



ACTION PLAN

2023

DEPARTMENT OF STATE ACCOUNTS

Ministry of Finance

General Treasury

Colombo 01

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01. About the Department

1.1 Our Vision

To be the “Center for Excellence in Government Financial Information.”

1.2 Our Mission

To Maintain a Centralized Computerized Financial Information System to provide financial information necessary for the decision-making process of all Government Ministries, Departments and other Government Institutions & to prepare the Annual Financial Statement of the Government and present them to all its stakeholders.

1.3 Policy

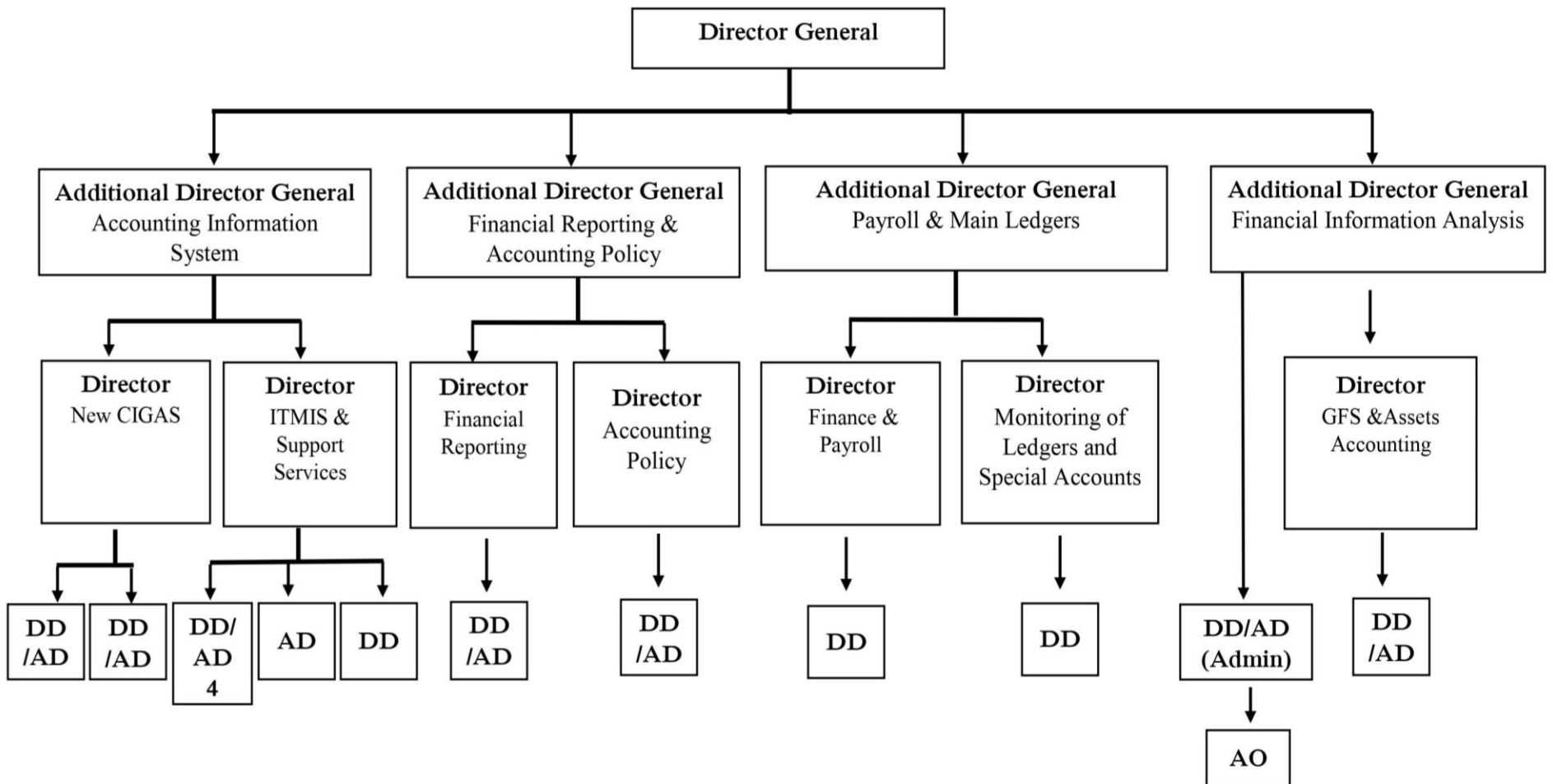
Timely provision of comparative, comprehensive and integrated public financial information based on National and International Standards and best practices.

