Chapter 01 - Institutional Profile/Executive Summary

1.1 Introduction

Several departments and public institutions taking charge in the course of realization of law and justice are coming under the purview of this Ministry. Despite the subject which the Ministry has been entrusted with has been changed from time to time, it, from the inception to date stands apex in the process of law reforms and in facilitating for the process of administration of justice for the sake of general public. The uniqueness of this Ministry is the Chief Accounting Officer holding responsible for two Expenditure Heads of 110 and 228.

The purview of the Ministry includes the implementation of important laws which *inter alia* consist of laws pertaining to matters in respect of criminals and as well as the laws conducive to the protection of the civil rights of the entire citizen of the country. The Ministry thus involves in the introduction of new laws and the amendments to the existing laws in line with the contemporary needs of the country. Further, the Legal Draftsmen’s Department coming under the purview of the Ministry of Justice engages in a formidable task by way of drafting legislations responding to the requests made by other public institutions while the Attorney General’s Departments provides legal advice and issue certificate of constitutionality in respect of legal matters.

One of the other responsibilities with the Ministry holding accountable is to facilitate for the administration of justice and to protect the independence of the judiciary. The Ministry extends its fullest corporation to the Judicial Services Commission for the Court Administration. The Ministry of Justice provides 221 Courts and 39 Labour Tribunals in 34 judicial zones already published in the Gazette with necessary infrastructure facilities. In this effort, the Ministry is involving in maintenance of court buildings, renovation and refurbishments and construction of new building on exigencies. The Ministry is also engaged in the provision of residential facilities, construction and maintenance of official residences enabling the judicial officers to discharge their duties with dignity and independence. Moreover, the Ministry is also responsible for the provision of telecommunication and transport.

Avoidance of delays in the process administration of justice is prioritized by the Ministry as its one of the responsibilities. In order to cope with backlog of courts cases, their exists and alternative dispute resolution mechanism against the litigation where the Mediation Boards Commission, the Department of Debt Conciliation Board, the International Arbitration Centre etc. coming under the purview of the Ministry play and important role. Scientific evidence testified by the Government Analyst Department are vitally important in assisting the realization of administration of justice.

In an attempt to provide equal access to justice for all citizens, the legal Aid Commission renders a great volume of work specially focusing its attention on the poor who are unable to seek legal redress. The National Authority for the Protection of Victims of Crimes and Witnesses encourages the witnesses to adduce evidence so that the criminals may be convicted based on the evidence.

Several establishments under this Ministry are involving in prison administration and rehabilitation to transform the prison inmates into law abiding citizens in the society. Further, the Ministry takes the charge of administration matters pertaining to Inquirer into Sudden Deaths, Commissioner for Oaths and Sworn Translators.
1.2 Vision, Mission, Objectives of the Institution

Vision

“Sustainably developed Sri Lanka”
(As per the President Circular No. PS/SP/SB/C/22/2019)

Mission

Providing leadership in the areas of Justice and Prison Reforms through; Legal reforms and infrastructure development; Providing legal advice to and representation of the State agencies and conducting criminal prosecution; Drafting legislation; Recommending legal reforms to the state; Providing scientific analysis and consultancy services on forensic and food science; alternative dispute resolution services; legal aid; assistance and protection to the victims of crimes and witnesses; public trustee services; Debt conciliation; Prison administration; Correcting minor offenders; Supporting superior court and labour tribunal proceedings; Controlling, administering and maintaining superior court complex; Capacity building of judicial and non-judicial officers; Providing law education, and dispute resolution under Muslim’s law.

Objective

❖ To strengthen the machinery for administration of Justice
❖ To promote Law Reforms and enact laws
❖ To strengthen the activities of the Mediation Boards Commission
❖ To increase efficiency and quality assurance of the Departments and Institutions which are coming under the Ministry of Justice, Human Rights and Legal Reforms
1.3 Key Functions

- Formulation, implementation, monitoring and evaluation of policies, programmes and projects; in relation to subject of Justice, Human Rights and Law reforms and the subjects of the departments, statutory institutions referred to in Column II and laws and regulations referred to in Column III

- Matters relating to the administration of the courts of justice which have not been assigned to any other party in terms of the Constitution

- Implementation of reforms to the legal system taking into consideration social needs and global trends

- Implementation of all matters systematically and efficiently in relation to overall administration, including prevention of delays in the administration of justice within the court system

- Criminal prosecutions and civil proceedings on behalf of the Government

- Tender legal advice to the Government and to all Government departments

- Drafting of legislation

- Make recommendations to grant pardons, commutations, remissions, respites and suspensions in relation to sentences passed on any offender

- Formulation and implementation of an appropriate programme to enhance the effectiveness and efficiency of the overall Quazi system

- Administration of labour tribunals and any other related matters

- Re-documentation and consolidation of laws

- All matters relating to the Assistance to and Protection of Victims (Crime and Witnesses Act, No. 4 of 2015)

- Formulation and implementation of policies, plans and programmes in relation to prison reforms

- Prison administration and reforms

- Activities related to community based correction projects

- Implementing programmes and projects for rehabilitation the persons physically and mentally affected by the conflicts

- Implementing programmes for re-integrating persons involved in terrorist activities into the main stream of civilian life

- Adopting necessary measures for the rehabilitation of properties and persons affected by the conflicts

- Promotion of National Integration and Reconciliation and lasting peace within the country and formulation of a policy framework for the said purpose
- Identifying obstacles affecting consolidation of National Integration and inter-ministerial and departmental coordination in collaboration with the ministries, departments and institutions concern

- Supervision and evaluation of relevant programmes and projects involved at field level

- Introduction and implementation of dialogue programmes to establish solidarity and co-existence between communities

- Provision of necessary facilities for use of national languages and link language to enable people to gain a mutual understanding of their cultural, social and religious backgrounds

- Supervising all institutions referred to in Column II and matters relating to all subjects assigned to such institutions
1.4 Organizational Chart
1.5 Departments under the Ministry

1. Attorney General’s Department
2. Legal Draftsman’s Department
3. Department of the Law Commission of Sri Lanka
4. Government Analyst’s Department
5. Department of Public Trustee
6. Department of Debt Conciliation Board
7. Department of Prisons
8. Department of Community Based Corrections
9. Registry of the Supreme Court

1.6 Institutions coming under the Ministry
Head – 110

1. Mediations Board Commission
2. Training Institute for Non Judicial Officers
3. International Arbitration Centre (Guarantee)Ltd
4. Legal Aid Commission
5. Sri Lanka Judge’s Institute
6. National Authority for the Protection of Victims of Crime and Witnesses
7. Rehabilitation Commissioner General’s Office
8. Office for National Unity and Reconciliation
9. Office of Missing Persons
10. Office for Reparations
11. Quazi Courts and Quazi Board of Appeal

Head – 228

1. Office of the Secretary Labour Tribunals
2. Superior Courts Complex Board of Management

* Law College

Sri Lanka Law College also has been gazetted under this Ministry. But Funds are not allocated by Head No.110 or 228
1.7 Details of the Foreign Funded Projects

1.7.1 United Nations Development Programme (UNDP)

a) Name of the Project: Strengthening Access to Justice and Victim and Witness Protection in Sri Lanka - focus on Victim Witness Protection National Authority for Protection of Victims of Crime and Witnesses

b) Donor Agency: United Nations Development Programme (UNDP)

c) Estimated Cost of the Project: SLR 40.00 Mn. Expenditure as at 31st Dec, 2019:

d) Rs. 13.2Mn. SLR 26.8mn was expended in 2018.

e) Project Duration: from 2018 to 2019

f) Nature of Funding: Grant - Funds provided by the UNDP through the MOJ.

Performance:

a) The UNDP has provided Rs. 40Mn. Sri Lankan Rupees as a grant to empower the Victim of Crime and Witness Protection Process. According to the Act, the Authority’s responsibility is to take measures to sensitize public officers involved in the enforcement of law.

b) Accordingly the following programmes have been conducted by the Authority with the financial allocation from the funds provided by UNDP.

<table>
<thead>
<tr>
<th>Programme</th>
<th>Participants</th>
<th>Number of Participants</th>
<th>Number of Programmes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training Programme</td>
<td>Police Protection Division and Authority Staff</td>
<td>55</td>
<td>01</td>
</tr>
<tr>
<td>Awareness Programme</td>
<td>Child Protection Officers, Police Special Investigation Unit, BAR, State Counsels of AGs Department, Zonal Educational Officers, Police Officers, Government Officers and Women and Children Bureau</td>
<td>3120 and 10,000 Students 600 teachers and 1000 parents</td>
<td>15</td>
</tr>
<tr>
<td>Follow up programme</td>
<td>Lawyers, Legal Aid Commission</td>
<td>95</td>
<td>02</td>
</tr>
</tbody>
</table>
1.7.2 **Asian Development Bank**

a) Name of the Project: Strengthening the efficiency of the Justice sector with focus on Commercial Law, Investment and contract Enforcement

b) Donor Agency: Asian Development Bank

c) Estimate Cost of the Project: US$ 750,000

d) Project Duration: from July 2017 to July 2020, Extended up to 2021

e) Nature of Funding: Grant - Technical Assistance Programme

**Objective of the Project**: To strengthen the regulatory and institutional framework of the Sri Lanka Justice Sector, with the objective of enhancing sector performance and effectiveness leading to increasing investors confidence in doing business.

This project expected to proceed with a need assessment to identify the gaps and priority areas; and finally to develop a 5-year Strategic Action Plan (SAP) to serve as a road map of the Justice Sector strengthening the legal aspect of investment, private performances and contract enforcement by reducing the chronic delays of Justice.

ADB appointed three Consultants (Two international and one national consultants) for implementation of the above project.

**Performance**

1. The literature Survey has been concluded.
2. In the process of formulating needs assessment
3. Stakeholder Consultations – Judges’ Forum, Eminent Person’s Forum, Development Partners Forum, AG’s Department Workshop, and Senior Counsels’ Forum were conducted.
4. Document Survey
5. Institutional Assessment – SLJI and BASL
6. Process maps of court based procurements and civil Procedure Code
7. Court timing Analysis

1.7.3 **USAID**

a) Name of the Project: Coherent, Open, Responsive, Effective Justice Programme (CORE Justice Programme)

b) Donor Agency: USAID

c) Estimate Cost of the Project: US$ 8.5million

d) Project Duration: from August 2017 to July 2021

e) Nature of Funding: Grant - Not direct funding - US organization implement these activities. Ministry of Justice has to reimburse the taxes and duties pertaining to the projects. Within the proposed activities 60% completed.
**Objectivities of the Project**

- Effectiveness of core judicial institutions and actors strengthened
- Justice system transparency and citizen engagement improved
- Governance, qualifications and diversity of the legal profession enhanced.

**Progress :**

- 3 Judges nominated by the JSC participated in the “Dubai Conference on Court Excellence and Innovation in Nov. 2018.
- The JSC established court management Committees (CSCs) to help streamline and decentralize local Court administration. Fifty three Judges trained topics of improvement and mastering methods for practical application of best practice in courts.
- Supporting mediation in Sri Lanka- A series of events facilitated CORE Justice’s arbitration mediation adviser Justice David Brewer.
- SLJI NET : Extended support to the SLJI to review and upgrade SLJI Net.
- Supporting Case Management System : To support to Commercial High Courts including the purchase of digital and audio recording and video conferencing systems to installed three CHC Court rooms.
- Mobile E-Diary System for the Attorney General’s Department : CORE Justice is working with the Attorney General’s Department to develop and implement an e-diary and file management system for the department. Formal MOU between the two parties was signed. A sub contractor presented a mock-up of the e-diary.
- Core Justice is supporting the rehabilitation of the space proposed for the Training Development Center for the AG’s Department.
- Legal Education Best Practices and white-collar Crime Study Tour: Ten Senior level Officials from the AG’s Department took part in this study tour.
- CORE Justice is currently supporting the redesign of the training curriculum based on legal education best practices.
- 121 State Counsel representing both Criminal and Civil trained.
- Conducting Training programmes for Registrars, Court Staff and Court Family Counselors.
- Standardize and improve collection of Statistics
- Organization Development support to the BAR Association of Sri Lanka.

**1.7.4 EU Project (STRIDE)**

a) Name of the Project : Strengthening Transformation, Reconciliation and Inclusive Democratic Engagement (STRIDE) - Mediation Boards Commission

b) Donor Agency : EU and World Bank

c) Estimated Cost of the Project : EUR 7.0 mn ( Total Cost EUR 107.7 mn within that only EUR 7.0mn allocated to this project.)

d) Project Duration : from August 2020 to July 2024

e) Nature of Funding: Grant - Not direct funding - Activities will be implemented in indirect management with the British Council.

**Objectivities of the Project**

To strengthen the Local Mediation Boards.

**Progress :**

Agreement has been signed on 9th Oct 2019. Project not yet started.
Chapter 02 - Progress and the Future Outlook

Special Achievements, Challenges and Anticipated Targets

In the year 2019, this Ministry has recorded a tremendous progress relating to affairs which were within its purview particularly in the areas of law reforms, provisions of facilities for the better realization of administration of Justice and prison reforms.

1. Special Achievements

One of the most significant tasks taken charge by this Ministry is to engage in law reforms in keeping with the societal values and the growing trends in the global approach. In its endeavor, in 2019, this Ministry submitted 04 Bills of timely significance which were passed in Parliament. These include amendments to the Trust Ordinance to expand its scope, amendments to the Debts Conciliation Act aiming at decentralization of service of the Board, amendments to the Recovery of Damages for the Death of a Person Act to enable the dependents of the deceased to recover damages, amendments to the Judicature Act to give effect the appointment of the Justices of Peace on the basis of the administrative districts. Added to that, reforms in legislation are now in progress. During the year under review, the Legal Draftsman’s Department has arranged 290 Bills drafted in three languages to be submitted to the relevant parties.

The biggest challenge which the Judicial Sector faces at present is the delay in the disposal of court cases. In order for the expeditious conclusion of the legal proceedings, measures have already been put in place to accelerate the submission of analytical and testing reports. This amply demonstrates by the fact that during the year under review, 40745 analytical and testing reports could be submitted responding to 43229 requests lodged at the Department. Arrangements have already been set to cope with the backlog of court cases for which new appointments and provision of necessary facilities to the Attorney General’s Department have been provided. By the mid of 2018, 44195 files remained at the Department to be dealt with were recorded to 29806 by the end of 2019 due to the arrangements for expeditious conclusion. It became essential to introduce an efficient mechanism to the judicial sector for which the Court Automation Project could be prioritized as a key remedial solution. A determined effort has been made during the year under review in search of funds for the implementation of this project.

Measures taken to limit the cases brought before courts apparently appear as alternative means to relieve the delay in court cases. In an attempt to accomplish this initiative, steps were taken to highly strengthen the dispute resolution methodologies alternative to litigation. Interestingly, the Mediation Board resolved 89750 disputes recording a higher rate of settlement amounting to 67%. Measures have already been taken to decentralize the Department of Debts Conciliation Board that was established with the objective to reliefs to the general public who have been engulfed by the burden of loans taken out on conditional transfers of their immovable properties. Moreover, steps were also taken to restructure the International Arbitration Centre that is vested with the jurisdiction in commercial matters.
Court houses equipped with adequate spaces are vitally instrumental for the smooth functioning of the judicial process. The commencement of extensive repairs to the Court Complex in Hultsdorp, the state of its dilapidation was at risk for both the staff and the general public due to delay in effecting an extensive repair for a long passage of time, appears to be a milestone in the recent judicial history. The proposed refurbishment began in 2019 at an estimated cost of Rs.1,316 million. Additionally, during the year under review, the Court Complex in Polonnaruwa was declared open and the construction works of the Court Complexes in Welimada and Pugoda commenced.

