ඉල්ලීම් 07 ක හා 11ක කටයුතු 2023 අප්‍රේල් 28 දින වන විටත් ආරම්භ කර නොතිබුණි. එසේම 2022 වර්ෂයේදී කොමිෂන් සභාව වෙත ලැබී තිබුණු ඉල්ලීම් 18,469 කින් 2023 ජනවාරි 03 දින වන විට 4,124 ක කටයුතු සිදුකිරීමට පැවතුණි.

(ආ) 2009 පෙබරවාරි 20 දිනැති අංක 1589/30 දරන ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ අති විශේෂ ගැසට් පත්‍රය මගින් ප්‍රසිද්ධ කරන ලද රාජ්‍ය සේවා කොමිෂන් සභාවේ කාර්ය පටිපාටික රීතීන්හි 237 වන වගන්තිය ප්‍රකාරව දෙපාර්තමේන්තු ප්‍රධානියා, පත්කිරීමේ බලධාරියා හා අමාත්‍යාංශ ලේකම් විසින් කොමිෂන් සභාව වෙත යොමුකළ අභියාචනය කොමිෂන් සභාව වෙත ලැබී, ස්ථාන මාරු සම්බන්ධයෙන් දින 15ක් හා උසස් කිරීම් සම්බන්ධයෙන් දින 45 ක් ඇතුළත තීරණයක් කොමිෂන් සභාව විසින් ගනු ලැබිය යුතු වේ. එසේ වුවත් පරීක්ෂා කරන ලද අභියාචන ලිපිගොනු 21 න් ස්ථාන මාරු අභියාචන 07 ක් සඳහා තීරණ ලබා දීමට දින 45 සිට දින 1,504 දක්වා කාලයක් ගත කර තිබුණු අතර එක් උසස් කිරීමේ අභියාචනයක් ලැබී වසර 2 කට වැඩි කාලයක් ගතවී තිබුණද විගණිත දින වන විටත් ඒ සඳහා තීරණයක් ලබාදී නොතිබුණි. අදාළ අමාත්‍යාංශ වෙතින් නිරීක්ෂණ හා නිර්දේශ ඇතුළත් වාර්තා ලැබීම ප්‍රමාදවීම හා නියමිත පරිදි එවා නොතිබීම ඒ සඳහා හේතු වී තිබුණි.





### 3.2 වත්කම් කළමනාකරණය

#### 3.2.1 ඌන උපයෝජිත වත්කම්

පහත සඳහන් නිරීක්ෂණයන් කරනු ලැබේ.

- (අ) 2023 පෙබරවාරි 22 දිනට විවිධ වර්ගයේ ටෝනර් හා ඩ්‍රම් 116 ක් ගබඩාවේ පැවති අතර ඉන් 17 ක් 2020 වර්ෂයට පෙර මිලදී ගත් ඒවා වූ අතර 2020, 2021, 2022 හා 2023 වර්ෂවල පිළිවෙලින් ටෝනර් හා ඩ්‍රම් 05 ක්, 12 ක්, 72 ක් හා 10 ක් වශයෙන් මිලදීගෙන තිබුණි.
- (ආ) 2020 වර්ෂයට පෙර මිලදී ගෙන තිබූ වර්ග 03 කින් යුත් ටෝනර් 08 ක් භාවිතා කරන යන්ත්‍ර කොමිෂන් සභාවේ නොතිබීම හා ඉතා පැරණි යන්ත්‍ර වීම නිසා භාවිතය අවම වීම හේතුවෙන් එම ටෝනර් නිෂ්ක්‍රීයව පැවතුණි.
- (ඇ) 2020 ජනවාරි 01 දිනට T Brother 2150 වර්ගයේ එක් ටෝනරයක් ගබඩාවේ තිබියදී 2020 හා 2022 වර්ෂවලදී පිළිවෙලින් ටෝනර් 03 ක් හා 02 ක් මිලදී ගෙන උපයෝජනයකින් තොරව පැවති අතර Brother 2140 වර්ගයේ ඩ්‍රම් එකක් 2020 ජනවාරි 01 දිනට ගබඩාවේ පැවතියදී, 2021 වර්ෂයේ තවත් එවැනිම ඩ්‍රම් එකක් මිලදී ගෙන උපයෝජනයකින් තොරව ගබඩාවේ පැවතුණි.

#### 3.2.2 නිෂ්ක්‍රීය වත්කම්

කොමිෂන් සභාව සතු පිරිවැය රු.2,850,000 ක්වූ වාහනයක් 2020 ඔක්තෝබර් මාසයේ සිට විගණිත දිනය වූ 2023 මාර්තු 09 දින දක්වා ධාවනයෙන් තොරව ආයතන පරිශ්‍රයේ ගාල් කර තිබුණි.

#### 3.2.3 වත්කම් ඌනතා හා අතිරික්තතා

2022 වර්ෂයේ භාණ්ඩ සමීක්ෂණ වාර්තාව අනුව භාණ්ඩ අයිතම 16 ක ඒකක 39 ක ඌණතාවයක් හා භාණ්ඩ අයිතම 12 ක ඒකක 22 ක අතිරික්තයක් පැවතුණි.







#### 4. මානව සම්පත් කළමනාකරණය

##### 4.1 අනුයුක්ත කාර්ය මණ්ඩලය හා තත්‍ය කාර්ය මණ්ඩලය

පහත සඳහන් නිරීක්ෂණයන් කරනු ලැබේ.