1.4 Strategies

1. Develop and maintain an integrated financial information system for Government Ministries and Departments in accordance with generally accepted accounting principles and best practices.
2. Systematically updating the existing financial reporting system through integration with other reporting system and modernization.
3. Sharing knowledge related to Financial Reporting locally and internationally through participatory management approach.
4. Establish relationship with local and foreign recognized accounting bodies to develop best accounting practices.
5. Attract and retain quality human resources using optimal human resource management techniques.
6. Formulate, publicize and regulate policies, guidelines and circulars related to Government financial reporting.
7. Introduce an accurate and transparent Financial Reporting System for ensuring efficient and effective public financial control.

8. Provision of comparative Government financial information in a timely manner based on generally accepted accounting principles and best practices.
9. Facilitate Government Procurement through Crown Agents, payment of foreign pensions and activities of the Mutual Guaranteed Association implementation.

1.5 Organization Structure



1.6 Cadre details

	<u>Position</u>	<u>Service</u>	<u>Salary Scale</u>	<u>Approved cadre</u>	<u>Existing Cadre</u>	<u>Vacant</u>
1	Director General	SLAcS	SL-3	01	01	-
2	Additional Director General	SLAcS	SL-3	03	03	-
3	Additional Director General	SLPS	SL-3	01	01	-
4	Director	SLAcS	SL-1	07	07	-
5	Dy. / Asst. Directors	SLAcS	SL-1	12	04	08
6	Dy. / Asst. Directors	SLAS	SL-1	01	-	01
7	Dy. / Asst. Directors	ICTA	SL-1	01	-	01
8	Administrative Officer	MSO(Sp)	MN-7	01	01	-
9	Information &Comm.Tech. Officer	ICTO	MN-6	03	01	02
10	Development Officer	DO	MN-4	45	48	(Ex 03)
11	Management Service Officer	MSO	MN-2	33	18	15
12	Information &Comm.Tech. Assistant	ICTA	MT-1	04	03	01
13	Office Employee Assistant	OEA	PL-1	09	07	02
14	Driver	Driver	PL-3	04	04	
	Total Cadre			125	98	30

02. Action Plan–Year 2023

Strategy No.	Proposed Activity	Allocation * (Rs.'000)	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Targets (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
1,2,8	1. Providing financial information to prepare the Financial Statements of the Central Government institutions												Accounting Information System	Additional Director General (Acting)/ Director/ Deputy Director/ Assistant Director	
	1.1.Upload summaries for the month of December 2022 in to New CIGAS & ITMIS accounting system		01.01.2023	31.03.2023					15	-	-	-			Number of institutions used financial information
	1.2. Upload summaries for the year 2023 in to New CIGAS & ITMIS accounting system		01.01.2023	31.12.2023					10	35	60	85			Number of institutions used financial information
1,2,3,7,8	2. Providing Financial Statistics monthly to prepare the National Accounts.												Accounting Information System	Additional Director General (Acting)/ Director/ Deputy Director/ Assistant Director	
	2.1. Providing National accounting information to Central Bank, Department of Census & Statistics & other institutions/ Persons		01.01.2023	31.12.2023					25	50	75	100			Number of institutions used financial information
	2.2. Providing historical accounting information to the relevant parties as per their requirement.		01.01.2023	31.12.2023					25	50	75	100			Number of institutions used financial information
1,2,7,8	3. Taking steps to implement the ITMIS program in all central government Ministries, Departments and District Secretariats														