The Ministry in its role takes the charge of providing the Judges with standard official residential facilities enabling Judicial Officers to discharge their judicial duties with dignity, respect and independence. Achieving success, the Ministry was able to construct and hand over official residences for High Court Judges in Kuliyapitiya, Monaragala, Puttalam, Maho and Siyambalanduwa. Furthermore, construction of new official residences for Judges commenced in Deiyandara, Nawalapitiya and Embilipitiya. During the year under review, the Sri Lanka Judges’ Institute conducted 61 local and foreign seminars, workshops and training courses to advance the professional expertise of the Judges.

The Legal Aid Commission of Sri Lanka involves in a great volume of work for providing access to justice to those who are in need of redress of the administration of justice as they in consequence of their intrinsic features of poverty and ignorance seek legal aid. Accordingly, 171858 persons who sought redress at 83 Legal Aid Centers throughout the country were provided with legal advice and assistance and service of an Attorney-at-Law.

Applications lodged at the National Authority for the Victims of Crimes and Witnesses are now on the increase as a result of the public awareness campaigns carried out by the mass media educating the general public on the important role played by the National Authority. Measures have been proceeded to deal with the applications intensively and equitably.

Prison administration and prison reforms are formidable tasks entrusted with this Ministry. At present, there are 25108 prisoners overcrowded in the prisons located throughout the country. Measures are now being taken to relive the prison overcrowding. Community Based Correction orders in lieu of imposition of sentence of imprisonment serve in great deal to reduce the congestions prevalent in the prisons. The number of offenders in respect of whom a community based correction order has been entered during the year under review recorded as 12039. As a result of the Cabinet Reshuffle taken place at the end of the year under review, the role of the Ministry was further expanded. Accordingly, the Ministry has been entrusted with the task of national integration and reconciliation in which the affairs of the Office of the Commissioner General of Rehabilitation, the Office of the National Harmony and Reconciliation and the Office of Missing Persons and the Office of Indemnification are coming within the purview of the Ministry.

In 2019, the Ministry was capable of utilizing 79% of provisions fallen under the Ministry Expenditure Head 110 while 99% of the provisions fallen under Expenditure Head 228. In 2019, the Court Administration Division recorded revenues amounted to Rs.1,645 exceeding to its
estimated revenues. The projects implemented under the Ministry were monitored and supervised by way of conducting progress review meetings and performance appraisals. Every effort has been placed to accomplish targets laid down in the action plan of the Ministry of Justice and Departments that are within its purview. In order to maintain a higher standard of discipline in terms of finance in the realization of accomplishment of establishment objectives, Heads of Departments were guided by way of conducting meetings punctually specially focusing attention on auditing and management.

2. **Challenges**

Despite a number of Projects have been identified to be implemented in the judicial sector, it seems difficult to put such projects in place expeditiously due to the shortage of available resources. Development of human resources by way of creating new posts and filling of existing vacancies is also becoming a biggest challenge. Inability to provide the courts with adequate facilities directly affects the efficiency of the judicial sector. Inadequacy of sufficient number of Judges and Courts is one such cause in blaming for delay in disposal of court cases. Dearth of officers in certain categories such as translators’ servers and certain other special categories impedes the efficiency. In case of prisons reforms, prison overcrowding has become worse. Special attention has now been focused on the combat of drug trafficking within the prison premises. Moreover, Ministry of Justice has drawn special attention towards the law reforms in keeping with the contemporary needs in order for the realization of the rule of law of the country.

3. **Future Targets**

The Government’s National Policy Framework entitled “Vistas of Prosperity and Splendour” highlights priorities to be given by this Ministry. In order to ensure goals encompassed in such priorities, certain functions have been identified on short term, mid term and long term basis. Accordingly, for the purpose of coping with the delay in hearing and concluding of court cases, it is intending

1. expeditious implementation of court digitalization project,
2. development of court infrastructure facilities and establishment of new courts,
3. increase of Judicial Officers,
4. taking physical and legal measures to relieve overcrowding of remand prisoners in court premises and reducing related costs,
5. Strengthening of mediation process etc.

I therefore intend to take immediate measures on the instruction of the Hon. Minister of Justice with the concurrence of all related parties in order to achieve the success.

Signed
M.P.K.K.Mayadunne
Secretary to the Ministry of Justice
Chapter 03 – Overall Financial Performance for the year ended 31st December 2019

3.1 Statement of Financial Performance

Head – 110

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2019</th>
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<td>A.</td>
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<tr>
<td>B.</td>
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<td>C.</td>
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<table>
<thead>
<tr>
<th>Revenue Receipts</th>
<th>Rs.</th>
<th>Rs.</th>
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<tbody>
<tr>
<td>Income Tax</td>
<td>700,690,320</td>
<td>711,663,000</td>
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<td>Taxes on Domestic Goods &amp; Services</td>
<td>3,950,554</td>
<td>3,923,982</td>
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<td>Taxes on International Trade</td>
<td>51,803,532</td>
<td>24,651,132</td>
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<td>Non Tax Revenue &amp; Others</td>
<td>24,634,511</td>
<td>15,723,414</td>
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<tr>
<td>Total Non Revenue Receipts (A)</td>
<td>759,016,565</td>
<td>757,728,228</td>
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</table>

<table>
<thead>
<tr>
<th>Total Revenue Receipts &amp; Non Revenue Receipts C</th>
<th>Rs.</th>
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<tbody>
<tr>
<td>.</td>
<td>759,016,565</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Loss: Expenditure</th>
<th>Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recurrent Expenditure</td>
<td>271,139,106</td>
</tr>
<tr>
<td>Wages, Salaries &amp; Other Employment Benefits</td>
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<tr>
<td>Other Goods &amp; Services</td>
<td>343,516,770</td>
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<td>Subsidies, Grant and Transfers</td>
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<tr>
<td>Interest Payable</td>
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<td>S.No.</td>
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<td></td>
<td>Other Recurrent Expenditure</td>
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<td></td>
<td>Total Recurrent Expenditure (D)</td>
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<tr>
<td>1</td>
<td>Capital Expenditure</td>
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<tr>
<td></td>
<td>Rehabilitation &amp; Improvement of Capital Assets</td>
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<tr>
<td></td>
<td>Acquisition of Capital Assets</td>
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<td></td>
<td>Capital Transfers</td>
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<tr>
<td></td>
<td>Acquisition of Financial Assets</td>
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<td></td>
<td>Capacity Building</td>
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<td></td>
<td>Other Capital Expenditure</td>
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<tr>
<td></td>
<td>Total Capital Expenditure (E)</td>
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<tr>
<td></td>
<td>Main Ledger Expenditure (F)</td>
</tr>
<tr>
<td></td>
<td>Deposit Payments</td>
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<tr>
<td></td>
<td>Advance Payments</td>
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<tr>
<td></td>
<td>Total Expenditure G = (D+E+F)</td>
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<td></td>
<td>Imprest Balance as at 31st December 2018 H = (C-G)</td>
</tr>
</tbody>
</table>

Imprest Balance as at 31st December 2018 = (C-G)

C= (313,034,267) - (264,857,200)

Chief Financial Officer/Chief Accountant/Director (Finance) Commissioner (Finance)
Date: 30-03-2020

G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reform
Colombo 12.
### Head-228- Couris Administration

**Statement of Financial Performance**

*for the period ended 31st December 2019*

<table>
<thead>
<tr>
<th>Description</th>
<th>Note</th>
<th>Budget 2019</th>
<th>2019</th>
<th>2018</th>
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<tr>
<td>Revenue Receipts</td>
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<td>Income Tax</td>
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<td>Taxes on Domestic Goods &amp; Services</td>
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<tr>
<td>Taxes on International Trade</td>
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<td>Non Tax Revenue &amp; Others</td>
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<td><strong>Total Revenue Receipts (A)</strong></td>
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<tr>
<td>Non Revenue Receipts</td>
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<tr>
<td>- Treasury Interests</td>
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<tr>
<td>- Deposits</td>
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<td>- Advance Accounts</td>
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<tr>
<td>- Other Receipts</td>
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<td></td>
</tr>
<tr>
<td><strong>Total Non Revenue Receipts (B)</strong></td>
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<td></td>
</tr>
<tr>
<td><strong>Total Revenue Receipts &amp; Non Revenue</strong></td>
<td></td>
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<tr>
<td><strong>Receipts C = (A)+(B)</strong></td>
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<tr>
<td>Less: Expenditure</td>
<td></td>
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<td>Recurrent Expenditure</td>
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<td>- Wages, Salaries &amp; Other Employment Benefits</td>
<td>5</td>
<td>5,673,476,929</td>
<td>5,179,538,618</td>
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<td>- Other Goods &amp; Services</td>
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<td>1,310,082,350</td>
<td>1,112,036,275</td>
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<td>- Subsidies, Grants and Transfers</td>
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<td>211,236,549</td>
<td>194,704,023</td>
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**Rs.**
<table>
<thead>
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<th>Item</th>
<th>Amount</th>
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<td>Interest Payments</td>
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<td>Other Recurrent Expenditure (b)</td>
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<td>Exploration &amp; Improvement of Capital Assets</td>
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<tr>
<td>Capital Assets</td>
<td>2,070,900,000.00</td>
</tr>
<tr>
<td>Transfers</td>
<td>60,000,000.00</td>
</tr>
<tr>
<td>Capital Transfers</td>
<td>1,864,200,000.00</td>
</tr>
<tr>
<td>Capacity Building</td>
<td>5,300,000.00</td>
</tr>
<tr>
<td>Total Capital Expenditure (c)</td>
<td>21,592,600,000.00</td>
</tr>
<tr>
<td>Total Capital Expenditure (e)</td>
<td>2,862,407,128.00</td>
</tr>
<tr>
<td>Main Ledger Expenditure (f)</td>
<td>9,893,456,583.00</td>
</tr>
<tr>
<td>Main Ledger Expenditure (f)</td>
<td>9,893,456,583.00</td>
</tr>
<tr>
<td>Deposit Payments</td>
<td>45,179,652.00</td>
</tr>
<tr>
<td>Advance Payments</td>
<td>23,206,280,145.00</td>
</tr>
<tr>
<td>Total Expenditure G = (D + E + F)</td>
<td>9,855,660,000.00</td>
</tr>
<tr>
<td>Impeachment Balance as at 31st December 2009 (H)</td>
<td>1,064,590,000.00</td>
</tr>
</tbody>
</table>

[Financial data and calculations related to Ministry of Justice]
### 3.2 Statement of Financial Position

**Head - 110**
Detail Accounting Statements in A.C.A format Nos. 1 to 6 presented in pages from 10 to 17 and Notes to accounts have been prepared in compliance with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements. Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to be in agreement.

[Signatures and details]

Chief Financial Officer
Name: [Signature]
Designation: [Position]
Date: [Date]

[Signature]
Name: [Signature]
Designation: [Position]
Date: [Date]

[Signature]
Name: [Signature]
Designation: [Position]
Date: [Date]
### Head 228 Courts Administration Statement of Financial Position as at 31st December 2019

<table>
<thead>
<tr>
<th>Branch</th>
<th>2019</th>
<th>Actual</th>
<th>Rs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property, Plant &amp; Equipment</td>
<td>9,983,690,478</td>
<td>3,422,817,956</td>
<td></td>
</tr>
<tr>
<td>Advance Accounts</td>
<td>2,090,598,831</td>
<td>1,734,481,075</td>
<td></td>
</tr>
<tr>
<td>Cash &amp; Cash Equivalents</td>
<td>8,528,203</td>
<td>51,587,299,823</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>11,596,886,712</strong></td>
<td><strong>5,187,299,823</strong></td>
<td></td>
</tr>
<tr>
<td>Net Assets / Equity</td>
<td>6,058,926,069.78</td>
<td>3,422,817,956</td>
<td></td>
</tr>
<tr>
<td>Property, Plant &amp; Equipment Reserve</td>
<td>9,983,690,478</td>
<td>484,612,571</td>
<td></td>
</tr>
<tr>
<td>Rent and Work Advance Reserve</td>
<td>661,490,881</td>
<td>484,612,571</td>
<td></td>
</tr>
</tbody>
</table>
### Current Liabilities

<table>
<thead>
<tr>
<th>Deposits Accounts</th>
<th>ACA-4</th>
<th>10,402,070,811</th>
<th>10,065,210,924</th>
</tr>
</thead>
<tbody>
<tr>
<td>Imposed Balance</td>
<td>ACA-3</td>
<td>8,826,403</td>
<td></td>
</tr>
<tr>
<td>Total Liabilities</td>
<td></td>
<td>11,996,986,712</td>
<td>5,157,299,631</td>
</tr>
</tbody>
</table>

Detail Accounting Statements in ACA format Nos. 1 to 6 presented in pages from 01 to 42 and Notes to accounts presented in pages from 43 to 67 form and integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to be in agreement.

______________________________
Chief Accounting Officer
Name: J.J. Rathnasiri
Designation: Secretary
Date:

______________________________
Accounting Officer
Name: 
Designation: 
Date:

______________________________
Chief Financial Officer/CFO
Name: 
Designation: 
Date:

G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reforms
Colombo 12.
### 3.3 Statement of Cash Flows

Head - 110

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rs.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cash Flows from Operating Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Tax Receipts</td>
<td>15,885,414</td>
<td>13,581,770</td>
</tr>
<tr>
<td>Fees, Fines, Penalties and Licenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Profit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reversion Collected for Other Heads</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cash generated from Operations (a)</td>
<td>220,802,259</td>
<td>337,965,849</td>
</tr>
<tr>
<td><strong>Less - Cash distributed for</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal Emoluments &amp; Operating Payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Transfer Payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Department Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity Capital - Non-current</td>
<td>681,729,929</td>
<td>681,729,929</td>
</tr>
<tr>
<td>Total Cash distributed for Operations (b)</td>
<td>681,729,929</td>
<td>681,729,929</td>
</tr>
<tr>
<td><strong>NET CASH FLOW FROM OPERATING ACTIVITIES (C) = (a) - (b)</strong></td>
<td>89,365,249</td>
<td>111,362,420</td>
</tr>
<tr>
<td><strong>Cash Flows from Investing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dividends</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recovery from Sale of Physical Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recoveries from Loan</td>
<td>15,381,052</td>
<td>15,381,052</td>
</tr>
<tr>
<td><strong>Total Cash generated from Investing Activities (d)</strong></td>
<td>15,381,052</td>
<td>15,381,052</td>
</tr>
<tr>
<td><strong>Less - Cash distributed for</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Cash Flows for the Period</strong></td>
<td>239,091,817</td>
<td>454,727,879</td>
</tr>
</tbody>
</table>