- (අ). 2022 දෙසැම්බර් 31 දිනට කොමිෂන් සභාවේ ජ්‍යෙෂ්ඨ මට්ටමේ ලේකම් තනතුර සහ තෘතීයික මට්ටමේ තනතුරු 04 ක, ද්විතීයික මට්ටමේ එක් තනතුරක හා ප්‍රාථමික මට්ටමේ තනතුරු 07 ක පුරප්පාඩු 13 ක් පැවති අතර විගණන දිනය වූ 2023 මාර්තු 31 දින වන විටත් එම පුරප්පාඩු සම්පූර්ණ කර නොතිබුණි.
- (ආ) 2023 ජනවාරි 14 දිනට මාණ්ඩලික නිලධාරීන් 08 කගේ, කළමනාකරණ සේවා නිලධාරීන් 38 කගේ හා ප්‍රාථමික සේවා නිලධාරීන් 11 කගේ කොමිෂන් සභාවේ සේවා කාලය වසර 06 ඉක්මවා තිබුණි. ඉන් එක් කළමනාකරණ සේවා නිලධාරියකගේ කොමිෂන් සභා සේවා කාලය වසර 20 ඉක්මවා තිබුණි.

එච්.එස්.එස්.පෙරේරා

ජ්‍යෙෂ්ඨ සහකාර විගණකාධිපති  
 විගණකාධිපති වෙනුවට.

**එච්.එස්.එස්. පෙරේරා**  
 ජ්‍යෙෂ්ඨ සහකාර විගණකාධිපති  
 "ජාතික විගණන කාර්යාලය"  
 බත්තරමුල්ල



## Chapter 04 – Performance Indicators

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

Specific Indicators	Actual output as a percentage (%) of the expected output		
	100%- 90%	75%-89%	50%- 74%
	Not Applicable		

The Public Service Commission operates in accordance with the powers and duties assigned to the Public Service Commission by Article 55(3) of the Constitution. Due to the nature of the duties performed by this office (As the functions of this office are based on the requests received from other government institutions from time to time) it has become difficult to prepare performance indicators applicable to a specific time frame. Accordingly, it is kindly informed that there are no performance indicators documented by the Commission as per paragraph 04 of the National Budget Circular No. 2/2017 dated 25<sup>th</sup> July 2017.

It is further informed that it is not practical to prepare specific performance indicators at the beginning of the year as the duties performed by this office depend on the following factors.

- i. The functions performed by this office are based on the requests received from other government agencies from time to time,
- ii. The requests received thus fall under different scopes,
- iii. The capacity of each of those letters varies from one another,
- iv. Accordingly, the time incurred for issuing decisions varies depending on the capacity of the letter received / the nature of the request, even under the same subject
- v. The steps to be followed in making submissions to the Commission are not always similar, enabling to facilitate the granting of decisions on each such request.

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

### 5.1 Indicate the identified respective Sustainable Developments Goals.

Goal / Objective	Targets	Indicators of the achievement	Progress of the Achievement to date		
			0%-49%	50%-74%	75%- 100%
	Not applicable				

### 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	55	02*
Tertiary	11	06	05**
Secondary	120	131	11***
Primary	54	47	07

\* No excess as at 10.01.2023.

\*\* Two officers are employed on the acting basis.

\*\*\* The excess cadre as at 18.01.2023 is 01.

### 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 21<sup>st</sup> 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		
Software Training Course on Payroll	01	03 days	18		Local	It was able to provide an efficient service through knowledge and skill development
Postgraduate degree (Foreign)	01	02 years	0	263	Foreign	It was able to provide an efficient service through knowledge and skill development

Postgraduate degree(Local)	03	01 year	325	-	Local	It was able to provide an efficient service through knowledge and skill development
Tamil language course (hours 150)	73	07 days	113		Local	It has been able to provide an efficient service by developing the skills in handling the Tamil language
Tamil language course (200 hours)	25	The first session was commenced on 03.06.2022	68		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	<b>The following financial statements/accounts have been submitted on the due date</b>			
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		
<b>2</b>	<b>Maintenance of books and registers (FR 445)</b>			
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 been updated and maintained	Complied with		
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		
<b>03</b>	<b>Delegation of functions for financial control (FR 135)</b>			
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		
<b>04</b>	<b>Preparation of Annual Plans</b>			

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		
<b>05</b>	<b>Audit queries</b>			
5.1	All the audit queries have been replied within the specified time by the Auditor General	Complied with		
<b>06</b>	<b>Internal Audit</b>			
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		
<b>07</b>	<b>Audit and Management Committees</b>			



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		
<b>08</b>	<b>Asset Management</b>			
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		
<b>09</b>	<b>Vehicle Management</b>			
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		
<b>10</b>	<b>Management of Bank Accounts</b>			
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		
<b>11</b>	<b>Utilization of Provisions</b>			
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		
<b>12</b>	<b>Advances to Public Officers Account</b>			
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		
<b>13</b>	<b>General Deposit Account</b>			

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		
<b>14</b>	<b>Imprest Account</b>			
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		
<b>15</b>	<b>Revenue Account</b>			
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 FR 176	Complied with		
<b>16</b>	<b>Human Resource Management</b>			
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		
<b>17</b>	<b>Provision of information to the public</b>			

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 alternative measures	Complied with		
17.3	Bi-annual and annual reports have been submitted as per Section 08 and 10 of the RTI Act	Complied with		
<b>18</b>	<b>Implementing Citizens Charter</b>			
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		
<b>19</b>	<b>Preparation of the Human Resource Plan</b>			
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	A plan for the development of human resources for the year 2022 was not prepared as action was taken in terms of the National Budget Circular 3/2022 issued in relation to the control of government expenditure. However, upon the request of the officers for training in order to fulfil the qualifications mentioned in the Service Minutes, such officers have been given the opportunity to complete the respective courses.	Action was taken regarding the training of officers in terms of the provisions under the Circular issued as per the policy decision of the government on controlling government expenditure.

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		
<b>20</b>	<b>Responses Audit Paras</b>			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied with		

**END.**