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commence	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Targets (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	3.1.1. Planning to add government institutions to the system, Encourage the officials of such institutions to use the system		01.01.2023	31.12.2023					25	50	75	100	Number of institutions entered in to the system	Accounting Information System	Additional Director General (Acting)/ Director/ Deputy Director/ Assistant Director
	3.1.2. Assigning duties to the officials of the institutions which are added monthly to the system & evaluation of physical & human resources of such institutions		01.01.2023	31.12.2023					25	50	75	100	Number of institutions added to the system monthly & quantity of human resources evaluated		
	3.1.3. Organizing, supervising and coordinating monthly training sessions.		01.01.2023	30.09.2023					30	60	100	-	Number of training sessions conducted and Number of participants		
	3.1.4. Understanding the issues with regard to establish the system in institutions, resolving issues & doing necessary coordination		01.01.2023	31.12.2023					25	50	75	100	Resolving issues during the defined period		
	3.1.5. Closely monitor the operation of the system in newly entered institutions at the first month and subsequently allow them to work in the system independently. Coordinating the activities & give necessary guidance		01.01.2023	31.12.2023					25	50	75	100	Number of institutions entered into the system at the end of the training sessions		
	3.1.6. Giving necessary guidance to reconcile monthly transactions		01.01.2023	31.12.2023					25	50	75	100	Accuracy of information between New CIGAS and ITMIS		
1,2, 7,8	4. Continuous development and implementation of new CIGAS program														

Strategy No.	Proposed Activity	Allocation * (Rs.'000)	Date of commence	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Targets (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	4.1. Continuous development of the CIGAS accounting system according to the new requirements and user feedback.		01.01.2023	31.12.2023					20	50	75	100	Number of newly introduced functions or features	Accounting Information System	Additional Director General (Acting)/ Director/ Deputy Director/ Assistant Director
	4.2. Rectify issues to improve performance or other attributes.		01.01.2023	31.12.2023					20	50	75	100	Number of versions released to overcome the issues or fixed bugs		
	4.3. Coordinate with NBD and TOD for updating Budget ceiling & cash ceiling		01.01.2023	31.12.2023					20	50	75	100	Number of Smooth functions		
	4.4. Assisting users to avoid errors in any abnormal transactions occur during the year.		01.01.2023	31.12.2023					20	50	75	100	Number of summaries received without any errors		
	4.5. Conducting awareness and training programs on the new CIGAS program to the new users for ensuring error less reporting and smooth operations		01.01.2023	31.12.2023					20	50	75	100	Number of training programs conducted and number of officers trained		
	4.6. Maintaining a Help desk for CIGAS users.		01.01.2023	31.12.2023					20	50	75	100	Number of Direct visit/ Phone calls/ emails for rectifying the issues		
	4.7. Further development of the CIGAS interface/ web app for integration of CIGAS summary and reporting to stakeholders (Ministry, Departments and Central Bank of Sri Lanka)		01.01.2023	31.12.2023					20	50	75	100	Number of new reports generated by the system		

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	4.8. Development of integrated accounting system to bring it all provincial councils accounting system to the single platform		01.01.2023	31.12.2023					20	50	75	100	Number of Provincial councils brought in to the existing single platform	Accounting Information System	
1,2, 6,7, 8	5. Reporting financial transactions of all Ministries & Departments through Centralized Accounting System.													Financial Reporting & Accounting Policy	Additional Director General/ Director
	5.1. Monthly updating annual budgetary allocation based on FR 66 transfer and additional allocation.		01.01.2023	31.12.2023					20	50	75	100	Number of FR transfers and Additional allocation received.		
	5.2. Reconciliation and monitoring of expenditure and revenue information of Ministries/ Departments / special spending units		01.01.2023	31.12.2023					20	50	75	100	Number of reconciliations completed.		
	5.3. Opening & Maintaining Main Ledger Accounts.		01.01.2023	31.12.2023					20	50	75	100	Number of Main Ledger Accounts opened.		
	5.4. Rectify accounting deficiencies / discrepancies in accounts & provide necessary guidance to correct them.		01.01.2023	31.12.2023					20	50	75	100	Number of rectified accounting deficiencies, Number of guidance to correct deficiencies.		
1,2	6. Upload accounting information for preparation of annual financial statements.														
	6.1. Upload revenue, expenditure and main ledger account details of spending agencies to New CIGAS System.		01.01.2023	31.12.2023					25	50	75	100	Number of Upload information according to State Accounts Circulars.		

