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இலங்கைப் பாராளுமன்றம்
Parliament of Sri Lanka



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வருடாந்த செயலாற்றுகை அறிக்கை
ANNUAL PERFORMANCE REPORT

2021

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இலங்கைப் பாராளுமன்றம், ஸ்ரீ ஜயவர்தனபுர கோட்டே
Parliament of Sri Lanka, Sri Jayawardenepura Kotte

**Parliament of Sri Lanka
Annual Performance Report for 2021**

Head 16

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Chapter 01

Organizational Profile / Executive Summary

Introduction

Parliament is the Legislature of the Democratic Socialist Republic of Sri Lanka, one out of three pillars of the Executive, the Legislature and the Judiciary. The Constitution of the country makes provisions to ensure the ambition of the people where they are represented, and make laws and have a control on the public funds.

The sovereignty of Sri Lanka is in the people and Article 4 (a) of the Constitution of Sri Lanka states that the legislative power of the people shall be exercised and enjoyed through Parliament consisting of representatives elected by them. The representative power of the people is reflected in Article 62 of the Constitution and the same power vested in Parliament is further highlighted in Article 75. Article 76 of the Constitution states that the legislative power of the Parliament is inalienable and about its important duties and functions in law making process. The standing order which governs Parliament proceedings and its substantive matters are embodied in the rules under Article 74 of the Constitution.

Except the privileges of Parliament and its members, immunities and powers, Article 4(c) states that the judicial power of the people shall be exercised and enjoyed through judiciary by Parliament.

As set out in the Constitution and the Parliament Act No 21 of 1953 (Powers and Privileges), Article 67 of the Constitution recognizes the importance of the privileges of Parliament and its members and immunities and powers. Responsibility of ensuring such privileges, immunities and powers is vested in the President of the country to exercise the executive power of the people and the supervision over the executive by Parliament is recognized by Article 42. Standing Orders make provisions for Parliament to exercise the power of supervision.

Article 148 states that full control over the public funds shall be on the Parliament.

Hon. Anura Bandaranayaka, then Speaker of Parliament confirmed the supremacy of Parliament by ruling out a historical verdict in Parliament of Sri Lanka on 20th June 2001.

A Staff which is constitutionally established extends its supports for Parliament in order to further strengthen the functions for democracy and sustainability as Sri Lanka stands the oldest democratic state in Asia. By the ruling of Speaker made on 09th October 2012, The Speaker's Office and the Staff of the Secretary General of Parliament have been identified according to the Constitution as two parallel offices in terms of their powers, authorities and status.

The provisions are set out in Article 65 (1) of the Constitution for appointment of the Secretary General of Parliament and his Staff is appointed under Article 65 (3) with the approval of the Speaker.

Parliament Secretariat is an independent and neutral body consisting of staff not falling into the category of public sector employees. The Secretary General of Parliament and his staff members are categorized by Article 170 of the Constitution as not government employees and thereby the Parliament Secretariat has received a special recognition as an independent body. Every matter relevant to the staff is set out by the Parliament Staff Act No.9 of 1953. This Act has made provisions to create departmental and financial regulations with regard to the Staff of the Secretary General of Parliament. The provisions have been made by this Act to appoint a Staff Advisory Committee to provide advice and guidance to the Secretary General of Parliament with regard to his staff.

Office of the Secretary General of Parliament functioning under him, as its main responsibility, is providing research, technological and administrative assistance including the understanding on the required procedures to meet up the constitutional mandate of the members of Parliament. The Parliament Secretariat is performing a primary duty to reduce the gap among Parliament, people and their representatives. This report gives an introduction about the activities carried out by the Parliament Staff in the year 2021, with a view of providing a healthier service. Overall financial performance relevant to the year 2021 is included under expenditure head No.16.

Vision, Mission and Objectives

Vision

Becoming an effective and efficient people-centred Parliament which promotes democracy and good governance

Mission

Providing procedural guidance and facilities to Members of Parliament in performing their functions effectively and efficiently as legislators, people's representatives and assiduous scrutinizers of use of public funds.

Main Functions of the Parliament

1. Exercising people's legislative power
2. Exercising full control over public finance
3. Implementing oversight over the executive

Organizational Structure

The Staff of the Secretary General of Parliament provides secretarial and staff services necessary for the efficient conduct of the functions of Parliament headed by the Hon. Speaker. (Please see Annex 01 for the organizational structure.)

Departments Belonging to the Office of the Secretary General of Parliament

Serjeant-at-Arms Department

The Serjeant-at-Arms holds the custody of and bears responsibility for protection of the "Mace", which symbolizes the authority of Parliament, and functions as the official who provides service to the Hon. Speaker. The Department of the Serjeant-at-Arms performs the task of assisting the legislative process by keeping the safe custody of the Mace, which symbolizes the authority of Parliament, by performing other functions that arise from its service to the Hon. Speaker, who wields the apex authority inside the Chamber, and by ensuring that adequate support staff and facilities necessary for the smooth functioning of Parliament and its Committees are available.

The Department of the Serjeant-at-Arms, which is a wing that is directly involved in ensuring the safety and security of Members of Parliament, of members of the Staff of Parliament and of visitors as well as distinguished guests to the Parliament, makes all the arrangements necessary for the creation of a safe and secure environment within the Parliamentary Complex.

