



Annual Action Plan 2021

**Department of Fiscal Policy
Ministry of Finance**

Effective from 01 January to 31 December 2021



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1.0 Framework

1.1 Introduction

The main responsibilities of the Department of Fiscal Policy is the formulation and implementation of fiscal policy within the broad developmental framework of the government in consultation with relevant institutions, line ministries, other agencies/ institutions and private sector to achieve desired economic and social objectives of the country.

The Department is mainly responsible for the taxation policy of country as well as analyzing the revenue, expenditure and financing activities, and the domestic and global macroeconomic development in order to facilitate appropriate adjustment in the country's fiscal policy to achieve desired outcomes.

The Department of Fiscal Policy has identified the importance of strengthening its activities further to provide necessary impetus towards undertaking more analyses and research activities in the medium to long run thereby facilitating the General Treasury's transformation to operate in a middle-income economic environment.

1.2 Vision

To ensure the establishment of a sustainable fiscal policy framework

1.3 Mission

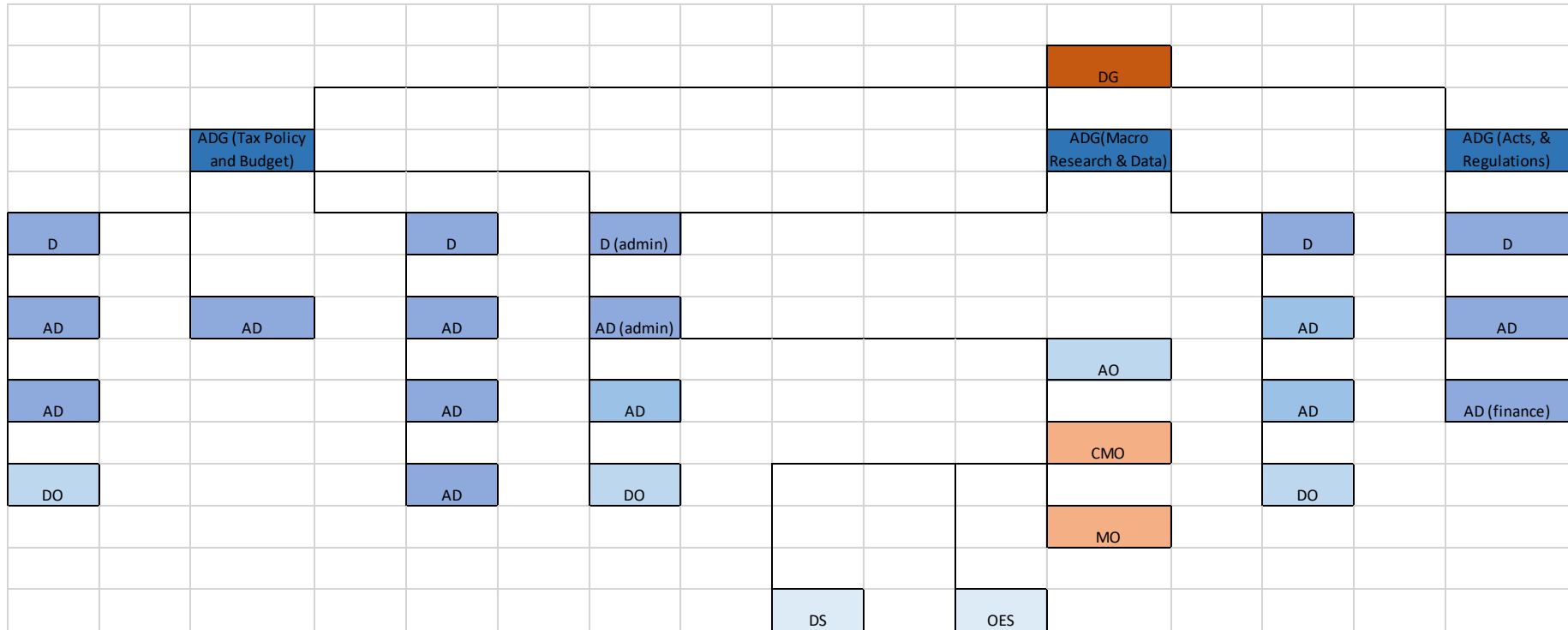
Formulation and implementation of fiscal policy within the broad development framework of the government

1.4 Scope and Function

- Formulation and implementation of fiscal policy and medium-term fiscal strategy by coordinating public, private and international agencies.
- Formulation of tax policy and related statutes other than the customs duty and the special commodity levy.
- Management and review of fiscal out-turn and fiscal performance including government revenue and receipts while maintaining a proper co-ordination with all departments engaged in revenue collection.
- Handling the work related to the amendments to the legislations as per the policy decisions taken by the government from time to time.
- Implementation of requirements under fiscal management (responsibilities) act, including reporting.
- Undertaking analysis/research on various fiscal and macroeconomic matters.