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
3,4, 6,8	7. Prepare annual financial statements.												Financial Reporting & Accounting Policy	Additional Director General/ Director	
	7.1. Preparation & submission of Government Financial Statements to the Auditor General.		01.01.2023	31.03.2023					100	-	-	-			Submission of Financial Statements on due date according to Audit Act, No. 19 of 2018.
	7.2. Submission of answers for the Audit Queries raised by Auditor General regarding Government Financial Statements.		01.04.2023	31.12.2023					-	60	80	100			Number of Audit queries answered on time.
	7.3. Provision of Audited Financial Statements and Auditor General's opinion to be included in Annual Report of the Ministry of Finance.		01.04.2023	31.05.2023					-	100	-	-			Providing information on time.
	7.4. Analysis of Audited Annual Financial Statements of spending agencies.		01.01.2023	31.12.2023					25	50	75	100			Number of Financial Statements analyzed
	7.5. Formulating & issuing policies, guidelines circulars in order to improve financial reporting system		01.01.2023	31.12.2023					25	50	75	100			Number of policies, guidelines & circulars issued.
	7.6. Providing required instructions and clarifications for accounting issues raised by spending agencies.		01.01.2023	31.12.2023					On demand						Number of issues resolved.

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	7.7. Periodically reconcile and make necessary adjustments to ensure that non-financial assets are properly accounted.		01.01.2023	31.12.2023					15	65	90	100	Number of reconciliations done Number of adjustments done	Financial Reporting & Accounting Policy	Additional Director General/ Director
1,4, 6,7	8. Process of transforming Government Accounting System from Modified Cash basis to Modified Accrual basis													Financial Reporting & Accounting Policy	Additional Director General/ Director
	8.1. Drafting interim accounting framework by making necessary revisions to Sri Lanka Public Sector Accounting Standards under the programme of transition from modified cash basis to full accrual basis accounting		01.01.2023	31.12.2023					10	25	75	100	Number of public sector Accounting standards amended	Decision on way forward of the project has to be made after arriving at a policy decision	
	8.2. Preparation of Financial Statements based on drafted interim framework		01.01.2023	31.12.2023					10	25	75	100	Number of years for which Financial Statements are re-casted		
1,4, 6,7	9. Assistance for Process of transforming Government Accounting System from Modified Cash basis to Accrual basis												Financial Reporting & Accounting Policy	Additional Director General/ Director	

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	9.1 Drafting interim accounting framework by making necessary amendments to Sri Lanka Public Sector Accounting Standards under the programme of transition from modified cash basis to accrual basis accounting		01.01.2023	31.12.2023					25	50	75	100	Number of Standards amended	Financial Reporting & Accounting Policy	Additional Director General/ Director
	9.2. Assisting to formulate & issue policies, guidelines circulars in order to improve financial reporting standards of the Government.		01.01.2023	31.12.2023					25	50	75	100	Number of policies, guidelines, formats & circulars issued.		
1,2, 7	10. Maintenance of Advance accounts on behalf of Central Government.													Payroll software & Main Ledger Accounts	Additional Director General/ Director/ Deputy Director
	10.1. Operating of Treasury Miscellaneous Advance accounts & advance payment for on behalf of other governments.		01.01.2023	31.12.2023					25	50	75	100	Payment of foreign pension on due dates and reimbursement by relevant foreign governments.		
	10.2. Preparation of Annual Reconciliation Statements of Advance Accounts		01.01.2023	28.02.2023					100	-	-	-	Maintaining limits given under Advance Accounts Preparation of reconciliation statements by due date		
	10.3. Arrangements for closure of inactive advance accounts.		01.01.2023	31.12.2023					25	50	75	100	Number of inactive accounts closed		

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
6,9	11. Activities of Public Service Mutual Guarantee Association.												Payroll Software & Main Ledger Accounts	Additional Director General/ Director/ Deputy Director	
	11.1. Issuance of surety certificates.		01.01.2023	31.12.2023					25	50	75	100			Number of Surety Certificates issued.
	11.2. Collecting of Outstanding membership fees.		01.01.2023	31.12.2023					25	50	75	100			Amount of outstanding membership fees collected.
1,2, 6,7	12. Monitoring Deposit Accounts														
	12.1. Obtaining the deposit account reconciliation statements and Age analysis reports from Ministries, Departments, and other institutions to the State Accounts Department		01.01.2023	31.12.2023					40	75	90	100			Collected Annual Reconciliation Statement on due date
	12.2. Reconciliation of deposit account balances with treasury books and follow-up unreconciled balances		01.01.2023	31.12.2023					40	75	90	100			Number of deposit account balances correctly reconciled with departmental books and treasury books Number of entities followed up
	12.3. Opening new deposit accounts		01.01.2023	31.12.2023					25	50	75	100			Number of new deposit accounts opened
	12.4. Inactive old deposit accounts at the request of relevant Ministries /Departments & other Institutions		01.01.2023	31.12.2023											Number of inactivated deposit accounts