Administration Department

The key task of the Administration Department is to contribute strategically towards the personal development and wellbeing of Staff of the Secretary General of Parliament enabling them to perform their duties in a productive manner within a competitive environment.

It has been identified that an active staff with right attitudes, knowledge and skills is essential for implementing decisions strategically for the purpose of achieving the objectives of this supreme institution, rising to challenges posed to it, and being quantitatively and qualitatively capable within a rapidly changing environment.

Having understood its daunting responsibility in serving these purposes, the Administration Department has become firmly committed to ensuring performance, ongoing development and well-being of the Staff of the Secretary General of Parliament. An incessant endeavour is made to create a constructive change for this purpose and the Administration Department is vested with the power to formulate and decide on human resource policies so that the Department can guide the organization through correct policies, decisions and measures in the management of its human resources.

Hansard Department

Preparing the Hansard Report containing every speech made in Parliament and compiling Reports of Committees are the responsibilities of the Hansard Department.

The Department consists of the Editor of Hansard, Deputy Editors of Hansard, Assistant Editors of Hansard, Senior Hansard Reporters and Hansard Reporters and equipped with a Committee Reporters' Unit, an Indexing Unit and a Speech Recording Unit.

Every word uttered and heard during debates in Parliament are recorded by Hansard Reporters and scripted by them, and thereafter, handed over to Assistant Editors of Hansard for scrutiny and correcting in case there are any mistakes. The scripts so corrected are handed over to the Deputy Editor of Hansard in the respective section.

All the tasks beyond that point are assigned to the Editor of Hansard, who is tasked with preparing the final version to be sent to the Government Press.

Coordinating Engineer's Department

This Department was established in 1990 for carrying out all civil engineering maintenance work necessary at the Parliamentary Complex, the Official Residence of Speaker of Parliament, the Shravasthi, the Members' Housing Complex in Madiwela, the Staff Quarters in Jayawadanagama and the General's House in Nuwara Eliya.

Operating all services such as lifts, central air conditioning system, closed circuit television (CCTV) surveillance camera system, main television antenna system (MTV), sound system, cold rooms etc. and ensuring proper functioning of all equipment as well as bearing responsibility for maintenance work at affiliated departments (the Ceylon Electricity Board and the National Water Supply and Drainage Board) are conducted under this Department. It

also keeps vigilance on repair and restoration work necessary in the Parliament building, carries out new constructions in the Parliamentary Complex, prepares documents necessary for inviting quotations for major new constructions, as well as performs necessary repair and maintenance works in the electrical equipment and systems.

Catering and Housekeeping Services Department

Under the consultancy and guidance provided through the professional and technical expertise of the Hotel Lanka Oberoi, which is a leading international hotel in the field of star-class hotels, the Catering and Housekeeping Department was created as a new Department with the shifting of the seat of Parliament to the Parliamentary Complex in Sri Jayewardenepura Kotte in 1982. Subsequently, this Department was attached to the Staff of the Secretary General of Parliament and has been functioning so to this day.

It comes under a separate Director - Catering and Housekeeping and functions through three subdivisions known as Kitchen, Restaurants and Housekeeping.

The food and beverages and restaurant service mainly consists of 12 sections organized as cafeterias, executive cafeterias, VIP cafeterias and food and supplies division. Five of the cafeterias operate every day and serve between 1,000 and 1,200 diners on non-sitting days.

Yet another duty of this Department is maintaining sanitary and housekeeping services responding to the needs of distinguished persons in the building comprising five floors. At the same time, the housekeeping service should be organized to suit all those who use the Parliament premises in their official or professional capacities.

Information Systems and Management Department

The responsibility for information and communication technology needs of Parliament is borne by the Department of Information Systems and Management. The Department of Information Systems and Management was established in the latter half of the year 2004. The Department functions under the vision of strengthening stakeholders through information systems equipped with modern technology and performs a big role at present in bringing the efficiency and productivity of the work at the Parliamentary Secretariat to a high level. The Department empowers people with knowledge and information pertaining to important decisions and moves taken by Parliament and provides Members of Parliament with accurate and timely information in an efficient manner with a view to assisting them in the decision-making process.

Legislative Services Department

Assisting the legislative process in Parliament, carrying out the work of the legislature efficiently and effectively, making supervision and control over the public funds through various committees in order to ensure responsibility and accountability of the Parliament as well as the public, and conducting research for the Members of Parliament as a legislator, and

providing information for debates, implementation of Official Languages Policy with the allied language in the legislative process, assisting to make bills, orders, regulations, rules etc., acceptance and submission of annual reports of statutory bodies, performance reports of ministries, departments, local governments in Parliament, coordinating relevant functions to approve by Parliament as necessary, preparing all relevant agendas, order books or related supplements, schedules relating to sittings of Parliament, day-to-day proceedings in all three languages, etc. are performed by the Department of Legislative Services.

Finance and Supplies Department

The Finance and Supplies Department performs a major role in functions of the Parliament. It is headed by the Director (Finance). As the accounting officer, the Director (Finance) directly reports to and advises the Secretary General of Parliament regarding financial matters.