*Ministry of Justice*
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Previous Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase or Construction of Physical Assets &amp; Acquisition of other</td>
<td>77,507,638</td>
<td>77,685,829</td>
</tr>
<tr>
<td>Investment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advance Payment</td>
<td>18,685,320</td>
<td></td>
</tr>
<tr>
<td>Total Cash disbursed for Investing Activities (e)</td>
<td>96,192,958</td>
<td>77,685,829</td>
</tr>
<tr>
<td><strong>NET CASH FLOW FROM INVESTING ACTIVITIES (F) = (d) - (e)</strong></td>
<td>(80,999,985)</td>
<td>(77,685,829)</td>
</tr>
<tr>
<td><strong>NET CASH FLOWS FROM OPERATING &amp; INVESTMENT ACTIVITIES (g) = (c) + (f)</strong></td>
<td>(544,780)</td>
<td>33,676,591</td>
</tr>
<tr>
<td><strong>Cash Flows from Financing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foreign Borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deposit Received</td>
<td>5,823,982</td>
<td></td>
</tr>
<tr>
<td>Grants Received</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cash generated from Financing Activities (h)</td>
<td>5,823,982</td>
<td></td>
</tr>
<tr>
<td><strong>Less - Cash disbursed for</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repayment of Local Borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repayment of Foreign Borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deposit Payment</td>
<td>5,279,193</td>
<td></td>
</tr>
<tr>
<td>Change in Deposit Accounts and Other Liabilities</td>
<td></td>
<td>33,676,591</td>
</tr>
<tr>
<td>Total Cash disbursed for Financing Activities (i)</td>
<td>5,279,193</td>
<td>33,676,591</td>
</tr>
<tr>
<td><strong>NET CASH FLOW FROM FINANCING ACTIVITIES (J) = (h) - (i)</strong></td>
<td>544,780</td>
<td>(33,676,591)</td>
</tr>
<tr>
<td>Net Movement in Cash (k) = (g) - (j)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening Cash Balance as at 01st January</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Closing Cash Balance as at 31st December</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Head-228 - Courts Administration

**Statement of Cash Flows**

**for the Period ended 31st December 2019**

<table>
<thead>
<tr>
<th></th>
<th>2019 Rs.</th>
<th>2018 Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash Flows from Operating Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Tax Receipts</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Fees, Fines, Penalties and Licenses</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Profit</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Non Revenue Receipts</td>
<td>1,860,321,640</td>
<td>21,217,815,668</td>
</tr>
<tr>
<td>Revenue Collected from Other Heads</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Imprést Received</td>
<td>7,304,500,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Cash generated from Operations (a)</strong></td>
<td>9,164,821,640</td>
<td>21,217,815,668</td>
</tr>
<tr>
<td><strong>Less - Cash disbursted for:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal Emoluments &amp; Operating Payments</td>
<td>6,970,924,166</td>
<td>7,276,557,381</td>
</tr>
<tr>
<td>Subsidies &amp; Transfer Payments</td>
<td>49,144,765</td>
<td>44,240,537</td>
</tr>
<tr>
<td>Expenditure on Other Heads</td>
<td>47,790,350</td>
<td>-</td>
</tr>
<tr>
<td>Imprést Settlement to Treasury</td>
<td>37,840,009</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Cash disbursed for Operations (b)</strong></td>
<td>7,105,699,290</td>
<td>7,320,797,918</td>
</tr>
<tr>
<td><strong>NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(a)-(b)</strong></td>
<td>2,059,122,350</td>
<td>13,897,017,750</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2019 Rs.</th>
<th>2018 Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash Flows from Investing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Dividends</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Divestiture Proceeds &amp; Sale of Physical Assets</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Recoveries from On Lending</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Recoveries from Advance</td>
<td>376,146,660</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Cash generated from Investing Activities (d)</strong></td>
<td>376,146,660</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2019 Rs.</th>
<th>2018 Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Less - Cash disbursed for:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
</tbody>
</table>

---
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purchase or Construction of Physical Assets &amp; Acquisition of Advance Payments</td>
<td>2,301,934,522</td>
<td>1,905,098,369</td>
</tr>
<tr>
<td>Total Cash disbursed for Investing Activities (e)</td>
<td>2,772,128,897</td>
<td>2,684,348,812</td>
</tr>
<tr>
<td>NET CASH FLOW FROM INVESTING ACTIVITIES (F) = (d) - (e)</td>
<td>(2,395,982,237)</td>
<td>(2,684,348,812)</td>
</tr>
<tr>
<td>NET CASH FLOWS FROM OPERATING &amp; INVESTMENT ACTIVITIES (g) = (c) + (f)</td>
<td>(336,859,887)</td>
<td>11,212,668,938</td>
</tr>
<tr>
<td>Cash Flows from Financing Activities</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Local Borrowings</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Foreign Borrowings</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Grants Received</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Deposit Received</td>
<td>10,322,318,871</td>
<td>-</td>
</tr>
<tr>
<td>Total Cash generated from Financing Activities (h)</td>
<td>10,322,318,871</td>
<td>-</td>
</tr>
<tr>
<td>Less - Cash disbursed for</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repayment of Local Borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Repayment of Foreign Borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deposit Payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cash disbursed for Financing Activities (i)</td>
<td>9,985,458,983</td>
<td>11,212,668,939</td>
</tr>
<tr>
<td>NET CASH FLOW FROM FINANCING ACTIVITIES (J) = (h) - (i)</td>
<td>336,859,888</td>
<td>(11,212,668,939)</td>
</tr>
<tr>
<td>Net Movement in Cash (k) = (g) - (i)</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Opening Cash Balance as at 01st January</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Closing Cash Balance as at 31st December</td>
<td>0</td>
<td>-</td>
</tr>
</tbody>
</table>
### 3.4 Notes to the Financial Statements

#### Head-110

**Statement of Losses and Waives**

<table>
<thead>
<tr>
<th>No. of Cases</th>
<th>Total Amount (Rs.)</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Below</td>
<td>7</td>
<td>125,446</td>
</tr>
<tr>
<td>Over</td>
<td>10</td>
<td>129,618</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>17</td>
<td>255,064</td>
</tr>
</tbody>
</table>

**Classification of the cases by nature of losses**

1. Withdrawn unsecured loan business of Public Officers: Advance B Account
   - Rs. 13,176
2. Offence Account
   - Rs. 13,176
   - Rs. 17,209
4. Accident caused to the vehicle no. WP RF 1097 on 20.09.1997. Insurance claim has been received.
   - Rs. 24,500
5. Accident caused to the vehicle no. WP RF 2449 on 20.09.1997. Insurance claim has been received.
   - Rs. 24,500
6. Accident caused to the vehicle no. WP RF 2449 on 20.09.1997. Insurance claim has been received.
   - Rs. 24,500
7. Accident caused to the vehicle no. WP RF 147 on 20.09.1997. Insurance claim has been received.
   - Rs. 24,500
8. Accident caused to the vehicle no. WP RF 2475 on 20.09.1997. Insurance claim has been received.
   - Rs. 24,500
9. Accident caused to the vehicle no. WP RF 2475 on 20.09.1997. Insurance claim has been received.
   - Rs. 24,500

**Designation of Balance Account**

- Office of the Head of Department
- Office of the Director
- Office of the Additional Director
- Office of the Joint Secretary
- Office of the Additional Secretary

**Designation of Balance Account**

- Office of the Head of Department
- Office of the Director
- Office of the Additional Director
- Office of the Joint Secretary
- Office of the Additional Secretary
10. Accident caused to the vehicle no. WP KI-1173 on 26.09.19. Insurance claim has been received. 60,000
11. Accident caused to the vehicle no. WP PD-8771 on 20.05.23. Insurance claim has been received. 85,000
12. Accident caused to the vehicle no. WP PF-6409 on 20.05.21. Insurance claim has been received. 30,500
13. Accident caused to the vehicle no. WP KN-129 on 20.05.18. Insurance claim has been received. 38,600
14. Accident caused to the vehicle no. WP NC-9888 on 20.10.19. Insurance claim has been received. 195,488
15. Accident caused to the vehicle no. WP KP-129 on 20.12.12. Insurance claim has been received. 58,450
16. Accident caused to the vehicle no. WP PF-6409 on 20.11.08. Insurance claim has been received. 23,900
17. Accident caused to the vehicle no. WP KR-373 on 20.12.06. Insurance claim has been received. 25,800
18. Even though there was an accident caused to the vehicle no. WP KI-2009 on 20.09.20, the vehicle had not been repaired.

Total 1,335,824

(ii)

<table>
<thead>
<tr>
<th>Value</th>
<th>No. of Cases</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Below</td>
<td>2</td>
<td>14,100</td>
</tr>
<tr>
<td>Over</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td>2</td>
<td>14,100</td>
</tr>
</tbody>
</table>

Classification of the cases by Nature of Losses

1. Missing of articles belong to Circuit Bungalow - Nowara Eliya. (11.10.2012) 5,000
2. Misplace of DVD-RW - Driver of a laptop computer bearing serial no.5 CD 2311VKM given for the use of the committee to inquire into riot that broke out in Welikada Prison on 30.06.2015. (There are six installments to be recovered with effect from April to September 2017. Value of an installment Rs. 1,465)

3. Accident caused to the vehicle no. WP PA-5045 on 2017.03.08. The loss has not been assessed.

4. Accident caused to the vehicle no. WP PD-8771 on 2019.10.31. The loss has not been assessed.

\[
\begin{array}{|c|c|}
\hline
\text{Total} & 14,190 \\
\hline
\end{array}
\]

Note: *Out of the four categories of incidents, the value in respect of two categories of incidents has not been assessed.

Chief Financial Officer (Chief Accountant/Director (Finance))
Commissioner (Finance)
Date: 3.11.2020

G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reforms
Colombo 12.
**Statement of write off from books**

Expenditure Head No: 119  
Ministry: Ministry of Justice & Prison Reforms  
Programme No. & Title: 01 - Operational Activities

1. **Statement of losses and waivers under F.R. 109 during the year**

<table>
<thead>
<tr>
<th>Value</th>
<th>No. of Cases</th>
<th>Value (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) Below Rs. 25,000.00</td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td>(ii) Over Rs. 25,000.01</td>
<td>Nil</td>
<td>Nil</td>
</tr>
</tbody>
</table>

**Total**

2. **Statement of write off from the book and recoveries under F.R. 109 during the year**

<table>
<thead>
<tr>
<th>Nature of Loss</th>
<th>Opening balance which was not written off</th>
<th>Value of loss</th>
<th>Recoveries</th>
<th>Value written off from the book</th>
<th>Balance carried forward which was not written off</th>
<th>Reference No. of Approval for write off from the book</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
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**Total**

Note: Excluding losses and waivers to be accounted in Note(i), only any other losses and waivers under F.R. 109 should be included in this format.

[Signature]

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

Date: 2-6-2023

G.O. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reforms

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</tr>
</tbody>
</table>

Note: Since the vouchers were paid by the exp. Head 110, by 31.12.2019 were not uploaded to eijp web interface, some liabilities are shown in the treasury liability report as liabilities. Therefore these amounts have not shown in this report, since the payments are already completed and there are no liabilities reported by exp. Head 110 by 31.12.2019.

Nature of payments/Liabilities should be recognized separately as follows:
1. Ministry Government Departments
2. State Corporations/Statutory Bodies
3. Private Parties

Liabilities are transactions of which payments have not been made to the relevant parties, although goods, services or assets and services pertaining to construction contracts have been received during the respective accounting year.

Commitments are contracts or written agreements which have been entered into with the external parties in order to obtain goods and services during the respective accounting year, although the relevant assets or services have not been received.

[Signature]
G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights
and Legal Reforms
Colombo 12.
### Statement of Liabilities - (i)

Statement of Commitments in terms of FR 54 (2) and (3)

<table>
<thead>
<tr>
<th>Name of the Person/Institution</th>
<th>Description of Commitments</th>
<th>Project</th>
<th>Sub Project</th>
<th>Object Code</th>
<th>Financing Code</th>
<th>Minimum Commitment in terms of FR 54(2)(b) Provision (Rs.)</th>
<th>Total Cost Estimate in terms of FR 54(2)(b) Provision (Rs.)</th>
<th>Amount (Rs.)</th>
</tr>
</thead>
<tbody>
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<td>110.01.01 Office of the Minster</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
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<tr>
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<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Others (Private Parties)</td>
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<tr>
<td>1. Ministry/Government Department</td>
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<tr>
<td>Department of Government Printing</td>
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<td>11</td>
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<td>31,916,767</td>
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<td>Department of Government Printing</td>
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<td>6,294,860</td>
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<td>6,294,860</td>
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<td>N.L. Hotels</td>
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<td>6,294,860</td>
<td>6,294,860</td>
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<td>6,294,860</td>
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Note: (i)
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</thead>
<tbody>
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<td>Domestic</td>
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<td>9</td>
<td>1101</td>
<td>11</td>
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<td></td>
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<td>Total</td>
<td>4</td>
<td>18</td>
<td>2604</td>
<td>11</td>
<td>32,185,557</td>
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<td></td>
<td>832,047</td>
</tr>
</tbody>
</table>

### 10 Disbursements Board

1. Ministries/Government Departments
   - Ministry and Office Expenses
     - Office Supplies: 1201
     - Total: 12,88,867
     - 28,000
   - Total: 13,16,867

2. State Corporations/Statutory Bodies
   - Sri Lanka Telecom PLC
     - Communication: 1402
     - Total: 3,859,000
     - 13,950
   - Total: 3,972,950

3. Others (Private Parties)
   - Other Expenses
     - Other Expenses: 1409
     - Total: 103,909,000
     - 25,854
   - Total: 103,934,854

4. Miscellaneous Payments
   - Overdue: 1902
     - Total: 16,667
     - 42,519
   - Total: 59,186

5. Staff of the Maltese Mission
   - Domestic Traveling: 1401
     - Total: 1,741,667
     - 11,251
   - Total: 1,752,918

**Total Disbursements:**

- 1,576,925
## Statement of Liabilities - (ii)

<table>
<thead>
<tr>
<th>Description of Liability</th>
<th>L/C No.</th>
<th>Particular of Vote Details from which Provisions were Transferred</th>
<th>Project</th>
<th>Unit Project</th>
<th>Financing Code</th>
<th>Deposit Account No.</th>
<th>Amount Transferred (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Ministries/Government Department</td>
<td>Total</td>
<td></td>
<td>Total</td>
<td>Total</td>
<td>Total</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. State Corporations / Sanitary Boards</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Others (Private Parties)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Grand Total</td>
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<td></td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>
Statement of Claims under Reimbursable Foreign Aid

Ministry: Ministry of Justice & Prison Reform
Programme No. & Title: 01 - Operational Activities

(1) Provision in Estimates - 2019 under Reimbursable Foreign Aid including Supplementary provisions
(2) Total Expenditure disbursed during the year 2019, against (1) above
(3) Total of Reimbursement Claims outstanding as at 31st January 2019
(4) Total of Reimbursement Claims made during the year 2019, in respect of years 2018 & prior years (if any)
(5) Total of Reimbursement Claims made during the year 2019, in respect of year 2019
(6) Total of Claims disallowed by the Donor, during 2019 (if any), in respect of Claims 2018 or prior years (if any)
(7) Total of Claims disallowed by the Donor, during 2019 (if any), in respect of Claims 2019
(8) Total of Reimbursements received during the year 2019, in respect of years 2018 & prior years
(9) Total of Reimbursements received during the year 2019, in respect of years 2019
(10) Total of reimbursement Claims outstanding as at 31st December 2019
\[ \frac{(3+4+5)}{6+7} \] - (8-9)
(11) Total of Reimbursement Claims made after 31/12/2019 in respect of 2019 up to the finalization of the Financial Statements
(12) Total of Reimbursement received after 31/12/2019 up to the finalization of the Financial Statements
(13) Total of Reimbursement Claims outstanding as at the date of presenting the Financial Statements

\[ (10-11-12) \]

Note (vi)
# Statement of Missing Vouchers

Ministry: Ministry of Justice & Prison Reforms  
Expenditure Head No: 110  
Programme No. & Title: 01 - Operational Activities

<table>
<thead>
<tr>
<th>Date</th>
<th>Voucher No.</th>
<th>Name of Payee</th>
<th>Nature of Payment</th>
<th>Amount (Rs.)</th>
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</thead>
<tbody>
<tr>
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<td>NII.</td>
<td></td>
</tr>
</tbody>
</table>

Chief Financial Officer/Chief Accountant/Director (Finance)/  
Commissioner (Finance)  
Date: 26-03-2021

G.D. Pushpa Kumari  
Chief Financial Officer  
Ministry of Justice, Human Rights  
and Legal Reforms  
Colombo 12.
The Status Report as at 31/12/2019 on New Bank Accounts opened
in terms of Para (01) of Treasury Operation Circular No. 5/2007 of 5/9/2007

Expenditure Head No. : 110  Ministry : Ministry of Justice & Prison Reforms

<table>
<thead>
<tr>
<th>Name of Bank</th>
<th>Account No.</th>
<th>Balance as per Bank Statement as at 31/12/2019 (Rs.)</th>
<th>Balance as Per Cash Book as at 31/12/2019 (Rs.)</th>
<th>Total Value of Cheques not yet Presented to Bank as at 31/12/2019</th>
<th>Month of Last Bank Reconciliation Prepared</th>
</tr>
</thead>
<tbody>
<tr>
<td>People's Bank</td>
<td>1701001170/25180</td>
<td>12,924,395.18</td>
<td>-</td>
<td>Value of 06 Cheques Rs.16,796.31</td>
<td>December, 2019</td>
</tr>
</tbody>
</table>

I hereby certify that the above information is true and correct.