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
1,2,6,7	13. Providing guidance and technical support to monitor central government advance B Account activities												Payroll Software & Main Ledger Accounts	Additional Director General/ Director/ Deputy Director	
	13.1. Collection of the annual reconciliation statements prepared by the relevant institutions to the Department of State Accounts		01.01.2023	31.12.2023					40	75	90	100			Number of collected Annual Reconciliation Statements on due date
	13.2. Comparing the annual reconciliation reports with the treasury books and following up if there is any difference		01.01.2023	31.12.2023					25	50	75	100			Number of reports correctly reconciled with departmental books and treasury books
	13.3. Ensuring that the loan balances are settle in case of amendments of Ministries		01.01.2023	31.12.2023					25	50	75	100			Number of balances settled correctly
	13.4. Closing inactive accounts and providing necessary guidance and technical advice for accounting errors and issues.		01.01.2023	31.12.2023					25	50	75	100			Number of inactive accounts closed Number of guidance and technical advice provided
1,2,7,8	14. Assist to value and account Lands & Buildings owned by the Central Government											Financial Information Analysis	Additional Director General/ Director		
	14.1. Co-ordinate the valuation process and the accounting process of Land & Buildings owned by central Government		01.01.2023	21.31.2023					25	50	75			100	Number of valuation reports accounted & value

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
1,2, 3,4	15. Assist to implement Government Finance Statistics Manual 2014												Financial Information Analysis	Additional Director General/ Director	
	15.1. Collection of Financial Statements of state-owned Enterprises which are identified as extrabudgetary units for the years 2016, 2017 and 2018		01.01.2023	21.31.2023					50	75	100	-			Number of Financial Statements collected
	15.2. Compilation of Extrabudgetary Units (EBUs) of 2016,2017 and 2018 in line with GFSM 2014		01.01.2023	21.31.2023					25	50	75	100			Compilation of EBUs of 2015 in line with GFSM 2014
	15.3. Consolidate BCG & EBUs for 2016,2017 and 2018 and generate Central Government (CG) GFS		01.07.2023	30.09.2023					-	-	100	-			Compilation of CG GFS in line with GFSM 2014
	15.4. Compile statistics for the Colombo, Dehiwala, Kaduwela Municipal Councils for 2015		01.10.2023	31.12.2023					-	-	-	100			Compilation of GFS for the Colombo, Dehiwala & Kaduwela Municipal Councils for 2015
9	16. Maintaining & Co-ordinating the Crown Agent Account														
	16.1. Operating Crown Agent account in order to procure goods on behalf of the government agencies.		01.01.2023	31.12.2023					25	50	75	100			Number of Indents opened

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					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4							
7,8	17. Assisting Committee on Public Accounts (COPA)												Financial Information Analysis	Additional Director General/ Director					
	17.1. Representing and assist to committee on Public Accounts (COPA) and coordinate COPA matters		01.01.2023	31.12.2023											25	50	75	100	Number of COPA meetings attended
1,2,3,4,8	18. Preparation of reports combining monthly financial information of provincial councils		01.01.2023	31.12.2023					25	50	75	100	Submission of financial information of all provincial councils for the Government financial Statements						
5,8	19. Financial Management	145,300											Payroll Software & Main Ledger Accounts	Additional Director General/ Director/ Deputy Director					
	19.1. Delegation of Authority under F.R 135 for 2024		26.12.2023	31.12.2023											-	-	-	100	Delegation of Financial Authority as per F.R 135 before due date.
	19.2. Maintenance of Ledgers, recording daily Transactions through CIGAS and ITMIS & Reconciling the Departmental books with Treasury accounting Statements		01.01.2023	31.12.2023											25	50	75	100	Zero differences between CIGAS and ITMIS Reports
	19.3. Preparing and paying Monthly Salaries on due date as per the guidelines of Department of Treasury Operations		Monthly												25	50	75	100	Paying Monthly Salaries on due date.
	19.4. Preparation and submissions of Monthly Accounts Summary according to State Accounts Guidelines on due dates.		Monthly												25	50	75	100	Submission of monthly account summaries before the date specified in the State Accounts Guidelines