Performing the ordinary functions assigned to him as the accounting officer and ensuring the management of moneys in accordance with Financial Regulations, laws as well as policies, performing financial control tasks, ensuring the safety and efficiency of assets and implementing adequate internal controls are the main functions of the Director (Finance)

Communication Department

The Communication Department was established in 2019 in order to enhance the present Parliament to an efficient people-centred body from which stakeholders can obtain information relevant to them. This Department is headed by the Director (Communication). Its vision is to improve the quality of interaction within Parliament as well as between Members of Parliament, media, civil society organizations and community groups. The Department functions under two Managers as the Media Division and the Public Relations Division.

The Communication Department manages communication of the Communication Department of Parliament, plans and implements communication strategies, manages communication projects and formulates communication programmes. It also performs the operation of a good relationship between the general public and Parliament and facilitates open people's participation.

Chapter 02

Progress and Future Outlook

The departments that come under the office of the Secretary General of Parliament and the tasks performed by each department in year 2021 are shown below.

Legislative Services Department

Supplies the professional services to the members of parliament in the areas of lawmaking and monitoring the use of public funds.

The following offices function under the Department of Legislative Services:

1. Table office
2. Bills Office
3. Ministerial Consultative Committee
4. Committee Office
5. PAC Office
6. COPE Office
7. Office of the Committee on Public Petitions
8. Interpreters' Office
9. Library

The functions of each of the aforesaid offices during the year 2021 are shown below.

Table Office

Mission

Provides the necessary support to efficiently and effectively fulfill all the work in the House related to the legislative process of Parliament.

Performance of the Table office for the year 2021

- (1) Covering 86 sitting days held in year 2021, preparing and printing in Sinhala, Tamil and English, 04 Order Books containing the motions and questions scheduled to be taken up at the upcoming sittings of Parliament and 33 relevant Addendums and Order Papers and taking action to regularly deliver the said Order Books and the relevant Addendums and the Order Papers of Parliament to the Ministers, State Ministers, Deputy Ministers, all Members of Parliament, Secretaries to the Ministries and to the relevant Heads of Departments of Parliament and other institutions by local speed post and to place the said documents on the tables in the Chamber.

Action has been taken to place them on the table of every Member of Parliament and to distribute them to the other relevant sections of Parliament in the coming sitting day.

- (2) Action has been taken to prepare 86 order papers in Sinhala, Tamil and English for 86 sitting days in parliament conducted in 2021 and print with the support of the department of government printing and placed on the table of each Member of Parliament and in the first sitting day of the first sitting week in each month in which the Parliamentary sittings were conducted the order papers were delivered to the Ministers, State Ministers, Deputy Ministers, all Members of Parliament, Secretaries to the Ministries and to the relevant Heads of Departments of Parliament and other institutions by local speed post and to place the said documents on the tables in the Chamber.
- (3) Action has been taken to prepare 86 minutes in Sinhala, Tamil and English for 86 sitting days in Parliament and print with the support of the department of government printing.
- (4) Taking action to present in Parliament 453 Performance and Annual Reports sent to Parliament by Ministries with relevance to the Ministries and the Departments, Co-operations and Statutory Boards under their purview and resolutions containing the orders and regulations prepared under various Acts and published in the Gazette.
- (5) Taking action to register 722 Questions for Oral Answers and 38 questions not for oral answers handed over by the Hon. Members of Parliament, edit them in accordance with the Standing Orders of Parliament, translate them into Sinhala, Tamil and English as required and include them in the Order Books or Order Book Addendums as relevant.
- (6) Action has been taken to prepare the order of business for the day for 86 sitting days including 12 messages from the President, 77 announcements by the Speaker, 33 government bills and 31 Private Members' motions and determinations of the Supreme Court for certain bills and presentation of papers from the ministers and print those documents and provide them to the required parties and upload to the intra net of Parliament to provide necessary information to the department and offices in Parliament.
- (7) Taking action to present 04 votes of condolence in Parliament with relevance to 2021 and send the extracts of the Hansard relevant to each vote together with a covering letter signed by the Secretary General of Parliament to the spouse or close relatives of the late Member of Parliament.
- (8) Preparing written submissions, proxies and other all documents on petitions submitted at Supreme Court challenging dismissal of a MP from a Party, indicting Secretary General of Parliament as a defendant and also supplying documents concerned with the Attorney General. Action is taken in year 2021 for three such cases under this category and other 2 separate cases.
- (9) Taking all preliminaries to prorogate Parliament under Standing Orders of Parliament when the first session of ninth Parliament has been prorogued and ceremonial opening.
- (10) After passing sub laws such as all orders, directions, regulations, agreements in Parliament, such has been duly intimated to President Secretariat or Prime Minister's office and / or other ministries concerned in writing.
- (11) Necessary action has been taken accordingly to provide various information that comes under the subject area of the Table office to various parties under the Right to Information Act No. 12 of 2016.

Accordingly, such information has been provided on 04 occasions in 2021.