Chief Financial Officer
Commissioner (Finance)
G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reforms
Colombo 12.
### Statement of Losses Recovered/Written off/Waived during the year:

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
<th>No. of Cases</th>
<th>Total Amount (Rs.)</th>
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</thead>
<tbody>
<tr>
<td>Below 10,000</td>
<td>Rs 25,000</td>
<td>5</td>
<td>1,12,500</td>
</tr>
<tr>
<td>Over 10,000</td>
<td>Rs 25,000</td>
<td>20</td>
<td>6,25,000</td>
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<tr>
<td>Total</td>
<td></td>
<td>25</td>
<td>7,37,500</td>
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</tbody>
</table>

### Classification of cases by Nature of Losses:

1. **Theft of property from the official quarters of the High Court Nagpur in 2003**
   - Value: Rs 25,000
   - 2008 Appropriation Account: Rs 25,000

---

**Notable**

- The report details the losses recovered, written off, or waived by the Ministry of Justice. It includes a breakdown of cases by value and a specific case involving the theft of property from the official quarters of the High Court Nagpur in 2003.
<table>
<thead>
<tr>
<th>Court Name</th>
<th>Branch Bank</th>
<th>Branch Name</th>
<th>Branch Code</th>
<th>Balance</th>
<th>P &amp; T</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Peoples Bank</td>
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<td>064-1001-59027413</td>
<td>9,519,436.00</td>
<td>-</td>
<td>December</td>
</tr>
<tr>
<td>Magistrate Court - Akkarepattu</td>
<td>Peoples Bank</td>
<td>Akkarepattu</td>
<td>063-1001-99027402</td>
<td>13,500.00</td>
<td>-</td>
<td>December</td>
</tr>
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<td>District Court - Akkarepattu</td>
<td>Peoples Bank</td>
<td>Akkarepattu</td>
<td>063-1001-40008753</td>
<td>-</td>
<td>-</td>
<td>December</td>
</tr>
<tr>
<td>DC/CMC - Pothavil</td>
<td>Peoples Bank</td>
<td>Pothavil</td>
<td>164-1001-00033081</td>
<td>82,940.00</td>
<td>-</td>
<td>December</td>
</tr>
<tr>
<td>High Court Zone - Tangalle</td>
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<td></td>
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<tr>
<td>High Court - Tangalle</td>
<td>Peoples Bank</td>
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<td>067-100-130020364</td>
<td>9,588,706.87</td>
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<td>Peoples Bank</td>
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<td>126-100-169026544</td>
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<td>Agnamalapelessa</td>
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<td>1,507,755.00</td>
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<td>Tissamaharama</td>
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<td>High Court Zone - Puttalam</td>
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<td>High Court - Puttalam</td>
<td>Peoples Bank</td>
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<td><strong>Magistrate Court - Mahuruwa</strong></td>
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<td><strong>Magistrate Court - Wariyapola</strong></td>
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<td><strong>Magistrate Court - Rambadagalle</strong></td>
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<td>District Court - Balapitiya</td>
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<td>District Court - Elliptiya</td>
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**High Court Zone - Mathara**

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**High Court Zone - Batticaloa**

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<tr>
<th>High court Zone - Galle</th>
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Ministry of Justice

Expenditure Head No. : 228

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<th>Name of the Court</th>
<th>Bank</th>
<th>Branch</th>
<th>Account No.</th>
<th>Balance as Per Bank statement as at 31/12/2019 (Rs.)</th>
<th>Balance as Per Cash Book as at 31/12/2019 (if exceeds 6 months)</th>
<th>Total Value of Cheques not yet Presented to Bank as at 31/12/2019</th>
<th>Month of Last Bank Reconciliation Prepared</th>
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**Statement of Missing Vouchers**

Ministry / Department / District Secretariat : Courts Administration
Expenditure Head No : 228
Programme No. & Title : 01- Operational Activities

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</table>

Note-(vii)

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Chief Financial Officer/Chief Accountant/Director (Finance) / Commissioner (Finance)
Date : 26.03.2026

G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reforms
Columbo 12.
Statement of Claims under Reimbursable Foreign Aid

Ministry / Department / District Secretariat:

Programme No. & Title:

(1) Provision in Estimates - 2019 under Reimbursable Foreign Aid including Supplementary provisions

(2) Total Expenditure disbursed during the year 2019, against (1) above
Nil

(3) Total of Reimbursement Claims outstanding as at 01st January 2019
Nil

(4) Total of Reimbursement Claims made during the year 2019, in respect of years 2018 & prior years (if any)
Nil

(5) Total of Reimbursement Claims made during the year 2019, in respect of year 2019
Nil

(6) Total of Claims disallowed by the Donor, during 2019 (if any), in respect of Claims 2018 or prior years (if any)
Nil

(7) Total of Claims disallowed by the Donor, during 2019 (if any), in respect of Claims 2019
Nil

(8) Total of Reimbursements received during the year 2019, in respect of years 2018 or prior years
Nil

(9) Total of Reimbursements received during the year 2019, in respect of years 2019
Nil

(10) Total of reimbursement Claims outstanding as at 31st December 2019

\[ \text{(3) + (5) - (6) + (7) - (8) + (9)} \]

(11) Total of Reimbursement Claims made after 31/12/2019 in respect of 2019 up to the finalization of the Financial Statements
Nil

(12) Total of Reimbursement received after 31/12/2019 up to the finalization of the Financial Statements
Nil

(13) Total of Reimbursement Claims outstanding as at the date of presenting the Financial Statements

\[ \text{(10 + 11 - 12)} \]

Chief Financial Officer

Date: 26-02-2020

G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reforms
Colombo 12.
<table>
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<tr>
<th>Description of Liability</th>
<th>L/C No.</th>
<th>Programme No. &amp; Title</th>
<th>Name of Ministry/Department/Div/Secretariat</th>
<th>Amount Transferred (Rs.)</th>
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Note: (c)
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<td>Coping fees</td>
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## Statement of Liabilities - (i)

### Statement of Commitments in terms of FR 94 (2) and (3)

**Name of Ministry / Department / District Secretariat:** Courts Administration  
**Expenditure Head No.:** 228  
**Programme No. & Title:** 01 - Operational Activities

<table>
<thead>
<tr>
<th>Name of the Person/Institution</th>
<th>Description of Commitments</th>
<th>Project</th>
<th>Sub Project</th>
<th>Object Code</th>
<th>Financing Code</th>
<th>Maximum Commitment Ceiling in terms of FR 94(2) Provisions (Rs.)</th>
<th>Total Cost Estimate in terms of FR 94(3) (Rs.)</th>
<th>Commitment &amp; Liability Amount (Rs.)</th>
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### Statement of Liabilities and Commitments

**Name of Special Expenditure Unit:** Ministry/Department/District Secretariat/Courts/Administration  
**Expenditure Head No.:** 228  
**Programme No. & Title:** 01 - Operation

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<th>Month</th>
<th>Date</th>
<th>Head</th>
<th>Programme</th>
<th>Project</th>
<th>Sub Project</th>
<th>Object Code</th>
<th>Finance Code</th>
<th>Item</th>
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<th>Liability Date</th>
<th>Liability Amount</th>
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</table>

Commitments are contracts or written agreements which have been entered into with the external parties in order to obtain goods and services during the respective accounting year, although the relevant assets or services have not been received.

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G.D. Pushpa Kumari  
Chief Financial Officer  
Ministry of Justice, Human Rights and Legal Reforms  
Colombo 12.
<table>
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<tr>
<th>Name</th>
<th>Amount</th>
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<td>Total</td>
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</table>

G.O. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights
and Legal Reforms
Colombo 12.
### Statement of write off from books

**Expenditure Head No.:** 91- Operating

**Programme No. & Title:** Courts Administration

### 1. Statement of losses and waivers under F.R. 109 during the year

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<td>(ii) Over Rs. 25,000.01</td>
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**Value (Rs):** 9,660.00

### 2. Statement of write off from the book and recoveries under F.R. 109 during the year

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<th>Nature of Loss</th>
<th>Opening balance which was not written off</th>
<th>Value of loss</th>
<th>Recoveries</th>
<th>Value written off from the book</th>
<th>Balance carried forward which was not written off</th>
<th>Reference No. of Approval for write off from the book</th>
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<td>7,800.00</td>
<td>7,800.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-KP-2382 on 02/09/2016</td>
<td>110,200.00</td>
<td>110,200.00</td>
<td>110,200.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-KP-2352 on 01/01/2017</td>
<td>141,088.00</td>
<td>141,088.00</td>
<td>141,088.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-KP-1200 on 04/01/2017</td>
<td>22,590.00</td>
<td>22,590.00</td>
<td>22,590.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-KP-1224 on 11/01/2017</td>
<td>124,493.25</td>
<td>124,493.25</td>
<td>124,493.25</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-KP-1253 on 14/05/2017</td>
<td>628,200.00</td>
<td>628,200.00</td>
<td>628,200.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-KP-2341 on 08/03/2017</td>
<td>226,388.00</td>
<td>226,388.00</td>
<td>226,388.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-KP-1227 on 04/03/2017</td>
<td>26,585.00</td>
<td>26,585.00</td>
<td>26,585.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-GM-2512 on 13/03/2017</td>
<td>104,974.55</td>
<td>104,974.55</td>
<td>104,974.55</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-GM-2512 on 13/03/2017</td>
<td>92,210.55</td>
<td>92,210.55</td>
<td>92,210.55</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-GM-2512 on 13/03/2017</td>
<td>7,800.00</td>
<td>7,800.00</td>
<td>7,800.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-GM-4614 on 13/03/2017</td>
<td>145,700.00</td>
<td>145,700.00</td>
<td>145,700.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accident caused to the vehicle no-GM-3733 on 20/04/2017</td>
<td>141,809.02</td>
<td>141,809.02</td>
<td>141,809.02</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total: 3,081,291.78  2,761,481.65  329,807.70

Chief Financial Officer
Director (Finance)
Ministry of Justice

G.D. Pushpa Kumari
Chief Financial Officer
Ministry of Justice, Human Rights and Legal Reforms
Colombo 12.
### 3.5 Performance of the Revenue Collection

**Head - 110**

<table>
<thead>
<tr>
<th>Revenue Code</th>
<th>Description of the Revenue Code</th>
<th>Revenue Estimate</th>
<th>Collected Revenue</th>
<th>as a % of Final Revenue Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Original</td>
<td>Final</td>
<td>Amount (Rs.)</td>
</tr>
<tr>
<td>2002-01-01</td>
<td>Building Rent</td>
<td>300</td>
<td>1,400</td>
<td>1,070.87</td>
</tr>
<tr>
<td>2002-02-99</td>
<td>Interest</td>
<td>2,000</td>
<td>2,000</td>
<td>2,739.11</td>
</tr>
<tr>
<td>2003-02-99</td>
<td>Sales, Proceeds Charges-</td>
<td>750</td>
<td>2,400</td>
<td>2,378.18</td>
</tr>
<tr>
<td></td>
<td>Administrative Fees -Sundries</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2004-01-00</td>
<td>W AND OP</td>
<td>0</td>
<td>0</td>
<td>8,760.18</td>
</tr>
<tr>
<td>2006-02-02</td>
<td>Other Capital Assets Sales</td>
<td>30</td>
<td>20</td>
<td>114.72</td>
</tr>
</tbody>
</table>
## Head - 228

<table>
<thead>
<tr>
<th>Revenue Code</th>
<th>Description of the Revenue Code</th>
<th>Revenue Estimate</th>
<th>Collected Revenue</th>
<th>as a % of Final Revenue Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1003-0-8-0-0-0</td>
<td>Fees for the issuing of certificates to notaries by the High Court</td>
<td>-</td>
<td>5,000</td>
<td>6,020</td>
</tr>
<tr>
<td>2002-0-1-0-1-0</td>
<td>Return on Government Assets-Rent-Rent on Government Buildings and Housing</td>
<td>5,500</td>
<td>9,000</td>
<td>13,690</td>
</tr>
<tr>
<td>2002-0-2-0-99-0</td>
<td>Interest &amp; Other</td>
<td>40,000</td>
<td>40,000</td>
<td>53,540</td>
</tr>
<tr>
<td>2003-02-0-99-0</td>
<td>Sales Proceeds and Charges – Administrative Fees - Sundries</td>
<td>70,000</td>
<td>100,000</td>
<td>201,260</td>
</tr>
<tr>
<td>2003-03-0-2-0</td>
<td>Sales Proceeds and Charges – Fines and Forfeit</td>
<td>725,000</td>
<td>725,000</td>
<td>1,201,340</td>
</tr>
<tr>
<td>2003-099-0-0-0</td>
<td>Sales Proceeds and Charges – Other Revenue</td>
<td>100,000</td>
<td>100,000</td>
<td>149,070</td>
</tr>
<tr>
<td>2004-0-1-0-0-0</td>
<td>W &amp; Op</td>
<td></td>
<td></td>
<td>225,920</td>
</tr>
<tr>
<td>2006-0-2-0-1-0</td>
<td>Sales of FA - Others</td>
<td>630</td>
<td>4,000</td>
<td>800</td>
</tr>
</tbody>
</table>
3.6 Performance of the Utilization of Allocation

### Head - 110

<table>
<thead>
<tr>
<th>Type of Allocation</th>
<th>Allocation Original</th>
<th>Allocation Final</th>
<th>Actual Expenditure</th>
<th>Allocation Utilization as a % of Final Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recurrent</td>
<td>973,805</td>
<td>1,022,109</td>
<td>935,870</td>
<td>0.92</td>
</tr>
<tr>
<td>Capital</td>
<td>161,110</td>
<td>181,606</td>
<td>104,343</td>
<td>0.57</td>
</tr>
</tbody>
</table>