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commence	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Targets (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer	
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
	19.5. Preparation of Annual Imprest Limit – 2024 based on approved budgetary provisions.		01.12.2023	31.12.2023						-	-	-	100	Preparation and Submission of Approved Imprest Limit – 2024 before the due date mentioned in the Treasury Operations Guidelines.	Payroll Software & Main Ledger Accounts	Additional Director General/ Director/ Deputy Director
	19.6. Preparation of Monthly Bank Reconciliation Statement according to FR 395		Monthly						25	50	75	100	Submission of Monthly Bank Reconciliation Statement before 15th of the following month.			
	19.7. Answering to the Audit queries		01.01.2023	31.12.2023					25	50	75	100	Sending replies to Auditor General before due date.			
	19.8. Preparation of Annual Budget Estimate for the year 2024 according to Budget Circulars.		01.06.2023	31.08.2023					-	20	100	-	Preparation and Submission of Budget Estimate before due date as per the Budget Circular.			
	19.9. Preparation of Annual Financial Statements - 2022, Annual Reconciliation Statement of Advance to Public Officers & Annual Reconciliation Statement of Deposit		01.01.2023	28.02.2023					100	-	-	-	Preparation and Submission of Annual Financial Statements, Public officer's Advance Account & Annual Reconciliation Statement of Deposit before the 28.02.2023 as per the State Accounts Guidelines.			

Strategy No.	Proposed Activity	Allocation * (Rs.'000)	Date of commence	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Targets (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	19.10. Closing of Accounts – 2023 according to State Accounts & Treasury Operations Guidelines.		31.12.2023	31.12.2023					-	-	-	100	Closing of Accounts on 31.12.2023	Payroll Software & Main Ledger Accounts	Additional Director General/ Deputy Director
	19.11. Preparation of Procurement Plan – 2024 according to Public Finance Circulars		01.11.2023	10.12.2023					-	-	-	100	Preparation and Submission of 2024 Procurement Plan before 10.12.2023.		
	19.12. Conducting of Annual Board of Survey – 2022 according to F.R & Public Finance Circulars		01.01.2023	31.03.2023					100	-	-	-			
5	20. Maintain efficient and skilled work force in the Department													Financial Information Analysis	Additional Director General/ Administrative Officer
20.1. Maintaining a Simple, Resource sharing, Efficient, Accurate and Disciplined Culture (SPREAD) in the Department	01.01.2023		31.12.2023					25	50	75	100	Reduction of Stationary usage by 10%			
20.2. Development of processes, general administration and training, knowledge building and sharing	01.01.2023		31.12.2023					25	50	75	100	Number of training programmes conducted			
20.3. Preparation of Performance Report 2022	01.01.2023		31.05.2023					50	100	-	-	Completion on due date			
20.4. Preparation of Annual Action Plan 2024	01.11.2023		31.12.2023					-	-	-	100	Completion on due date			

Strategy No.	Proposed Activity	Allocation * (Rs.'000)	Date of commence	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Targets (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer		
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
	20.5. salary increment, loan and leave approval		01.01.2023	31.12.2023					25	50	75	100	Providing salary increments on due date. Approve loan applications within 2 days from the submission	Financial Information Analysis	Additional Director General/ Administrative Officer		
	20.6. Updating personal Files of the staff		01.01.2023	31.12.2023					25	50	75	100	Number of Updated personal Files				
	20.7. Manage vehicle fleet, (including insurance, revenue license, Service & maintenance)		01.01.2023	12.31.2023					25	50	75	100	On the due Date				

* Out of the total budget of 145.3 million rupees, 27 million rupees have been allocated for activities No. 08 and 09 according to the special budget line. As the remaining provision amount of Rs.118.3 cannot be apportioned separately for the overall activities of the department, all payments are stated under Activity No. 19 as applicable.