2.0

2.1 Organization Structure



2.2 Approved and Existing Cadre as at 31 December 2020

Designation	Service	Grade/ Class	Salary Code	DMS Approved Cadre	Existing Cadre	Vacancies
Senior Level						
Director General	SLAS	Special	SL3/2016	1	-	-
Addl. Director General	SLAS	Special	SL3/2016	1	1	-
Addl. Director General	OPEN			1	-	1
Director	SLAS	1	SL1/2016	2	2	-
Director	SLPS	1	SL1/2016	1	-	1
Dy. Director/ Asst. Director	SLAS	11/111	SL1/2016	9	3	6
Dy. Director/Asst. Director	SLPS	11/111	SL1/2016	5	5	-
Accountant	SLAcS	11/111	SL1/2016	1	1	-
Tertiary Level						
Administrative Officer	MSO	Supra	MN7/2016	1	-	1
Translator (Eng/Sin)	TS	Special	MN6/2016	1	-	1
Translator (Eng/Tam)	TS	1	MN6/2016	1	1	-
Secondary Level						
Development Officer	DOS	111/11/1	MN4/2016	08	08	-
Management Service Officer	MSO	111/11/1	MN2/2016	10	08	2
Primary Level						
Driver	DS	111/11/1/Sp	PL3/2016	07	06	1
K.K.S	OES	111/11/1/Sp	PL1/2016	07	06	1
Total				56	41	14

2.3.0 Financial Allocation for the Implementation of the Annual Action Plan 2021 as per the Budget Estimate 2021

2.3.1 Head - 238 Department of Fiscal Policy

Object Code	Category/Object Title	2021 Provision
	RECURRENT EXPENDITURE	72,460
	Personal Emoluments	44,500
1001	Salaries & Wages	27,000
1002	Overtime and Holiday Payments	1,500
1003	Other Allowances	16,000
	Travelling Expenses	3,200
1101	Domestic	200
1102	Foreign	3,000
	Supplies	4,060
1201	Stationery and Office Requisites	2,000
1202	Fuel	2,000
1203	Diets and Uniforms	60
	Maintenance Expenditure	3,200
1301	Vehicles	1,500
1302	Plant and Machinery	500
1303	Building and Structure	1,200
	Services	16,500
1401	Transport	1,300
1402	Postal and Communication	1,600
1408	Lease Rental for Vehicle Procured Under Operational Leasing	3,000
1409	Other	10,600
	Transfer	1,000
1506	Property Loan Interest to Public Servants	1,000
	CAPITAL EXPENDITURE	700
	Acquisition of Capital Assets	300
2102	Furniture and Office Equipment	300
	Human Resource Development	400
2401	Staff Training	400
	Total Expenditure	73,160

2.3.2 Statement of Monthly Cash Flow as per Approved Expenditure Plans

	Expenditure items (with Expenditure Codes)	Cash Requirement for the approved expenditure plans																Rs. '000
		Jan.	Feb.	March	Ist Qtr Total	April	May	June	2nd Qtr Total	July	Aug.	Sep.	3rd Qtr Total	Oct.	Nov.	Dec.	4th Qtr Total	Grand Total
I	Salaries and allowance (1001 and 1003)	3,270	3,270	3,271	9,811	3,270	3,270	3,271	9,811	3,270	3,270	3,271	9,811	3,270	3,270	3,272	9,812	39,245
	Other Allowances paid with salary(Except object code 1003)	288	288	288	864	288	288	288	864	288	288	288	864	288	288	288	864	3,456
II	Overtime and Holiday pay (1002)	125	125	125	375	125	125	125	375	125	125	125	375	125	125	125	375	1,500
III	All other Recurrent Expenditure	2,042	2,042	2,042	6,126	2,042	2,042	2,042	6,126	2,042	2,042	2,042	6,126	2,042	2,042	2,042	6,126	24,504
	Total Recurrent	5,725	5,725	5,726	17,176	5,725	5,725	5,726	17,176	5,725	5,725	5,726	17,176	5,725	5,725	5,727	17,177	68,705
IV	Reimbursable Foreign Aid																	
V	Other all Capital Expenses	50	50	75	175	50	50	75	175	50	50	75	175	50	50	75	175	700
VI	Public Officers Advance Account	300	300	500	1,100	300	350	350	1,000	300	300	300	900	300	400	300	1,000	4,000
VII	Deposit Accounts																	
VIII	Other Advance Accounts																	
	Grand Total	6,075	6,075	6,301	18,451	6,075	6,125	6,151	18,351	6,075	6,075	6,101	18,251	6,075	6,175	6,102	18,352	73,405

2.3.3 Procurement Plan for the Year 2021

Type of Procurement	Estimated Cost (Rs.'000)	Finance Source	Procurement Method	Level of Authority	Priority Status U- Urgent P- Priority N- Normal	Current Status of Procurement Preparedness Activities	Scheduled Date of Commencement	Scheduled Date of Completion
Works								
-	-	-	-	-	-	-	-	-
Goods								
Stationery & Office Requisites	2,000	Domestic Funds	Shopping	DPC	N	Requirement has been identified	07.02.2021	30.11.2021
Furniture & Office Equipment	300	Domestic Funds	Shopping	DPC	N	Requirement has been identified	20.02.2021	30.11.2021
Related Services								
Cleaning Services	780	Domestic Funds	Shopping	DPC	N	The approval of the procurement committee has been obtained to award the contract	01.01.2021	31.12.2021

3.0 Activity Plan - 2021

No	Major Functions and Activities	Duration(Month)											
		J	F	M	A	M	J	J	A	S	O	N	D
Function 01													
	Formulation and Implementation of the Fiscal Policy and Medium term Fiscal Strategy												
Key Activities													
i	Monitoring the implementation of policies and performance of revenue and expenditure												
ii	Reviewing macro fiscal condition of the country												
iii	Collaborating with the relevant agencies which have an impact on economic policy direction												
iv	Preparation of budget outturn monthly, quarterly and yearly and preparation of MTFE												
v	Taking measures to adjust the situation where a reaction is needed												
Function 02													
	Review the Present Fiscal Policy Stance and Proposed Appropriate Adjustments												