### Head - 228

<table>
<thead>
<tr>
<th>Type of Allocation</th>
<th>Allocation Original</th>
<th>Allocation Final</th>
<th>Actual Expenditure</th>
<th>Allocation Utilization as a % of Final Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recurrent</td>
<td>7,112,150</td>
<td>7,316,150</td>
<td>7,269,556</td>
<td>99.36</td>
</tr>
<tr>
<td>Capital</td>
<td>2,021,670</td>
<td>2,519,310</td>
<td>2,362,407</td>
<td>93.77</td>
</tr>
</tbody>
</table>
3.7 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

Head 110

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Allocation Received from Which Ministry/Department</th>
<th>Purpose of the Allocation</th>
<th>Allocation</th>
<th>Actual Expenditure</th>
<th>Allocation Utilization as a % of Final Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Original</td>
<td>Final</td>
<td></td>
</tr>
<tr>
<td>01</td>
<td>Presidential Secretariat</td>
<td>Incur expenses regarding awareness programme</td>
<td>62.50</td>
<td>62.50</td>
<td>62.50</td>
</tr>
<tr>
<td>02</td>
<td>Ministry of Finance economy and policy development</td>
<td>Incur monthly allowance expenses of graduate trainees</td>
<td>4,462.39</td>
<td>4,462.39</td>
<td>4,462.39</td>
</tr>
<tr>
<td>03</td>
<td>Courts Administration</td>
<td>Incur Salary Expenses</td>
<td>2,230.90</td>
<td>2,230.90</td>
<td>2,230.90</td>
</tr>
<tr>
<td>04</td>
<td>Courts Administration</td>
<td>Incur other allowances expenses</td>
<td>1,079.86</td>
<td>1,079.86</td>
<td>1,079.86</td>
</tr>
<tr>
<td>05</td>
<td>Courts Administration</td>
<td>Incur cleaning services expenses</td>
<td>4,838.78</td>
<td>4,838.78</td>
<td>4,838.78</td>
</tr>
<tr>
<td>06</td>
<td>Courts Administration</td>
<td>Incur overtime expenses</td>
<td>15.97</td>
<td>15.97</td>
<td>15.97</td>
</tr>
<tr>
<td>07</td>
<td>Courts Administration</td>
<td>Incur travelling expenses</td>
<td>2.10</td>
<td>2.10</td>
<td>2.10</td>
</tr>
<tr>
<td>08</td>
<td>Courts Administration</td>
<td>Incur Fuel expenses</td>
<td>37.44</td>
<td>37.44</td>
<td>37.44</td>
</tr>
<tr>
<td>09</td>
<td>Courts Administration</td>
<td>Incur transport allowances</td>
<td>150</td>
<td>150</td>
<td>150</td>
</tr>
<tr>
<td>10</td>
<td>Department of Pension</td>
<td>Incur loan balance settlement expenses</td>
<td>587.83</td>
<td>587.83</td>
<td>587.83</td>
</tr>
</tbody>
</table>
### Head - 228

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Allocation Received from Which Ministry /Department</th>
<th>Purpose of the Allocation</th>
<th>Allocation</th>
<th>Actual Expenditure</th>
<th>Allocation Utilization as a % of Final Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>110 - Ministry of Justice</td>
<td>To incur Salary expenses</td>
<td>9,739.05</td>
<td>9,739.05</td>
<td>9,739.05</td>
</tr>
<tr>
<td>02</td>
<td>110 – Ministry of Justice</td>
<td>To incur allowances</td>
<td>4,485.51</td>
<td>4,485.51</td>
<td>4,485.51</td>
</tr>
<tr>
<td>03</td>
<td>110 – Ministry of Justice</td>
<td>To incur building expenses</td>
<td>5,444.39</td>
<td>5,444.39</td>
<td>5,444.39</td>
</tr>
<tr>
<td>04</td>
<td>110 – Ministry of Justice</td>
<td>To incur allocations expenses</td>
<td>10,345.69</td>
<td>10,345.69</td>
<td>10,345.69</td>
</tr>
<tr>
<td>05</td>
<td>326-Department of Community based Corrections</td>
<td>To incur building expenses</td>
<td>748.59</td>
<td>748.59</td>
<td>748.59</td>
</tr>
<tr>
<td>06</td>
<td>252-Department of Pension</td>
<td>To incur loan settlement expenses</td>
<td>17,042.62</td>
<td>17,042.62</td>
<td>17,042.62</td>
</tr>
</tbody>
</table>
### 3.8 Performance of the Reporting of Non-Financial Assets

**Head - 110**

<table>
<thead>
<tr>
<th>Assets Code</th>
<th>Code Description</th>
<th>Balance as per Board of Survey Report as at 31.12.2019</th>
<th>Balance as per financial Position Report as at 31.12.2019</th>
<th>Yet to be Accounted</th>
<th>Reporting Progress as a %</th>
</tr>
</thead>
<tbody>
<tr>
<td>9151</td>
<td>Building and Structures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9152</td>
<td>Machinery and Equipment</td>
<td>404,196</td>
<td>404,196</td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>9153</td>
<td>Land</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9154</td>
<td>Intangible Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9155</td>
<td>Biological Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9160</td>
<td>Work in Progress</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9180</td>
<td>Lease Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Head - 228**

<table>
<thead>
<tr>
<th>Assets Code</th>
<th>Code Description</th>
<th>Balance as per Board of Survey Report as at 31.12.2019</th>
<th>Balance as per financial Position Report as at 31.12.2019</th>
<th>Yet to be Accounted</th>
<th>Reporting Progress as a %</th>
</tr>
</thead>
<tbody>
<tr>
<td>9151</td>
<td>Building and Structures</td>
<td>1,235,885</td>
<td>1,235,885</td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>9152</td>
<td>Machinery and Equipment</td>
<td>1,486,516</td>
<td>1,486,516</td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>9153</td>
<td>Land</td>
<td>2,079,346</td>
<td>2,079,346</td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>9154</td>
<td>Intangible Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9155</td>
<td>Biological Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9160</td>
<td>Work in Progress</td>
<td>5,181,851</td>
<td>5,181,851</td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>9180</td>
<td>Lease Assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
3.9 Auditor General’s Report

Head - 110

3.9. Auditor General’s Report
Expenditure Head -110

Secretary (Chief Accounting Officer)
Ministry of Justice, Human Rights and Law Reforms

Head 228- Precised report of the Auditor General on the financial statements of the Ministry of Justice, Human Rights and Law Reforms for the year ended 31 December 2019 in terms of section11 (1) of the National Audit Act No.19 of 2019.

1. Financial Statements

1.1) Audit Option

The audit of the financial statement of the Ministry of Justice, Human Rights and Law Reforms for the year ended 31 December 2019 comprising the statement financial position as at 31 December and the financial performance statement and statement of cash flow for then ended was carried out under direction in pursuance of provisions of article 154 (1) of the constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act No.19 of 2018. This report consists of my comments and observations on these financial statement submitted by the Ministry of Justice, Human Rights and Law Reforms as per the section 11(1) of the National Audit Act No.19 of 2018. My report to parliament in pursuance of provisions in Article 154(6) of the constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions set out in section 10 of the National Audit Act No.19 of 2018.

Except the influences causing by the facts mentioned in chapter 1.6 of this report, the accompanying financial statements of the Ministry of Justice, Human Rights and Law Reforms, prepared according to the provisions of public accounts circular No 271/219 dated 03/12/2019, give a true and fair view of the financial position of Ministry as at 31/12/2019 and the financial performance and cash flows for the year then ended in accordance with Sri Lanka accounting standards.

1.2) Basis for opinion

I conducted my audit in accordance with Sri Lanka Auditing Standards (SLAu.Ss). My responsibilities, under these standards are further described in the Auditor’s responsibilities for the Audit of the financial statements section of my report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.
1.3) **Responsibilities of the Chief Accounting officer and Accounting officer in respect of financial statements.**

Chief Accounting officer and accounting officer are responsible for the preparation of financial statements that give a true and fair view in accordance with Sri Lanka Accounting Statements and as per the provisions set out in the public account circular No. 271/2019 dated 03/12/2019 and for such internal control as these officers determine is necessary to enable the preparation of financial statements that are free from material misstatements whether due to fraud or error.

As per section 16(1) of the National Audit Act No 19 of 2018, ministry is required to maintain proper books and records of all its income, expenditure, assets and periodic financial statements to be prepared of the ministry.

These charged with governance are responsible for ensuring that an effective internal control system for the financial control exists in such entity and carry out periodic reviews to monitor the effectiveness of such systems and accordingly make any alternative as required for such systems to be effectively carried out as per the 38(1) (d) section of the National Audit Act.

1.4) **Auditor’s Responsibilities for the Audit of the financial statements**

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an Auditor’s report that includes my opinion. Reasonable assurance is high level of assurance, but is not a guarantee that an audit conducted in accordance with Sri Lanka Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatements of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatements resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.
- Obtain an understanding in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control of the entity.
- Evaluate the appropriateness of accounting policies used ant the reasonableness of accounting estimates and related disclosures made by the entity.
• Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

1.5) Report on Other Legal and Regulatory Requirements

As per the section 6(i) (d) the National Audit Act. No 19 of 2018 include specific provisions for following requirements.

  a) Financial statements are in consistent with the preceding year.
  b) Includes relevant recommendations made by me in the previous year.

1.6) Comments on Financial Statements

1.6.1) Statement on Financial Position

16.1.1) Non Financial Assets

Following observations are made.

  a) Value of the three vehicles belonging to the ministry had not been entered to the accounts.

  b) As the end of the year under review monthly has spent Rs.5,851,225/- to purchase office equipments and Rs. 12,944,848 to purchase machineries and the total cost for these acquisitions is Rs. 18,796,072/- under purchases of from acquisitions ACA-6, only Rs.8,106,936/- has been recorded, therefore Rs. 10,689,136/- has been understated under Non-financial Assets.

  c) During the year under review, ownership of the seven vehicles amounting to sum of Rs. 27,800,000/- has been transferred to other institutions and the said value has not been entered to the form ACA-6 under transfers or disposals. Therefore the balances of the Non-Financial Assets and property, plant and equipments and reserve have been overstated by the said value.

1.6.1.2) Financial Assets

A sum of Rs. 254,691/- to be recovered from the advance paid in the year 2010 to construct the legal Aid and community corrections building- Puttalam has not been entered to the statement of financial position.
1.6.1.3) **Balance of the Imprest Account**

The imprest balance for sum of Rs.4,809,450/- which was remaining from the year. 1998, had not been entered to the statement of financial position under financial Assets and current liabilities.

1.6.2) **Non maintaining Records and Books**

Ministry has not maintained the Records of losses as per FR 110 and Records of liabilities as per FR 214.

2. **Financial Review**

2.1) **Expenditure management**

Following observations are communicated

a) Non utilization of provisions

i. As the Sri Lanka commercial Mediation Board remained inoperative, the provisions allocated under Expenditure Heads 110-01-02-12-1503 and 110-01-02-12-2201 in the year 2018, amounting to sum of Rs.9,150,000/- and Rs. 2,500,000/- respectively were completely saved under these circumstances, provisions have been applied for.. expenditure heads for the estimate for the year 2019, amounting to sum of Rs.9,000,000/- and Rs.3,000,000/- and the said provisions also saved as earlier.

ii. Action had not been taken to procure machineries for the Mediation Panel Board from the procurement plan -2019. However provision for sum of Rs.100, 000/- has been allocated under Expenditure Head 110-01-03-2103 from the Annual Estimate and the said provision was also remained unused.

2.2) **Statement of Obligations and Liabilities – Note (iii)**

By mistake liabilities amounting to sum of Rs.21, 951/- was entered to Note (iv) of the object 110-01-01-1301, without entering the said amount under Note (iii) and it was not entered to the print outs sent by the Treasury

2.3) **Responsibilities of the Chief Accounting Officer**

As per the provision set out in section 38 of the National Audit No 19 of 2018, the Chief accounting officer shall ensure that all audit queries be answered within the specified time as required by the Auditor General. However as per the paragraph 2.4 (a) of the report, answers were not submitted to the relevant Audit queries.
2.4) **Non compliance with laws, rules and regulations**

It was observed that following laws, rules and regulations were not complied with.

<table>
<thead>
<tr>
<th>Reference to laws rules and regulations</th>
<th>Non compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) FR 155 of the financial regulations of the Democratic Socialist Republic of Sri Lanka.</td>
<td>Answers were not submitted for 03 audit queries by 18/06/2020.</td>
</tr>
<tr>
<td>b) Public Administration Circulars</td>
<td></td>
</tr>
<tr>
<td>i. Circular No 30/2016 dated 29/12/2016</td>
<td>Fuel combustion testing of 20 vehicles selected for sample testing has not been conducted as per the circular.</td>
</tr>
<tr>
<td>ii. Circular No 02/2018 dated 24/01/2018</td>
<td>Human Resources Development plan has not been prepared</td>
</tr>
</tbody>
</table>

2.5) **Provision and settlement of Advances to public servants**

Following observations are made.

a) The total of loan balancing of three officers suspended from the service, amounting to sum of Rs.323, 197/- were remained unrecovered for about 7-12 years.

b) Total of the loan balance of four officers who had given up their jobs, amounting to sum of Rs. 301,405/- were remained unsettled for 04-21 years.

3. **Operational Review**

The Auditor General shall include in this report submitted as per the section 10 of the National Audit Act No 19 of 2018, mentioned in paragraph 1.1 above, the relevant audit observations in regard to operational review on revenue, Expenses, assets and liabilities and findings on sustainable development, good governance and Human Resource Management, in the financial statements submitted to him.

Sgd.illegibly
M.G.B.G.P.Fernando
Assistant Auditor General
for Auditor General
Head - 228

Secretary (Chief Accounting Officer)
Ministry of Justice, Human Rights and Law Reforms

Head 228- Precised report of the Auditor General on the financial statements of the Ministry of Justice, Human Rights and Law Reforms for the year ended 31 December 2019 in terms of section 11 (1) of the National Audit Act No.19 of 2019.

1. Financial Statements

1.1) Audit Option

The audit of the financial statement of the Ministry of Justice, Human Rights and Law Reforms for the year ended 31 December 2019 comprising the statement financial position as at 31 December and the financial performance statement and statement of cash flow for then ended was carried out under direction in pursuance of provisions of article 154 (1) of the constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act No.19 of 2018. This report consists of my comments and observations on these financial statement submitted by the Ministry of Justice, Human Rights and Law Reforms as per the section 11(1) of the National Audit Act No.19 of 2018. My report to parliament in pursuance of provisions in Article 154(6) of the constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions set out in section 10 of the National Audit Act No.19 of 2018.

Except the influences causing by the facts mentioned in chapter 1.6 of this report, the accompanying financial statements of the Ministry of Justice, Human Rights and Law Reforms, prepared according to the provisions of public accounts circular No 271/219 dated 03/12/2019, give a true and fair view of the financial position of Ministry as at 31/12/2019 and the financial performance and cash flows for the year then ended in accordance with Sri Lanka accounting standards.

1.2) Basis for opinion

I conducted my audit in accordance with Sri Lanka Auditing Standards (SLAu.Ss). My responsibilities, under these standards are further described in the Auditor’s responsibilities for the Audit of the financial statements section of my report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.
1.3) **Responsibilities of the Chief Accounting officer and Accounting officer in respect of financial statements.**

Chief Accounting officer and accounting officer are responsible for the preparation of financial statements that give a true and fair view in accordance with Sri Lanka Accounting Statements and as per the provisions set out in the public account circular No. 271/2019 dated 03/12/2019 and for such internal control as these officers determine is necessary to enable the preparation of financial statements that are free from material misstatements whether due to fraud or error.