Statement of Monthly/Quarterly Cash Flow as per approved Expenditure Plans for the year 2023

Name of the Ministry/ Department/District Secretariat: Department Of State Accounts Head No: 250

	Expenditure items (with Expenditure Codes)	Cash Requirement for the approved expenditure plans															Grand Total	
		Jan.	Feb.	March	1st Qtr Total	April	May	June	2nd Qtr Total	July	Aug.	Sep.	3rd Qtr Total	Oct.	Nov.	Dec.		4th Qtr Total
I	Salaries and allowance (1001 and 1003)	6610	6610	6610	19830	6610	6610	6610	19830	6610	6610	7109	20329	7109	7148	7148	21405	81394
	Other Allowances paid with salary(Except object code 1003)	1236	1236	1236	3708	1236	1236	1236	3708	1236	1236	1236	3708	1236	1136	736	3108	14232
II	Overtime and Holiday pay (1002)	92	92	92	276	92	92	92	276	92	92	91	275	91	91	91	273	1100
III	All other Recurrent Expenditure	898	823	938	2659	798	798	1075	2671	865	865	1080	2810	870	870	1688	3428	11568
	Total Recurrent	8836	8761	8876	26473	8736	8736	9013	26485	8803	8803	9516	27122	9306	9245	9663	28214	108294
IV	Reimbursable Foreign Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
V	Other all Capital Expenses	275	457	293	1025	275	775	1150	2200	2179	275	275	2729	2751	17286	4409	24446	30400
VI	Public Officers Advance Account	500	300	300	1100	1200	300	300	1800	300	300	300	900	300	300	600	1200	5000
VII	Deposit Accounts	9	-	-	9	-	-	-	-	-	-	-	-	-	-	479	479	488
VIII	Other Advance Accounts	116	116	116	348	116	117	117	350	117	117	117	351	117	117	117	351	1400
IX	Crown Agent	38760	42300	54280	135340	47500	43020	40800	131320	38560	41480	46550	126590	56580	44550	49800	150930	544180
	Grand Total	48496	51934	63865	164295	57827	52948	51380	162155	49959	50975	56758	157692	69054	71498	65068	205620	689762

All the information given in the above table is certified as correct.

Prepared By: Pullayya
Checked By: Chief Financial Officer/Chief accountant / Director (Finance) - Signature: ep- Name: Date:

W.A. Hasara Fernando
Deputy Director (Finance)
Department of State Accounts
General Treasury
Colombo 01.

- Official Stamp

* This amount should be tallied with grand total in column no.11 of the Form No:TOD/IMP/01

Application for Annual Imprest Limits for the Year - 2023

Format No:TOD/IMP/1

(Duly Filled formats should be submitted on or before 23-12-2022)

Name of the Ministry/Department/District Secretariat: **Department of State Accounts**
Expenditure Head : 250

Rs.'000

Group	Description of Budgetary Provision				Total Provision	Deductions					Total Deductions 2+3+4+5 +6 = (7)	Allocation from Other Depts.	Imprest Limit	Revenue Estimate/ Deposits/ Other Collections	Imprest Req. from the Treasury
						Rs.	Cross Entries	Allocation to Other Depts (TOD/IMP/03)	Allocation to D/Sec (TOD/IMP/03)	Grants to Gov. Institutions					
					(1)	(2)	(3)	(4)	(5)	(6)	(8)	1-7+8 = (9)	(10)	9-10 =(11)	
(1)	Programme Services (Recurrent Expenditure)														
	Programme	Salaries(1001-1003)	Other Allowances paid with the salary	Others											
	1	89,100	14,232	11,568	114,900	6,606	-	-	-	-	-	6,606	-	108,294	-
	2														
	3														
	Sub Total - 1	89,100	14,232	11,568	114,900	6,606	-	-	-	-	-	6,606	-	108,294	-
(2)	Programme Services (Capital Expenditure)														
	Programme	Consolidated Fund (11)	F.A. Loan (12)	F.A. (13/16)	R.F.A (14/15)										
		D. F (17)	F.A. Loan (12)	D. F (17)	F. A (13/16)	D. F (17)	R.F. (14/15)								
	1	30,400												30,400	-
	2														
	3														
	Sub Total - 2	30,400												30,400	-
(3)	Deposit Account				488	-	-	-	-	-	-	-	488	-	488
(4)	Public officers Advance Account				5,000	-	-	-	-	-	-	-	5,000	-	5,000
(5)	Other Advance Accounts				2,500	-	*600	-	-	-	600	-	1,900	500	1,400
	Crown Agent				-	-	-	-	-	-	544,180	544,180	-	544,180	-
	Sub Total - 3				7,988	-	-	-	-	-	600	544,180	551,568	500	551,068
	Grand Total (1+2+3)				153,288	6,606	*600	-	-	-	600	544,180	690,262	500	689,762

*Limit is allocated to Dist- Sec- Jaffna for Foreign Pension Payment.