- (12) Action is taken to submit documents with information requested from time to time by Presidential Investigation Commission. Further, information sought by Police Investigations and Bribery Commission have been complied with.
- (13) With the intention of fully automating all document related activities prepared by other sections of LS Department including Table office participated at meetings, workshops held in the year 2021 for programs of Document Management System – DMS sponsored by the ICTA. Active participation has been made by providing information needed and directions for overall performance of Table Office. Active contribution made by conducting few testing sessions in first Iteration along with composers of users concerned and DMS.
- (14) Action has been taken to appear before various courts by Assistant Director (Administration) - Table upon the advice of the Secretary General of Parliament to submit written evidence to judicial activities in which the Secretary General of Parliament is named as a respondent for Hon. Speaker.
- (15) Due to Covid 19 pandemic, most of the staff members had to Work from Home, recording high performance using zoom application in preparation of minutes of parliament, order papers, order books and proof reading of all the documents prepared in all three languages.
- (16) Arrangements were quickly made to summon 03 special sitting days to cover 140 questions for oral questions as most of the questions had been staggering due to restriction of sitting days for Covid pandemic, restriction of questions for oral answers and postponing questions for oral answers for a another date.

Bills Office

The function of the Bills office is to make necessary arrangements in order to ensure that the law making process, which is the priority legislative function of Parliament, in keeping with the provisions stipulated in the Constitution and the Standing Orders of Parliament.

In order to facilitate this, the Bills Office functions in all three languages and attends to all legislative related matters from the presentation of Bills by government to printing the respective Acts after they receive Hon. Speaker’s certificate.

Similarly, Private Members’ Bills too are handled in all three languages from the printing of the draft Bill in the gazette up to the printing of the respective Act once it is passed in Parliament subsequent to its being forwarded to the Attorney General for his opinion in regard to the constitutionality of the said Bill as per new standing order No. 52(3).

Tasks performed in 2021

1	Gazetted Bills of the Government received by the Bills Office	33
2	Gazetted Bills of the Government presented to Parliament	30
3	Government Bills printed by the Bills Office	30
4	Government Bills revoked	00
5	Government Acts that passed by the Parliament	30
6	Government Acts that endorsed by Speaker	30

During the same year following actions were taken.

1. No. of requests received by this Office for submitting Private Members' motions - 47
2. No. of Private members' Gazettes submitted to Parliament -50
3. No. of Private Members' Bills printed by the Bills Office - 48
4. No. of Private Members' Bills referred to Attorney General in line with Standing Orders 52 (3) -48
5. No. of Private Members' Acts aged over 06 months for calling ministry reports and sent with reminders -16
6. No. of Private Members' Bills withdrawn - 00

Having provided necessary contribution by participating officers of the Office in the sectoral oversight committee meetings and Government Acts during the year 2021.

In addition, the following contribution has been made.

- (a) Providing necessary facilities to the general public and the Members of Parliament to obtain information of the legislative services included in the intranet of Parliament through the web site of Parliament in all three languages.
- (b) Updating the legislative services information system in relation to bills.
- (c) Taking necessary action to compile all the Acts passed in the year 2021 and bind them as a book.
- (d) Taking initiatives to print as a book of Supreme Court decrees for Bills challenged in Supreme courts in line with para 121 (1) of Constitution out of Bills submitted to Parliament during year 2019 -20.
- (e) Providing necessary information to the information officers in Parliament regarding information requested from the outside parties under the Right to Information Act.
- (f) Providing information about Bills / Acts and the procedures relevant for passing them in Parliament in response to the requests made by Hon. Members of Parliament, Ministries, Provincial Councils and various other institutions.

Ministerial Consultative Committee Office

Details of the number of Consultative Committees held in 2021

	Consultative Committee	No. of times
1.	Ministerial Consultative Committee on Defence	05
2.	Ministerial Consultative Committee on Finance	01
3.	Ministerial Consultative Committee on Urban Development and Housing	03
4.	Ministerial Consultative Committee on Justice	07

5.	Ministerial Consultative Committee on Foreign Affairs	02
6.	Ministerial Consultative Committee on Public Services, Provincial Councils and Local Government	02
7.	Ministerial Consultative Committee on Education	03
8.	Ministerial Consultative Sub Committee on Education	03
9.	Ministerial Consultative Committee on Health	01
10.	Ministerial Consultative Committee on Labour	05
11.	Ministerial Consultative Committee on Environment	02
12.	Ministerial Consultative Committee on Wildlife and Forest conservation	02
13.	Ministerial Consultative Committee on Agriculture	02
14.	Ministerial Consultative Committee on Irrigation	02
15.	Ministerial Consultative Committee on Land	03
16.	Ministerial Consultative Committee on Fisheries	03
17.	Ministerial Consultative Committee on Plantations	02
18.	Ministerial Consultative Committee on Energy	01
19.	Ministerial Consultative Committee on Power	02
20.	Ministerial Consultative Committee on Ports and Shipping	01
21.	Ministerial Consultative Committee on Highways	01
22.	Ministerial Consultative Committee on Transport	02
23.	Ministerial Consultative Committee on Youth and Sports	02
24.	Ministerial Consultative Committee on Tourism	02
25.	Ministerial Consultative Committee on Trade	06
26.	Ministerial Consultative Committee on Industries	03
27.	Ministerial Consultative Committee on Mass media	02
28.	Ministerial Consultative Committee on Technology	01
29.	Ministerial Consultative Committee on Public Security	01
30.	Select Committee to Consider the Government Business Presented to Parliament by the Public Institutions that Do Not Come under the Purview of the Existing Ministries	01
	Total number of meeting held	73

Committee Office

24 committees functioned under the Committee Office in 2021 and a brief description of it is as follows.