As per section 16(1) of the National Audit Act No 19 of 2018, ministry is required to maintain proper books and records of all its income, expenditure, assets and periodic financial statements to be prepared of the ministry.

These charged with governance are responsible for ensuring that an effective internal control system for the financial control exists in such entity and carry out periodic reviews to monitor the effectiveness of such systems and accordingly make any alternative as required for such systems to be effectively carried out as per the 38(1) (d) section of the National Audit Act.

1.4) **Auditor’s Responsibilities for the Audit of the financial statements**

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error and to issue an Auditor’s report that includes my opinion. Reasonable assurance is high level of assurance, but is not a guarantee that an audit conducted in accordance with Sri Lanka Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatements of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

- Obtain an understanding in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control of the entity.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the entity.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

1.5) **Report on Other Legal and Regulatory Requirements**

As per the section 6(i) (d) the National Audit Act. No 19 of 2018 include specific provisions for following requirements.

a) Financial statements are in consistent with the preceding year.
b) Includes relevant recommendations made by me in the previous year.

1.6) **Comments on Financial Statements**

1.6.1) **Statement on Financial Position**

16.1.1) **Non Financial Assets**

Following observations are made.

a) Value of the three vehicles belonging to the ministry had not been entered to the accounts.

b) As the end of the year under review monthly has spent Rs.5,851,225/- to purchase office equipments and Rs. 12,944,848 to purchase machineries and the total cost for these acquisitions is Rs. 18,796,072/- under purchases of from acquisitions ACA-6, only Rs.8,106,936/- has been recorded, therefore Rs. 10,689,136/- has been understated under Non-financial Assets.

c) During the year under review, ownership of the seven vehicles amounting to sum of Rs. 27,800,000/- has been transferred to other institutions and the said value has not been entered to the form ACA-6 under transfers or disposals. Therefore the balances of the Non-Financial Assets and property, plant and equipments and reserve have been overstated by the said value.
1.6.1.2) Financial Assets

A sum of Rs. 254,691/- to be recovered from the advance paid in the year 2010 to construct the legal Aid and community corrections building- Puttalam has not been entered to the statement of financial position.

1.6.1.3) Balance of the Imprest Account

The imprest balance for sum of Rs.4,809,450/- which was remaining from the year. 1998, had not been entered to the statement of financial position under financial Assets and current liabilities.

1.6.2) Non maintaining Records and Books

Ministry has not maintained the Records of losses as per FR 110 and Records of liabilities as per FR 214.

2. Financial Review

2.1) Expenditure management

Following observations are communicated

a) Non utilization of provisions

i. As the Sri Lanka commercial Mediation Board remained inoperative, the provisions allocated under Expenditure Heads 110-01-02-12-1503 and 110-01-02-12-2201 in the year 2018, amounting to sum of Rs.9,150,000/- and Rs. 2,500,000/- respectively were completely saved under these circumstances, provisions have been applied for expenditure heads for the estimate for the year 2019, amounting to sum of Rs.9,000,000/- and Rs.3,000,000/- and the said provisions also saved as earlier.

ii. Action had not been taken to procure machineries for the Mediation Panel Board from the procurement plan 2019. However provision for sum of Rs.100,000/- has been allocated under Expenditure Head 110-01-03-2103 from the Annual Estimate and the said provision was also remained unused.

2.2) Statement of Obligations and Liabilities – Note (iii)

By mistake liabilities amounting to sum of Rs.21, 951/- was entered to Note (iv) of the object 110-01-01-1301, without entering the said amount under Note (iii) and it was not entered to the print outs sent by the Treasury.
2.3) **Responsibilities of the Chief Accounting Officer**

As per the provision set out in section 38 of the National Audit No 19 of 2018, the Chief accounting officer shall ensure that all audit queries be answered within the specified time as required by the Auditor General. However as per the paragraph 2.4 (a) of the report, answers were not submitted to the relevant Audit queries.

2.4) **Non compliance with laws, rules and regulations**

It was observed that following laws, rules and regulations were not complied with.

<table>
<thead>
<tr>
<th>Reference to laws rules and regulations</th>
<th>Non compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) FR 155 of the financial regulations of the Democratic Socialist Republic of Sri Lanka.</td>
<td>Answers were not submitted for 03 audit queries by 18/06/2020.</td>
</tr>
<tr>
<td>b) Public Administration Circulars</td>
<td></td>
</tr>
<tr>
<td>iii. Circular No 30/2016 dated 29/12/2016</td>
<td>Fuel combustion testing of 20 vehicles selected for sample testing has not been conducted as per the circular.</td>
</tr>
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<td>iv. Circular No 02/2018 dated 24/01/2018</td>
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</tbody>
</table>

2.5) **Provision and settlement of Advances to public servants**

Following observations are made.

a) The total of loan balancing of three officers suspended from the service, amounting to sum of Rs.323, 197/- were remained unrecovered for about 7-12 years.

b) Total of the loan balance of four officers who had given up their jobs, amounting to sum of Rs. 301,405/- were remained unsettled for 04-21 years.

3. **Operational Review**

The Auditor General shall include in this report submitted as per the section 10 of the National Audit Act No 19 of 2018, mentioned in paragraph 1.1 above, the relevant audit observations in regard to operational review on revenue, Expenses, assets and liabilities and findings on sustainable development, good governance and Human Resource Management, in the financial statements submitted to him.

Sgd. illegibly
M.G.B.G.P. Fernando
Assistant Auditor General
for Auditor General
## Chapter 04 — Performance indicators

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

**Head -110**

<table>
<thead>
<tr>
<th>Specific Indicators</th>
<th>Actual output as a percentage (%) of the expected Output</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100-90</td>
</tr>
<tr>
<td>Number of legislation intended to be presented in Parliament.</td>
<td>✓</td>
</tr>
<tr>
<td>Percentage of settlement of disputes by the Mediation Boards.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of programs intended to be conducted for Judicial Officers.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of Judicial Officers intended to be referred for training programs.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of prison inmates intended to be commutated.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of internal audits intended to be carried out.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of complaints concluded in respect of victims of crimes and witnesses</td>
<td>✓</td>
</tr>
<tr>
<td>Number of programs intended to be conducted for Non-Judicial Officers.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of Non-Judicial Officers intended to be trained.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of persons intended to be provided with legal aid.</td>
<td>✓</td>
</tr>
</tbody>
</table>

**Head – 228**

<table>
<thead>
<tr>
<th>Specific Indicators</th>
<th>Actual output as a percentage (%) of the expected Output</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100-90</td>
</tr>
<tr>
<td>Number of Courts Complexes newly constructed and completed.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of additional buildings constructed for Courts Complexes newly constructed and completed.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of Judges’ official residences constructed and completed.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of renovation projects intended to be carried out in courts.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of courts intended to be obtained transfer/title certificates for lands.</td>
<td>✓</td>
</tr>
<tr>
<td>Number of contracts intended to be executed for providing infrastructure to courts.</td>
<td>✓</td>
</tr>
<tr>
<td>Revenues intended to be collected from courts.</td>
<td>✓</td>
</tr>
<tr>
<td>Percentage of disposal of court cases.</td>
<td>✓</td>
</tr>
<tr>
<td>Percentage of disposal of industrial disputes.</td>
<td>✓</td>
</tr>
</tbody>
</table>
### Chapter 05 - Performance of the achieving Sustainable Development Goals (SDG)

#### 5.1 Indicate the Identified respective Sustainable Developments Goals

<table>
<thead>
<tr>
<th>Goal / Objective</th>
<th>Targets</th>
<th>Indicators of the achievement</th>
<th>Progress of the Achievement to date %</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.1 Significantly reduce all forms of violence and related death rates.</td>
<td>Law Reforms for greater recognition, protection and promotion of the rights of the citizens.</td>
<td>Number of Legislation intended to be presented in parliament</td>
<td>75 - 100</td>
</tr>
<tr>
<td></td>
<td>Strengthen the litigation process and expediting the procedure in courts end all kind of crime.</td>
<td>Percentage of disposal criminal cases in High Courts &amp; Magistrates Courts</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>Set out, uphold and enforce the rights and entitlements of victims of crime and witnesses and to provide for a mechanism to promote, protect, enforce and exercise such rights and entitlements.</td>
<td>Number of complaints concluded in respect of victims of crimes and witnesses</td>
<td>√</td>
</tr>
<tr>
<td>16.2 End abuse, exploitation, trafficking and all forms of violence against and torture of children.</td>
<td>Strengthen laws to prevent Human Trafficking</td>
<td>Percentage of the implementation of action plan for 2020-2025 to combat Human Trafficking</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>Expeditious disposal and granting reliefs by the Labour Tribunal thereby safeguarding the employments of those who are not in the Public Service.</td>
<td>Percentage of disposal of industrial disputes.</td>
<td>√</td>
</tr>
<tr>
<td>16.3 Promote the rule of law at the national and international levels and ensure equal access to justice for all.</td>
<td>Improve efficiency of the rule of law in term of social governance eliminating delays in the dispensation of justice.</td>
<td>Percentage of disposal of Court Cases</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>Providing physical infrastructure necessary for the effective implementation of the Government policy in order to realize the process administration of justice more efficiently for the benefit of the general public.</td>
<td>Number of Courts Complexes newly constructed and completed.</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>Number of additional buildings constructed for Courts Complexes newly constructed and completed.</td>
<td>Number of Judges’ official residences constructed and completed.</td>
<td>√</td>
</tr>
<tr>
<td></td>
<td>Enhance providing legal advice and free legal assistance to low income groups and to create awareness in the entire society on legal procedures.</td>
<td>Number of persons intended to be provided with legal aid.</td>
<td>√</td>
</tr>
<tr>
<td>Goal / Objective</td>
<td>Targets</td>
<td>Indicators of the achievement</td>
<td>Progress of the Achievement to date %</td>
</tr>
<tr>
<td>------------------</td>
<td>---------</td>
<td>-------------------------------</td>
<td>-------------------------------------</td>
</tr>
<tr>
<td>16.6 Develop effective, accountable and transparent institutions at all levels.</td>
<td>Enhancement of efficiency and quality in the judicial service through training of officers in the judicial service so as to cope with the delay in the process of hearing and disposal of court cases with the prime object of providing the general public with a speedy and better service.</td>
<td>Number of Judicial Officers intended to be referred for training programs.</td>
<td>√</td>
</tr>
<tr>
<td>16.7 Ensure responsive, inclusive, participatory and representative decision making at all levels.</td>
<td>Strengthen the mediation process as a dispute resolution mechanism alternative to litigation process more particularly the resolution of minor disputes which are often brought before the courts and thereby relieving of the backlog in the entire court system.</td>
<td>Percentage of settlement of disputes by the Mediation Boards</td>
<td>√</td>
</tr>
<tr>
<td>16.a Strengthen relevant national institutions, including through international cooperation, for building capacity at all levels, to prevent violence and combat terrorism and crime.</td>
<td>Implementing of international obligations successfully</td>
<td>As per requests</td>
<td></td>
</tr>
</tbody>
</table>
5.2 Summarize the achievements and challenges in succeeding of sustainable development goals.

Of the key sustainable goals, goal 16 relates to this Ministry to a certain extent. This means that “Goal 16 is dedicated to the promotion of peaceful and inclusive societies for sustainable development, the provision of access to justice for all, and building effective, accountable institutions at all levels, peace, justice and effective, accountable and inclusive institutions are at the core of sustainable development. Several regions have enjoyed increased and sustained levels of peace and security in recent decades. But many countries still face protracted armed conflict and violence, and far too many people struggle as a result of weak institutions and the lack of access to justice, information and other fundamental freedoms.” Under these primary goals, further 10 goals have been recognized of globally significance. It can be observed that these goals have been framed and designed in a broader perspective much focusing on the prevalent global concerns. These goals and targets have been formulated covering a range of areas in the Sri Lankan context. Comparatively, this Ministry is entrusted with a limited task considering the wide variety nature of the scope of such goals and targets. The targets of the goal 16 cover a vast area which inter alia includes law, peace, health, child and woman affairs, finance, bribery and corruption, registrar general etc. According to the present context, it therefore becomes very challengeable to adjust the sustainable objectives and goals in line with the Heads 110 and 228 of the Ministry of Justice. Overall institutional collective endeavor helps succeed anticipated goals of the judicial sector. The subject of court administration is vested in the Judicial Service Commission, an independent institutional body headed by the Hon. Chief Justice.

Sustainable development goals and indexes pertaining to Heads 110 and 228 of this Ministry have been recognized to a considerable extent. Amendments to the Criminal Law is a task which comes within the purview of this Ministry and as such law reforms as regards Code of Criminal Procedure, Penal Code and Judicature Act are presently in progress. The Ministry maintains records of statistics with regard to court cases, pursuant to which, conclusion and disposal of court proceedings in the Magistrate’s Courts and High Courts report as 94% amply demonstrating a satisfactory index of adherence to the control of acts of violence and crimes engulfed in the society. Moreover, until the conclusion of the process of conviction of offenders and criminals in the court process, it is of very significance to protect witnesses and assist the victims of such crimes and as well as making the general public aware of the existing legal provisions in that regard. The National Authority for the Protection of Victims of Crimes and Witnesses has during the year under review dealt with 257 applications and finalized. The Legal Aid Commission is meanwhile involving in a great deal of work in order to ensure equal access to justice. During the year under review, the Commission has provided legal aid and advice to 171,858 applicants. It become essential to ensure efficiency within the court system in order to assure and strength the rule of law of the country. The litigation process may be facilitated by way of strengthening the mediation process as an alternative dispute resolution mechanism. The settlement of disputes within the Mediation Boards during the year under review has leveled up to 69%. Meanwhile, the Judges’ Training Institute offered training to 840 judicial
officers. Further, 1053 non-judicial officers have also been offered training. These training programmes have helped enhance the efficiency and the productivity of the officers attached to the judicial sector. During the year under review, construction works of three court complexes have been completed in addition to the construction of 07 buildings in the courts. Further, 06 official residencies for Judges have also been constructed. It was intended enhance the efficiency by way of providing the court system throughout the country with infrastructure facilities. The conclusion of court proceedings during the year under review recorded 93% while the settlement of industrial disputes recorded 123% which means that both pending matters and as well as fresh matters filed during the year under review have also been concluded. Notably, this Ministry takes the charge of advancing and promoting the rule of law of the country by way of implementing the international conventions whereby the this Ministry has contributed; to implement the applications received by the operation of the provisions contained in Convention on Civil Aspect of International Child Abduction Act, No. 10 of 2001, to implement the applications received by the operation of the provisions contained in Transfer of Offenders Act, No. 5 of 1995, to enter international treaties and conventions for seeking mutual assistance in criminal matters, to carry out service of summons on defendants/witnesses overseas issued by the courts in Sri Lanka and as well as e courts in foreign countries.
Chapter 06 - Human Resource Profile