All the information given in the above table are certified as correct.

Prepared By: Abulhasan

Checked By:

Chief Financial Officer/Chief Account/Director (Finance) - Signature :

Name : W.A. Hasana Bernado

E-mail : Director of State Accounts

Telephone No : Director of State Accounts

Date : 2022.12.22 Official Stamp

Name of the Ministry/Department/District Secretariat: Department of State Accounts

Format No: TOD/IMP/9

Expenditure Head : 250

(Duly Filled formats should be submitted on or before 23-12-2022)

Estimates for Allowance paid with Salary (Except object code 1003) for 2023

Type of Allowance	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Total
Fuel	600	600	600	600	600	600	600	600	600	600	600	600	7200
Transport	500	500	500	500	500	500	500	500	500	500	400	-	5400
Telephone	61	61	61	61	61	61	61	61	61	61	61	61	732
Housing	-	-	-	-	-	-	-	-	-	-	-	-	-
Property loan Interest	75	75	75	75	75	75	75	75	75	75	75	75	900
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	1236	1236	1236	1236	1236	1236	1236	1236	1236	1236	1136	736	14232

All the information given in the above table is certified as correct.

Prepared By :- *A. H. S. Jayasinghe*
Checked By :- *[Signature]*

Chief Financial Officer/Chief Accountant/ ^{Dep} Director (Finance) - Signature :- *[Signature]*
- Name :-
- Official Stamp

Date :- *20.02.2022*

W.A. Hasara Fernando
Deputy Director (Finance)
Department of State Accounts
General Treasury
Colombo 01.

Procurement Plan for the Year 2023.
Department of State Accounts.

Department/Line Agency/Ministry	Procurement Category	Estimated Cost Rs.Mn	Source of Funding	Vote Particulars	Procurement Method (ICB,LIB,LNB NCB,NS,DC)	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	Remarks
GOODS											
Department of State Accounts	Stationery and Office Requisites	3.00	GOSL	250-1-01-1201	NS/DC	DG/DPC	N	Scheduling Requirements	01.01.2023	31.12.2023	
	Furniture & Office Equipments	0.2	GOSL	250-1-01-2102	NS/DC	DG	N	Scheduling Requirements	01.01.2023	31.12.2023	
SERVICES											
Department of State Accounts	Cleaning Service to the Department for the Year 2023 & Other Services	1.50	GOSL	250-1-01-1409	NS	DPC	N	Getting TEC Recommendation	01.11.2022	01.01.2023	
WORKS											
Department of State Accounts	Repairs to Plant Machinery & Equipment	0.5	GOSL	250-1-01-1302	NS/DC	DG/DPC	N	Scheduling Requirements	01.01.2023	31.12.2023	
		0.10	GOSL	250-1-01-2002							
	Repairs to Vehicles	0.90	GOSL	250-1-01-1301	NS/DC	DG/DPC	N	Scheduling Requirement	01.01.2023	31.12.2023	
		0.10	GOSL	250-1-01-2003							
	Repairs to Buildings & Structures	0.10	GOSL	250-1-01-1303	NS/DC	DG/DPC	N	Scheduling Requirement	01.01.2023	31.12.2023	
		0.50	GOSL	250-1-01-2001				Scheduling Requirement	01.02.2023	31.05.2023	

GOSL	Government of Sri Lanka
NS	National Shopping
DC	Direct Contracting
DG	Director General
DPC	Department Procurement Committee

Prepared by
J.A.S.S. Kumara
Development Officer

Checked by
W.A.H.Fernando
Deputy Director (Finance)

W.A. Hemantha Fernando
Deputy Director (Finance)
Department of State Accounts
General Treasury
Colombo 01.

Recommended by
P.A. Thilakarathna
Additional Director General

P.A. Thilakarathna
Additional Director General
Department of State Accounts
General Treasury
Colombo 01

Approved by
W.A.Samantha Upananda
Director General
Date: 19.12.2022

W.A. Samantha Upananda
Director General
Department of State Accounts
General Treasury
Colombo 01