Responsibilities	Activity	Progress achieved during year 2021
i. Coordination	Coordinating with Ministries/ public bodies/ other parties concerned & calling institutes and parties concerned	100%
ii. Documentation	i) Summarizing, preparing information, preparing committee minutes, reasoning to committee, taking up follow up actions	100%
	ii) Publishing press notices concerning High Post Committee	100%
iii. Field tours & workshops	Conducting field tours at places and time required by.	100%

Office of the committee on Public Accounts

The progress of activities done by Committee on Public Accounts during the year 2021

Serial No.	Proposed activity	Target expected	Progress	% of Progress	Remarks
1	Investigating Auditor General's reports	50 reports	34 investigated	68%	Less number of committees held as decided by Committee due to Covid endemic threat
2	Online investigating finance & performance of around 840 public bodies in 2019 financial year	Collecting data concerned and compiling reports after accomplishing appraisal	Report compiled after accomplishing all appraisals in 2019 financial year	100%	
3	Tabling Committee reports in Parliament	3	3	100%	
4	Follow up action related to Committee reports	Referring Committee reports to Ministries concerned for following up of committee reports & reports have to be tabled in Parliament after following up all (report 3 2021) Committee reports by ministries	All reports have been referred to ministries concerned for follow up action. Most of the ministries have produced follow ups related to 3 reports to Parliament and a few ministries have tabled reports concerned in Parliament.	90%	Some delays are caused on part of ministries due to Covid 19 pandemic
5	Tabling Auditor General's reports in Parliament	Tabling reports submitted to Parliament by Auditor General at Parliament	All reports received have been tabled.	100%	
6	Updating official web site of Parliament	Publishing name, date and time of institute called in Parliament web site with the intention of ensuring transparency on Committee activities and calling public views	Details of all institutes called before Committee have published on web site.	100%	

Committee on Public Enterprises

	Activity	Progress as a percentage
01	<ul style="list-style-type: none"> • Coordinating with Ministries/ Government owned business undertaking and other projects concerned • Calling institutes concerned and projects before Committee 	100% 80.7% (Progress of this little slowed due to requests for postponing calling by institutes concerned due to Covid endemic.)
02	<ul style="list-style-type: none"> • Summarizing information • Preparing minutes • Working out reports • Submitting facts to Committee • Holding pre-discussions and follow ups 	100% 100% 100% 100% 100%
03	<ul style="list-style-type: none"> • Conducting field visits at time of need 	No need felt for making field visits

Office of the Committee on Public Petitions

The progress of activities of Committee on Public Petitions related to year 2021 are given below as a per centage.

Activities of Committee on Public Petitions	The progress of activities in year 2021 as a per centage. (%)		
	100-90	89-75	74-50
Receiving petitions to Committee office and submitting them to Parliament	√		
Coordinating with petitioners, Committee members, Ombudsman and other Government bodies			√
* Calling petitioners and public bodies before the Committee			√
Summarizing facts, submitting reports, submitting facts to Committee and following up Committee recommendations.	√		

After receiving a petition to the Public Petitions Committee, it is the responsibility of said office to proceed said petition until its heard. But calling reports from Ministry concerned to the petition, getting views of petitioner on said report etc. are responsibilities of each parties

concerned, it may take a long time to calling up to office from such parties. Certain petitions received in year 2020 were investigated in year 2021.

No. of Committee session held in year 2021 - 22

No. of petitions considered by the Committee - 150

(129 petitions received in 2020 and 21 received in year 2021 have been considered)

* Due to Covid 19 Pandemic, arrival of visitors to Parliament had to be restricted. As a way out, investigating into petitions online for the first time in year 2021, it was able to have 4 meetings.

Restrictions

1. The No of petitions resolved restricted to 19 due to taking a long time for investigating a petition online and reluctance shown on part of petitioners to participate at online meetings.
2. Country was locked down from 21st May to 21st June and 21st Auguts to 01 October due to Covid 19 endemic situation, and travel restrictions imposed from 21st May to 05 July. As such, conducting committees in Parliament had been temporarily suspended during said periods that unable to investigate in to Petitions.

Interpreters' Office

Objective	Activities	Progress Ratio
Interpretation	Providing interpretation services to Parliament and Committees	100%
	Providing interpretation facilities to Committees, oral replies/ adjournments/statements and oral questions	100%

- (i) The number of questions of all the aforesaid types translated by each stream in 2021 is as follows:

Stream	Number of questions
Sinhala/English	902
Sinhala/Tamil	746
Tamil/English	08

(ii) The number of pages translated by each stream in 2021 is as follows:

Stream	Number of Pages
Sinhala/English	1188
Sinhala/Tamil	1484
Tamil/English	496

Library

Performances achieved in year 2021 by Library of Parliament

Objective	Proposed activities	Year-end Permanence - 2021 (%)	Reasons for not reaching expected targets (in short)
i. Book collection	Obtaining and maintaining Books, magazines, periodicals, newspapers, government publications	93%	
ii. Information	Providing information to MPP and Committees. Information has been provided through library under Act on Right to Information	100%	
iii. E library	Providing E library facilities. Most of the members wanted to have digital prints of documents	70%	Digitalizing project was hampered by Covid 19 Pandemic and said process is on progress
iv. Publications	Publishing information bulletin, books, hand bills and research magazine on requests made by MPP and Parliamentary Secretariat.	50%	Number of Sitting days were restricted due to Covid 19 endemic.
v. Maintenance	Updating Hansard, Acts, Bills, Order bills, Parliamentary affairs, affidavits, departmental reports and other documents	100%	

Serjeant-at-Arms Department

Subject	Activity	Progress achieved in 2021 (%)	Reason for not achieving the expected progress
Function arrangements	i. Organizing all functions, national and religious observances in Parliamentary complex and representing diplomatic functions on behalf of Hon. Speaker	100%	No. of visitors have been limited due to Covid 19 pandemic. These occasions were not set in this year
	ii. Facilitating and welcoming VIPs and other foreign delegates in their visits to Parliament	80%	
	iii. Conducting funerals with state honours/ Unveiling portraits	--	
Facilitating visitors & Running public gallery	Assisting parties, meddling in public arrivals, running public galleries	60%	Had to be restricted due to Covid 19 Pandemic
Security	i. Assisting legislature affairs, Ensuring tough security in Parliament as well as outside, submitting details related with security to Hon. Speaker	100%	Some improvements had to be restricted due to high cost and allocation limitations. Could not be held due to Covid 19 pandemic
	ii. Constant improving and updating security systems/procedures for facing possible threats	95%	
	iii. Security clearance process related to Security officers, suppliers, Parliament/attached/other staff including drivers of MPP in given year	100%	
	iv. Conducting training and workshops on fire fighting including explosives	-	
	v. Key handling	100%	
	vi. Conducting x ray checks depending on available resources	100%	

Chamber	Keeping custody of mace, maintaining chamber assistance services, reserving seats in chamber, maintaining Members' seniority list, reporting attendance, maintaining discipline and	100%	
Allocating rooms	Reserving meeting rooms, party offices, Ministers' rooms, office spaces and reserving as per requests MPP and staff in Parliament Complex, Safekeeping furniture and accessories	100%	
Passes	Issuing all passes to enter into building and Parliamentary complex for MPP, staff identity cards, officers' passes, gallery passes and passes for electrical equipment	100%	
Services/welfare	<ul style="list-style-type: none"> i. Running telephone services, reception services ii. Furniture polishing iii. Classification and distribution of articles/newspapers iv. Cleaning uniforms of staff v. Providing rest rooms for MPP vi. Providing lockers/cupboards to MPP/ staff 	<p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p> <p>100%</p>	
Information and publications	<ul style="list-style-type: none"> i. Updating data related to Department in Parliament web site /uploading staff pictures in the parliament web site and internet ii. Attending on publications, their history, mission and aims and functions of Serjeant at Arms office and updating them by reviewing 	<p>100%</p> <p>100%</p>	
Sale of items depicting archeological / historical objectives	Running and regulating of Parliamentary Monument Sales outlet, exhibition centre of pictures, frescoes, wooden, silver and golden graves	100%	
Departmental	<ul style="list-style-type: none"> i. Facilitating for staff meetings, conducting security meetings ii. Various construction approvals around Parliament complex iii. Matters connected with all staff, facilitating departmental functions, (total staff 140). 	<p>100%</p> <p>100%</p> <p>100%</p>	

Administration Department

Administration Department consists of the following offices.

1. Establishment Office
2. Members' Services Office
3. Human Resource Development Office
4. Transport Office
5. Right to Information Unit

Key functions performed by those offices are as follows.

Establishment Office

Supervisory control of human resource activities in order to make the staff of the Secretary General of Parliament efficient and productive is the primary responsibility of the Establishment Office. Institutional functions such as recruitment and promotion as well as maintenance of personal files of all members of the staff for that purpose are carried out.

Progress of Establishment Office in year 2021 based on action plan is as follows.

Activities	Performance (%)	Remaks
Recruiting better persons through SOR	80%	Could not effect certain recruitments due to Covid 19 pandemic
Granting annual salary increments, running promotional process	100%	
Amending and restructuring salaries of Parliament staff	0%	Could not be attended due to Covid 19 pandemic
Preparing pension files	100%	
Conducting House Committee	100%	
Providing accommodation at Methsevana	100%	
Issuing bus passes/ railway season tickets/ railway	100%	
Providing insurance covers	100%	

Members' Service Office

The main responsibility of this office is to provide the services required by the Members of Parliament and this office carries out the aforesaid tasks in coordination with other departments/ sections and external institutions.

Objectives

1. Making necessary arrangements to hold meetings of the House Committee
2. Providing the facilities required by the Members of Parliament
3. Administrative activities of the Members' Housing Complex at Madiwala
4. Administrative activities of the General's house
5. Coordinating with Supplies division regarding provision of furniture and services and paying facility fees at Speakers' Official residence.

Accordingly, the following activities were carried out by our office during the year 2021.