6.1 Cadre Management

Head - 110

<table>
<thead>
<tr>
<th>Cadre category</th>
<th>Approved Cadre</th>
<th>Actual Cadre</th>
<th>Cadre vacant</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Senior Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secretary</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Additional Secretary (Legal)</td>
<td>2</td>
<td>2</td>
<td>-</td>
</tr>
<tr>
<td>Additional Secretary (Administration)</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Additional Secretary (Development)</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Additional Secretary (Judge)</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Additional Secretary (Special Project)</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Additional Secretary (Prisons)</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Chief Financial Officer</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Senior Assistant Secretary (Administration)</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Senior Assistant Secretary (Legal)</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Senior Assistant Secretary (Development)</td>
<td>1</td>
<td>-</td>
<td>1</td>
</tr>
<tr>
<td>Senior Assistant Secretary (Contract basis)</td>
<td>-</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Chief Accountant</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Chief Internal Auditor</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Director</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Secretary(Administration)</td>
<td>5</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Secretary(Legal)</td>
<td>4</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Assistant Secretary(Prisons)</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Accountant</td>
<td>4</td>
<td>4</td>
<td>-</td>
</tr>
<tr>
<td>Assistant Director</td>
<td>2</td>
<td>2</td>
<td>-</td>
</tr>
<tr>
<td>Engineer</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Engineer (Contract basis)</td>
<td>-</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Consultant (Contract basis)</td>
<td>-</td>
<td>2</td>
<td>-</td>
</tr>
<tr>
<td><strong>Tertiary Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Superintendent of Translator</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Administrative Officer</td>
<td>1</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Translator</td>
<td>7</td>
<td>7</td>
<td>-</td>
</tr>
<tr>
<td>Translator (Contract)</td>
<td>-</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Information Technological officer</td>
<td>1</td>
<td>-</td>
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</tr>
<tr>
<td>Librarian (Contract basis)</td>
<td>-</td>
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<td>-</td>
</tr>
<tr>
<td><strong>Secondary Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Development Officer</td>
<td>63</td>
<td>55</td>
<td>8</td>
</tr>
<tr>
<td>Graduate Trainee</td>
<td>-</td>
<td>24</td>
<td>-</td>
</tr>
<tr>
<td>Accounts Assistant</td>
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<td>-</td>
<td>1</td>
</tr>
<tr>
<td>Programme Assistant</td>
<td>-</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Development Assistant</td>
<td>2</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Financial Assistant</td>
<td>5</td>
<td>5</td>
<td>4</td>
</tr>
<tr>
<td>Management Service Officer</td>
<td>66</td>
<td>57</td>
<td>9</td>
</tr>
<tr>
<td>Still Photographer</td>
<td>1</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Cadre category</td>
<td>Approved Cadre</td>
<td>Actual Cadre</td>
<td>Cadre vacant</td>
</tr>
<tr>
<td>----------------------------------------------------</td>
<td>----------------</td>
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</tr>
<tr>
<td>Judicial Officer class II, Grade I</td>
<td>-</td>
<td>99</td>
<td>-</td>
</tr>
<tr>
<td>President, Labour Tribunal Grade II</td>
<td>-</td>
<td>17</td>
<td>-</td>
</tr>
<tr>
<td>Deputy Commissioner of Labour Compensation</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>Judicial Officer Class I, Grade II</td>
<td>45</td>
<td>45</td>
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</tr>
<tr>
<td>Judicial Officer class I, Grade I</td>
<td>40</td>
<td>40</td>
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<tr>
<td>President, Labour Tribunals Grade I</td>
<td>-</td>
<td>11</td>
<td>-</td>
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<tr>
<td>Commissioner of Labour Compensation</td>
<td>-</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Judicial Officer Special Grade</td>
<td>35</td>
<td>35</td>
<td>-</td>
</tr>
<tr>
<td>President, Labour Tribunal Special Grade</td>
<td>-</td>
<td>5</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Designation</th>
<th>Approved Cadre</th>
<th>Actual Cadre</th>
<th>Cadre vacant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Court Registrar, Grade I</td>
<td>81</td>
<td>43</td>
<td>38</td>
</tr>
<tr>
<td>Court Registrar, Grade II - I</td>
<td>97</td>
<td>28</td>
<td>69</td>
</tr>
<tr>
<td>Court Registrar, Grade II - II</td>
<td>150</td>
<td>120</td>
<td>30</td>
</tr>
<tr>
<td>Court Registrar, Grade III</td>
<td>237</td>
<td>128</td>
<td>109</td>
</tr>
<tr>
<td>Family Counsellor</td>
<td>86</td>
<td>80</td>
<td>6</td>
</tr>
<tr>
<td>Development Officer/ Programme Assistant/ Account Assistant</td>
<td>762</td>
<td>658</td>
<td>104</td>
</tr>
<tr>
<td>Court Interpreter</td>
<td>332</td>
<td>278</td>
<td>54</td>
</tr>
<tr>
<td>Courts Clerk</td>
<td>2615</td>
<td>1865</td>
<td>750</td>
</tr>
<tr>
<td>Courts Stenographer</td>
<td>1314</td>
<td>1077</td>
<td>237</td>
</tr>
<tr>
<td>Courts Typist</td>
<td>642</td>
<td>579</td>
<td>63</td>
</tr>
<tr>
<td>Book binder</td>
<td>558</td>
<td>520</td>
<td>38</td>
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</table>
### Staff appointed to courts by the Ministry of Justice

<table>
<thead>
<tr>
<th>Cadre category</th>
<th>Approved Cadre</th>
<th>Actual Cadre</th>
<th>Cadre vacant</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Senior Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accountant</td>
<td>25</td>
<td>18</td>
<td>07</td>
</tr>
<tr>
<td><strong>Tertiary Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Translator</td>
<td>34</td>
<td>30</td>
<td>04</td>
</tr>
<tr>
<td><strong>Secondary Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Development Officer</td>
<td>775</td>
<td>655</td>
<td>120</td>
</tr>
<tr>
<td>Technical Officer</td>
<td>24</td>
<td>17</td>
<td>07</td>
</tr>
<tr>
<td><strong>Primary Level</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employment Office Service</td>
<td>2409</td>
<td>2201</td>
<td>208</td>
</tr>
<tr>
<td>Court Security</td>
<td>471</td>
<td>439</td>
<td>32</td>
</tr>
<tr>
<td>Fiscal Peon</td>
<td>80</td>
<td>79</td>
<td>01</td>
</tr>
<tr>
<td>Fiscal Matron</td>
<td>92</td>
<td>88</td>
<td>04</td>
</tr>
<tr>
<td>Process Server and Writ Executor</td>
<td>774</td>
<td>755</td>
<td>19</td>
</tr>
<tr>
<td>Crier &amp; Usher</td>
<td>47</td>
<td>26</td>
<td>21</td>
</tr>
<tr>
<td>Plumber</td>
<td>06</td>
<td>05</td>
<td>01</td>
</tr>
<tr>
<td>Electrician</td>
<td>06</td>
<td>05</td>
<td>01</td>
</tr>
<tr>
<td>Mason</td>
<td>05</td>
<td>02</td>
<td>03</td>
</tr>
<tr>
<td>Carpenter</td>
<td>05</td>
<td>05</td>
<td>-</td>
</tr>
<tr>
<td>Labourer</td>
<td>10</td>
<td>07</td>
<td>03</td>
</tr>
<tr>
<td>Circuit Bunglow Keeper</td>
<td>02</td>
<td>02</td>
<td>-</td>
</tr>
</tbody>
</table>

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

**Head 110**

Certain Vacancies in the Ministry are covered by the officers in parallel services.

**Head 228**

Requests have been made in writing for urgent need to fill the vacancies presently fallen in the minor staff in the courts, as the existing dearth in the minor staff has requested in difficulty/inconvenience in smoothly carrying out Court Works without interruption.
06.3 Human Resource Development

Head - 110

<table>
<thead>
<tr>
<th>Name of the Program</th>
<th>No. of staff trained</th>
<th>Duration of the program</th>
<th>Total Investment (Rs’000)</th>
<th>Nature of the Program (Abroad/Local)</th>
<th>Output/Knowledge Gained*</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Audit Act</td>
<td>26</td>
<td>Two Days</td>
<td>150,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>New Tax Law</td>
<td>14</td>
<td></td>
<td>138,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Contract Administration</td>
<td>2</td>
<td>Two Days</td>
<td>15,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Contract Administration</td>
<td>4</td>
<td>One Days</td>
<td>16,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Personal File Maintenance</td>
<td>4</td>
<td>Two Days</td>
<td>34,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Ethics of telephone Operators</td>
<td>1</td>
<td>One Day</td>
<td>7,500.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Payment of Salaries in public sector</td>
<td>3</td>
<td>Three Days</td>
<td>54,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Short Course on Bar Schedule Preparation</td>
<td>3</td>
<td>Two Days</td>
<td>30,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Seminar on Moral Responsibilities</td>
<td>1</td>
<td>One Day</td>
<td>1,500.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Audit Act</td>
<td>70</td>
<td>One Day</td>
<td>70,275.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Course on Tamil Language</td>
<td>110</td>
<td>100 Hrs</td>
<td>50,800.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Electricity</td>
<td>5</td>
<td>One Day</td>
<td>20,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Audit Queries</td>
<td>4</td>
<td>Two Days</td>
<td>34,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Procurement Process</td>
<td>4</td>
<td>Two Days</td>
<td>112,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Attitude Development of Drivers</td>
<td>30</td>
<td>Two Days</td>
<td>180,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Disciplinary Procedure</td>
<td>50</td>
<td>Two Days</td>
<td>220,000.00</td>
<td>Local</td>
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</tr>
<tr>
<td>Computer Courses(International Computer Driving License)</td>
<td>17</td>
<td>06 Months</td>
<td>576,000.00</td>
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</tr>
<tr>
<td>Payment of Government Salaries</td>
<td>6</td>
<td></td>
<td>18,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Plumbing</td>
<td>1</td>
<td>One Day</td>
<td>1,500.00</td>
<td>Local</td>
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</tr>
<tr>
<td>Disciplinary action</td>
<td>10</td>
<td>One Day</td>
<td>54,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Provision of answers of Audit Queries</td>
<td>4</td>
<td>One Day</td>
<td>24,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Disciplinary Procedure</td>
<td>27</td>
<td>One Day</td>
<td>150,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Present Office Procedures</td>
<td>67</td>
<td></td>
<td>316,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Establishment Procedure</td>
<td>8</td>
<td>One Day</td>
<td>48,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Allowances and leave for staying abroad</td>
<td>1</td>
<td>Two Days</td>
<td>50,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td><strong>Total: 472</strong></td>
<td></td>
<td></td>
<td><strong>2,370,575.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

As offices of the Ministry are referred to training courses covering all categories and on exigencies of service, normal course of office duties are not affected.

Training Courses offered to offices result in efficiency in discharge of duties.
<table>
<thead>
<tr>
<th>Name of the Program</th>
<th>No. of staff trained</th>
<th>Duration of the program</th>
<th>Total Investment (Rs'000)</th>
<th>Nature of the Program (Abroad/Local)</th>
<th>Output/Knowledge Gained*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Management</td>
<td>1</td>
<td>Three Days</td>
<td>18,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Financial Regulation</td>
<td>4</td>
<td>Three Days</td>
<td>18,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Financial Regulation</td>
<td>2</td>
<td>Two Days</td>
<td>26,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Second Language (Tamil)</td>
<td>61</td>
<td>50 Hours</td>
<td>27,320.00</td>
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</tr>
<tr>
<td>Language and Interpreter Course</td>
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<td>Three Months</td>
<td>21,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>File Management</td>
<td>5</td>
<td>Two Days</td>
<td>18,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Book Binders</td>
<td>8</td>
<td>Two Days</td>
<td>60,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Disciplinary Procedure</td>
<td>1</td>
<td>Three Days</td>
<td>18,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Office Management</td>
<td>3</td>
<td>Three Days</td>
<td>54,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Positive Thinking</td>
<td>2</td>
<td>Three Days</td>
<td>36,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Preparation of Salary</td>
<td>2</td>
<td>Three Days</td>
<td>36,000.00</td>
<td>Local</td>
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</tr>
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<td>Decision Making tools and Techniques</td>
<td>1</td>
<td>Three Days</td>
<td>7,750.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Translator and Interpreter</td>
<td>1</td>
<td>One Year</td>
<td>60,000.00</td>
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<tr>
<td>Tamil Course</td>
<td>2</td>
<td>Three Months</td>
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<td>Three Days</td>
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<td>Local</td>
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<tr>
<td></td>
<td>2</td>
<td>Three Days</td>
<td>36,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Financial Regulation</td>
<td>2</td>
<td>Three Days</td>
<td>36,000.00</td>
<td>Local</td>
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<td>Procurement Guidance</td>
<td>5</td>
<td>Three Days</td>
<td>90,000.00</td>
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<tr>
<td>Positive Thinking</td>
<td>1</td>
<td>Three Days</td>
<td>18,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Family counseling Diploma</td>
<td>1</td>
<td>Three Months</td>
<td>60,000.00</td>
<td>Local</td>
<td></td>
</tr>
<tr>
<td>Procurement Guidance</td>
<td>2</td>
<td>Three Days</td>
<td>36,000.00</td>
<td>Local</td>
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</tr>
<tr>
<td>Family counseling Diploma</td>
<td>2</td>
<td>Three Months</td>
<td>120,000.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>472</strong></td>
<td></td>
<td><strong>2,370,575.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*As offices of the Ministry are referred to training courses covering all categories and on exigencies of service, normal course of office duties are not affected.
As a result of delegation of Authority to High court Judges to expand up to Rs. 20,000.00 for local training and consequently the approval granted by the MOJ in respect of the aforementioned officers, a sum of Rs. 9,558,685.81 was incurred under expenditure Head 228 for offices attached to Courts and further a sum of Rs. 2,802,000.00 was incurred in respect of officers attached to the Labour Tribunals.