1. Holding the meetings of the House Committee
06 committee meeting and a special committee meeting were held

2. Providing facilities

- (a) Providing holiday resort facilities

83 members have obtained the holiday resort facilities at the General's House and the number of rooms provided to the Members of Parliament from time to time is 474.

- (b) Providing official residence facilities

13 houses became vacant in the Members Housing Complex at Madiwala in the year 2021 and the aforesaid houses have been provided to the Members of the 9th Parliament after renovating them completely.

- (c) Insurance Coverage

Facilities have been provided to 107 Members and Ministers to get insurance coverage through the Group Health Insurance Scheme (Hospital Insurance) in coordination with the Ministry of Parliamentary Affairs

- (d) Providing stationery

1755 parcels have been provided.

3. Carrying out Coordination Activities

- a. Providing and coordinating repairs of secured lamps with Divisional Secretariat and CEB

- b. Coordinating for securing assests and libilities of MPP
- c. Coordinating renewing of fire arms with Ministry of Defence
- d. Coordinating the renovation activities of the Members' Housing Complex at Madiwala with the Engineer's Department
- e. 13 houses have been completely renovated in addition to the ordinary repair activities carried out coordinating with Engineering Department.
- f. Deangue combating activities in Members' Housing Complex at Madiwala with Health Department
- g. Pest control activities in Members' Housing Complex at Madiwala with House Keeping Department

4. Paying service facility fees

Speaker's Official Residence – assessment, telephone, water, electricity, newspapers & linen washing bills

Madiwela Housing Complex - assessment, telephone, water and electricity bills

General's House - assessment, telephone, water, electricity, newspapers & linen washing bills

5. Development Activities

General's House – Repairng and carpeting access ways and regulating car park of General's House

With the intention of using and promoting healthy earthen ware, taking action to use plates, cups and water containers made up with clay offered by National Crafts Council at General's House.

Providing infrastructure facilities to maintain recommended health guidelines for controlling Covid epidemic situation in General's House

6. English Language Training Program for MPP

English Language Training Program for MPP who elected to 9th Parliament was initiated with the support of National Lanugage Education and Training Insitute. (12 class sessions held in the past year and further classes have already started in year 2022)

Human Resources Development Office

The Human Resource Development Office was established on 07th January 2020 for developing the human resources of the staff of the Secretary General of Parliament according to a decision of the Cabinet of Ministers made on 19th July 2019.

Accordingly, the Annual Performance Report-2021 of the Human Resource Development Office is given below.

	Objective	Progress in percentage
01	Identifying and developing resource persons and trainers	50%
02	Improving knowledge, skills and attitudes of staff of Secretary General, Parliament	100%
03	Accustomizing with Parliamentary procedures, culture, structure and environments	100%
04	Coordinating with foreign training programs	25%
05	Coordinating with foreign training programs	75%

Further, 54 local training programs were held in 2021 and certain planned training programs/workshops were cancelled due to Covid 19 epidemic in 2021. It is further informed that only 2 training workshops were joined by officers of Parliamentary Secretary General's staff online.

Transport Office

The transport office performs the tasks of managing the fleet of vehicles owned by Parliament and providing transport facilities to the Parliament staff and ancillary staff. The fleet of vehicles stood at 89 by the end of the year 2021 and it consists of the official vehicles and other vehicles allocated to the Hon. Speaker, Hon. Deputy Speaker and the Hon. Deputy Chairman of Committees and the official vehicles allocated to the Secretary General of Parliament, Deputy Secretary General and Assistant Secretaries General and the vehicles used by the Department Heads and other officers who are entitled to have official vehicles and the vehicles allocated for the common use of the staff.

The transport office attends to the task of proper maintenance of the vehicles and keeps the records of the costs of maintenance work along with the running charts related to the planning of maintenance work. The transport office also undertakes the repair of vehicles and keeps the records of the costs incurred for such repair.

Transport facilities provided to staff up to a radius of around 30 Km from Parliament has been extended to Hanwella, Horana, Mathugama, Aththanagalla, Divulapitiya, Warakapola, Avissawella, Aluthgama and Dankotuwa with effect from 19 May 2021 by deploying buses of SLCTB.

Performance in year 2021

Objective	Activities	Progress in percentage	Reasons for not achieving expected progress
Providing transport facilities	Providing transport facilities to staff	100%	
	Timely attending vehicle maintenance and repairs	100%	
	Clearing bills	95%	Delay in receipt of certain bills
	Timely updating revenue lices, insurance covers	100%	
	Management of drivers and transport related staff	100%	

Right to Information Unit

The performance of the Right to Information Unit in the year 2021 ,which was established as per Right to Information Act No.12 of 2016,is as follows.

No.of requests made in the year	84
No. of requests for which the information asked for was provided completely	35
No. of requests for which the information asked for was provided partially	24
No. of requests for which the provision of the information requested was rejected	25
The number of appeals submitted to the Nominated Officer	14
The number of appeals submitted to the to the Right to Information Commission	01
The number of requests for which information was provided upon the appeals submitted to the Nominated Officer	07
The number of requests for which information was provided upon the appeals submitted to the Right to Information Commission	01
The average period of time (days) taken to provide information	10

Hansard Department

The Hansard Department ensures impartial, accurate and timely reporting of Parliamentary proceedings, proceedings of Parliamentary committees, conferences and CPA and IPU conferences and indexing and monitoring the audio recordings.