As a result of the training officers to these officers, duties could be carried out with due diligence efficiency and accuracy.
## Chapter 07 – Compliance Report

### Head – 110

<table>
<thead>
<tr>
<th>No</th>
<th>Applicable Requirement</th>
<th>Compliance Status (Complied/Not Complied)</th>
<th>Brief explanation for Non Compliance</th>
<th>Corrective actions proposed to avoid non-compliance in future</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The following Financial statements/accounts have been submitted on due date</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.1</td>
<td>Annual financial statements</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>Advance to public officers account</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.3</td>
<td>Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)</td>
<td>Not Complied</td>
<td></td>
<td>Not necessary at present</td>
</tr>
<tr>
<td>1.4</td>
<td>Stores Advance Accounts</td>
<td>Not Complied</td>
<td></td>
<td>Not necessary at present</td>
</tr>
<tr>
<td>1.5</td>
<td>Special Advance Accounts</td>
<td>Not Complied</td>
<td></td>
<td>Not necessary at present</td>
</tr>
<tr>
<td>1.6</td>
<td>Others</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Maintenance of books and registers (FR445)/</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1</td>
<td>Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>Personal emoluments register/Personal emoluments cards has been maintained and update</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.3</td>
<td>Register of Audit queries has been maintained and update</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.4</td>
<td>Register of Internal Audit reports has been maintained and update</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.5</td>
<td>All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.6</td>
<td>Register for cheques and money orders has been maintained and update</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.7</td>
<td>Inventory register has been maintained and update</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.8</td>
<td>Stocks Register has been maintained and update</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.9</td>
<td>Register of Losses has been maintained and update</td>
<td>Complied</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2.10 Commitment Register has been maintained and update | Complied
2.11 Register of Counter foil Books (GA – N20) has been maintained and update | Complied

3 Delegation of functions for financial control (FR 135)

| 3.1 | The financial authority has been delegated within the institute | Complied |
| 3.2 | The delegation of financial authority has been communicated within the institute | Complied |
| 3.3 | The authority has been delegated in such manner so as to pass each transaction through two or more officers | Complied |
| 3.4 | The controls 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 |

4 Preparation of Annual Plans

| 4.1 | The annual action plan has been prepared | |
| 4.2 | The annual procurement plan has been prepared | Complied |
| 4.3 | The annual Internal Audit plan has been prepared | Not Complied |
| 4.4 | The annual estimate has been prepared and submitted to the NBD on due date | Complied |
| 4.5 | The annual cash flow has been submitted to the Treasury Operations Department on time | Complied |

5 Audit Queries

| 5.1 | All the audit queries has been replied within the specified time by the Auditor General | Complied |

6 Internal Audit

<p>| 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 |
| 6.2 | All the internal audit reports has been replied within one month | Not Complied | Actions to be taken to comply in Future |
| 6.3 | Copies of all the internal audit | Complied |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018</td>
<td></td>
</tr>
<tr>
<td>6.4</td>
<td>All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)</td>
<td>Complied</td>
</tr>
<tr>
<td>7</td>
<td><strong>Audit and Management Committee</strong></td>
<td></td>
</tr>
<tr>
<td>7.1</td>
<td>Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019</td>
<td>Complied</td>
</tr>
<tr>
<td>8</td>
<td><strong>Asset Management</strong></td>
<td></td>
</tr>
<tr>
<td>8.1</td>
<td>The information about purchases of assets and disposals was submitted to the Comptroller General’s Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017</td>
<td>Complied</td>
</tr>
<tr>
<td>8.2</td>
<td>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</td>
<td>Complied</td>
</tr>
<tr>
<td>8.3</td>
<td>The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016</td>
<td>Not Complied</td>
</tr>
<tr>
<td>8.4</td>
<td>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</td>
<td>Complied</td>
</tr>
<tr>
<td>8.5</td>
<td>The disposal of condemn articles had been carried out in terms of FR 772</td>
<td>Complied</td>
</tr>
<tr>
<td>9</td>
<td><strong>Vehicle Management</strong></td>
<td></td>
</tr>
<tr>
<td>9.1</td>
<td>The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date</td>
<td>Complied</td>
</tr>
<tr>
<td>9.2</td>
<td>The condemned vehicles had been disposed of within a period of less than 6 months after condemning</td>
<td>Not Complied</td>
</tr>
<tr>
<td></td>
<td></td>
<td>disposing</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>-----------</td>
</tr>
<tr>
<td>9.3</td>
<td>The vehicle logbooks had been maintained and updated</td>
<td>Complied</td>
</tr>
<tr>
<td>9.4</td>
<td>The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident</td>
<td>Complied</td>
</tr>
<tr>
<td>9.5</td>
<td>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</td>
<td>Complied</td>
</tr>
<tr>
<td>9.6</td>
<td>The absolute ownership of the leased vehicle log books has been transferred after the lease term</td>
<td>Complied</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Central Finance didn’t sent the Final Report</td>
</tr>
</tbody>
</table>

**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 |
| 10.2 | The dormant accounts that had existed in the year under review or since previous years settled | Complied |
| 10.3 | The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month | Complied |

**11 Utilization of Provisions**

| 11.1 | The provisions allocated had been spent without exceeding the limit | Complied |
| 11.2 | The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1) | Complied |

**12 Advances to Public Officers Account**

| 12.1 | The limits had been complied with | Complied |
| 12.2 | A time analysis had been carried out on the loans in arrears | Complied |
| 12.3 | The loan balances in arrears for over one year had been settled | Unsettled loan balances are very old & due to that it is very difficult to settle those balances. |

**13 General Deposit Account**

<p>| 13.1 | The action had been taken as per F.R.571 in relation to disposal of lapsed deposits | Complied |</p>
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.2</td>
<td>The control register for general deposits had been updated and maintained</td>
<td>Complied</td>
</tr>
<tr>
<td>14</td>
<td><strong>Imprest Account</strong></td>
<td></td>
</tr>
<tr>
<td>14.1</td>
<td>The balance in the cash book at the end of the year under review remitted to TOD</td>
<td>Complied</td>
</tr>
<tr>
<td>14.2</td>
<td>The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task</td>
<td>Complied</td>
</tr>
<tr>
<td>14.3</td>
<td>The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R. 371</td>
<td>Complied</td>
</tr>
<tr>
<td>14.4</td>
<td>The balance of the imprest account had been reconciled with the Treasury books monthly</td>
<td>Complied</td>
</tr>
<tr>
<td>15</td>
<td><strong>Revenue Account</strong></td>
<td></td>
</tr>
<tr>
<td>15.1</td>
<td>The refunds from the revenue had been made in terms of the regulations</td>
<td>Complied</td>
</tr>
<tr>
<td>15.2</td>
<td>The revenue collection had been directly credited to the revenue account without credited to the deposit account</td>
<td>Complied</td>
</tr>
<tr>
<td>15.3</td>
<td>Returns of arrears of revenue forward to the Auditor General in terms of FR 176</td>
<td>Complied</td>
</tr>
<tr>
<td>16</td>
<td><strong>Human Resource Management</strong></td>
<td></td>
</tr>
<tr>
<td>16.1</td>
<td>The staff had been paid within the approved cadre</td>
<td>Complied</td>
</tr>
<tr>
<td>16.2</td>
<td>All members of the staff have been issued a duty list in writing</td>
<td>Complied</td>
</tr>
<tr>
<td>16.3</td>
<td>All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017</td>
<td>Complied</td>
</tr>
<tr>
<td>17</td>
<td><strong>Provision of information to the public</strong></td>
<td></td>
</tr>
<tr>
<td>17.1</td>
<td>An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation</td>
<td>Complied</td>
</tr>
<tr>
<td>17.2</td>
<td>Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures</td>
<td>Complied</td>
</tr>
<tr>
<td>17.3</td>
<td>Bi-Annual and Annual reports have</td>
<td>Complied</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>18</td>
<td><strong>Implementing citizens charter</strong></td>
<td></td>
</tr>
<tr>
<td>18.1</td>
<td>A citizens charter/Citizens client’s charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management</td>
<td>Complied</td>
</tr>
<tr>
<td>18.2</td>
<td>A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client’s charter as per paragraph 2.3 of the circular</td>
<td>Complied</td>
</tr>
<tr>
<td>19</td>
<td><strong>Preparation of the Human Resource Plan</strong></td>
<td></td>
</tr>
<tr>
<td>19.1</td>
<td>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.</td>
<td>Not Complied</td>
</tr>
<tr>
<td>19.2</td>
<td>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</td>
<td>Not Complied</td>
</tr>
<tr>
<td>19.3</td>
<td>Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular</td>
<td>Not Complied</td>
</tr>
<tr>
<td>19.4</td>
<td>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</td>
<td>Complied</td>
</tr>
<tr>
<td>20</td>
<td><strong>Responses Audit Paras</strong></td>
<td></td>
</tr>
<tr>
<td>20.1</td>
<td>The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified</td>
<td>Complied</td>
</tr>
<tr>
<td>No.</td>
<td>Applicable Requirement</td>
<td>Compliance Status (Complied/Not Complied)</td>
</tr>
<tr>
<td>-----</td>
<td>----------------------------------------------------------------------------------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>1</td>
<td>The following Financial statements/accounts have been submitted on due date</td>
<td></td>
</tr>
<tr>
<td>1.1</td>
<td>Annual financial statements</td>
<td>Complied</td>
</tr>
<tr>
<td>1.2</td>
<td>Advance to public officers account</td>
<td>Complied</td>
</tr>
<tr>
<td>1.3</td>
<td>Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)</td>
<td>Not Complied</td>
</tr>
<tr>
<td>1.4</td>
<td>Stores Advance Accounts</td>
<td>Not Complied</td>
</tr>
<tr>
<td>1.5</td>
<td>Special Advance Accounts</td>
<td>Not Complied</td>
</tr>
<tr>
<td>1.6</td>
<td>Others</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Maintenance of books and registers (FR445)</td>
<td></td>
</tr>
<tr>
<td>2.1</td>
<td>Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018</td>
<td>Not complied</td>
</tr>
<tr>
<td>2.2</td>
<td>Personal emoluments register/ Personal emoluments cards has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>2.3</td>
<td>Register of Audit queries has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>2.4</td>
<td>Register of Internal Audit reports has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>2.5</td>
<td>All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date</td>
<td>Complied</td>
</tr>
<tr>
<td>2.6</td>
<td>Register for cheques and money orders has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>2.7</td>
<td>Inventory register has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>2.8</td>
<td>Stocks Register has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>2.9</td>
<td>Register of Losses has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>2.10</td>
<td>Commitment Register has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Status</td>
</tr>
<tr>
<td>---</td>
<td>------------------------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>2.11</td>
<td>Register of Counterfoil Books (GA – N20) has been maintained and update</td>
<td>Complied</td>
</tr>
<tr>
<td>03</td>
<td><strong>Delegation of functions for financial control (FR 135)</strong></td>
<td></td>
</tr>
<tr>
<td>3.1</td>
<td>The financial authority has been delegated within the institute</td>
<td>Complied</td>
</tr>
<tr>
<td>3.2</td>
<td>The delegation of financial authority has been communicated within the institute</td>
<td>Complied</td>
</tr>
<tr>
<td>3.3</td>
<td>The authority has been delegated in such manner so as to pass each transaction through two or more officers</td>
<td>Complied</td>
</tr>
<tr>
<td>3.4</td>
<td>The controls 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</td>
<td>Complied</td>
</tr>
<tr>
<td>4</td>
<td><strong>Preparation of Annual Plans</strong></td>
<td></td>
</tr>
<tr>
<td>4.1</td>
<td>The annual action plan has been prepared</td>
<td>Complied</td>
</tr>
<tr>
<td>4.2</td>
<td>The annual procurement plan has been prepared</td>
<td>Complied</td>
</tr>
<tr>
<td>4.3</td>
<td>The annual Internal Audit plan has been prepared</td>
<td>Complied</td>
</tr>
<tr>
<td>4.4</td>
<td>The annual estimate has been prepared and submitted to the NBD on due date</td>
<td>Complied</td>
</tr>
<tr>
<td>4.5</td>
<td>The annual cash flow has been submitted to the Treasury Operations Department on time</td>
<td>Complied</td>
</tr>
<tr>
<td>5</td>
<td><strong>Audit Queries</strong></td>
<td></td>
</tr>
<tr>
<td>5.1</td>
<td>All the audit queries has been replied within the specified time by the Auditor General</td>
<td>Complied</td>
</tr>
<tr>
<td>6</td>
<td><strong>Internal Audit</strong></td>
<td></td>
</tr>
<tr>
<td>6.1</td>
<td>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</td>
<td>Complied</td>
</tr>
<tr>
<td>6.2</td>
<td>All the internal audit reports has been replied within one month</td>
<td>Not Complied</td>
</tr>
<tr>
<td>6.3</td>
<td>Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act</td>
<td>Complied</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>6.4</td>
<td>All the copies of internal audit reports has been submitted to the Auditor General inter ms of Financial Regulation 134(3)</td>
<td>Complied</td>
</tr>
<tr>
<td>7.1</td>
<td>Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019</td>
<td>Complied</td>
</tr>
<tr>
<td>8.1</td>
<td>The information about purchases of assets and disposals was submitted to the Comptroller General’s Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017</td>
<td>Complied</td>
</tr>
<tr>
<td>8.2</td>
<td>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</td>
<td>Complied</td>
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<td>8.3</td>
<td>The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016</td>
<td>Not Complied</td>
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<tr>
<td>8.4</td>
<td>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</td>
<td>Complied</td>
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<td>8.5</td>
<td>The disposal of condemn articles had been carried out in terms of FR 772</td>
<td>Complied</td>
</tr>
<tr>
<td>9.1</td>
<td>The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date</td>
<td>Not complied</td>
</tr>
<tr>
<td>9.2</td>
<td>The condemned vehicles had been disposed of within a period of less than 6 months after condemning</td>
<td>Not complied</td>
</tr>
<tr>
<td>9.3</td>
<td>The vehicle logbooks had been maintained and updated</td>
<td>Complied</td>
</tr>
<tr>
<td>9.4</td>
<td>The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident</td>
<td>Complied</td>
</tr>
</tbody>
</table>
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

9.6 The absolute ownership of the leased vehicle log books has been transferred after the lease term | Complied

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

10.2 The dormant accounts that had existed in the year under review or since previous years settled | Complied

10.3 The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had been made, and had those balances been settled within one month | Complied

11 **Utilization of Provisions**

11.1 The provisions allocated had been spent without exceeding the limit | Complied

11.2 The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1) | Complied

12 **Advances to Public Officers Account**

12.1 The limits had been complied with | Complied

12.2 A time analysis had been carried out on the loans in arrears | Complied

12.3 The loan balances in arrears for over one year had been settled | Not Complied | Unsettled loan balances are very old & due to that it is very difficult to settle those balances. Actions have been taken to settle old loan balances in future.

13 **General Deposit Account**

13.1 The action had been taken as per F.R. 571 in relation to disposal of lapsed deposits | Complied

13.2 The control register for general deposits had been updated and maintained | Complied

14 **Imprest Account**

14.1 The balance in the cash book at the end of the year under review remitted to TOD | Complied

14.2 The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task | Complied
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Compliance Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.3</td>
<td>The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R. 371</td>
<td>Complied</td>
</tr>
<tr>
<td>14.4</td>
<td>The balance of the imprest account had been reconciled with the Treasury books monthly</td>
<td>Complied</td>
</tr>
<tr>
<td>15</td>
<td><strong>Revenue Account</strong></td>
<td></td>
</tr>
<tr>
<td>15.1</td>
<td>The refunds from the revenue had been made in terms of the regulations</td>
<td>Complied</td>
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<tr>
<td>15.2</td>
<td>The revenue collection had been directly credited to the revenue account without credited to the deposit account</td>
<td>Complied</td>
</tr>
<tr>
<td>15.3</td>
<td>Returns of arrears of revenue forward to the Auditor General in terms of FR 176</td>
<td>Complied</td>
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<tr>
<td>16</td>
<td><strong>Human Resource Management</strong></td>
<td></td>
</tr>
<tr>
<td>16.1</td>
<td>The staff had been paid within the approved cadre</td>
<td>Complied</td>
</tr>
<tr>
<td>16.2</td>
<td>All members of the staff have been issued a duty list in writing</td>
<td>Complied</td>
</tr>
<tr>
<td>16.3</td>
<td>All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017</td>
<td>Complied</td>
</tr>
<tr>
<td>17</td>
<td><strong>Provision of information to the public</strong></td>
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<tr>
<td>17.1</td>
<td>An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation</td>
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<tr>
<td>17.2</td>
<td>Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures</td>
<td>Complied</td>
</tr>
<tr>
<td>17.3</td>
<td>Bi-Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act</td>
<td>Complied</td>
</tr>
<tr>
<td>18</td>
<td><strong>Implementing Citizens Charter</strong></td>
<td></td>
</tr>
<tr>
<td>18.1</td>
<td>A citizens charter/Citizens client’s charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management</td>
<td>Complied</td>
</tr>
<tr>
<td>18.2</td>
<td>A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client’s charter as per paragraph 2.3 of the circular</td>
<td>Complied</td>
</tr>
</tbody>
</table>
## 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.

- Not Complied

**Actions will be taken to be complied in future.**

### 19.2 A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan

- Not Complied

**Actions will be taken to be complied in future.**

### 19.3 Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular

- Not Complied

**Actions will be taken to be complied in future.**

### 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

## 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

End