The activities performed by the Hansard Department in the year 2021 are as follows.

1. Covering 86 Parliamentary sitting days and printing the 86 Hansard reports of the aforesaid Parliamentary sitting days.
2. Publishing the relevant 86 Hansard reports on the parliamentary website
3. Covering 142 meetings of different committees held throughout the year.
4. Reporting 108 Committee reports and sending them to Committee offices concerned after editing
5. Proof reading of 83 hand reports starting from serial 278 up to 284
6. Referring 49 amended handsard reports from serial No. 278 up to 281 for final print
7. Publishing corrected copies serial No. 278 up to 281 in Parliamentary web site.
8. Preparing special Hansard reports containing Motions of Condolence held for 02 days
9. Preparing indexes related to 83 hansard reports (Serial No.278 up to 284)

Coordinating Engineer's Department

- The task of ensuring that Parliament building is effectively and efficiently maintained and protected as a public building of significant value to the nation is done by the Department of Co-ordinating Engineer.

The activities performed by the Coordinating Engineer's Department in the year 2021 are as follows.

Objective	Activities	Progress in percentage	Reasons for not achiving expected progress
Renovations/ reparis/ Maintenance of	Repairs and new constructions of main building	10%	Due to the Covid 19

Parliamentary complex	New constructions of security building at Piniyara and Jayanthipura	Pinniyara 20% Jayanthipura 0%	Due to the Covid 19 and bad weather continued
	Reparis of lifts, duplicate water pumps, valves, AHU accessories	0%	No provisions has been received.
	Painting building (inner and outer), ceiling and other places	50%	Due to the Covid 19 and limitation of provisions
	Maintaining main AC system, VRV systems, Air Conditioner, cooling systems	50%	Due to the Covid 19 and limitation of provisions
	Maintainig sound controlling system in chamber and new system	50%	Due to the Covid 19 and limitation of provisions
	Internal camera system, chamber and Multi-term system	50%	Due to the Covid 19 and limitation of provisions
	A new generator to be installed	0%	No provisions has been received.
	Maintenance and agreements of generator	90%	Limitation of provisions
	Fixing white metal net around kitchen an painting	50%	Limitation of provisions
Elevator system in Parliament	Maintaining all elevators (12)	50%	Limitation of provisions
	Installing a new system in Parliament complex indicating instant fire threats	0%	No provisions has been received.
	Repairing fire extinguishing system in Parliament	50%	No provisions has been received.
Hon. Speaker's Official Residence	Maintenance, fixing main accessories, replacing lamps inside and telephone system	10%	No provisions has been received.
	Repairs and new constructions of building	10%	No provisions has been received.
	Renovations of multiple channel system	100%	-

Madiwela, Senpathi Niwasa Nuwaraeliya, Jayawadanagama Housing Scheme & Meth Sevana Holiday Resorts	Maintenace of equipment, building repairs, new constructions	50%	No provisions has been received.
	Payments to RDA for roads within Parliamentary complex	0%	No provisions has been received.

Finance and Supplies Department

The Finance and Supplies Department consists of three Offices supervised by the Director (Finance);

1. Finance and Accounts Office.
2. Supply and Services Office.
3. Catering Accounts Office.

Most of the powers vested with the Secretary General of Parliament as the Chief Accounting Officer related to public finance have been transferred to the Director (Finance) with a view to conducting the financial management work more efficiently and diligently. The main functions of the department are as follows;

- i. Formulation of the budget, preparation of expenditure estimates, revenue collection, budget control, accounting, formulation of reports of final accounts.
- ii. Purchase, storing and issuance of items required by Parliament and administration of procurement activities.
- iii. Payment of salaries and allowances to the Members of Parliament, retired MPP, Staff and the retired staff, casual and relief workers of Parliament.
- iv. Settlement of Payments to the suppliers and the service providers.

Performance related to Finance and Accounts office in year 2021 are given below.

Objective	Activities	2021 Progress by the end of year 2021 (%)	Reasons for not achieving expected progress
Payments	i. Paying staff salaries and MPP allowances	100	Not receiving imprests as expected due to Covid 19 pandemic
	ii. Paying pension for former MPP	100	
	iii. Other recurrent expenditure	91	
	iv. Capital expenditure	63	
Budget	i. Submitting budget estimates	100	Not receiving imprests as expected due to Covid 19 pandemic
	ii. Budget control	91	
Loans	i. Obtaining credit facilities	73	Not receiving imprests as expected due to Covid 19 pandemic Recoveries are made surpassing minimum recovery level.
	ii. Loan recovery	100	
	iii. Preparing Advance B account & updating loan balances	100	
Reports	Providing financial statements	100	
	Preparing bank reconciliation report	100	
	Preparing imprest flow sources statement	100	
	Preparing revenue account	100	
	Preparing annual financial source account	100	
Revenue collection	Supervision of billing process	100	

Supply and Services Office.

Mainly, the responsibility vested with the Supply and Services office is to supply the goods and services required to maintain the services provided by the 09 departments established in Parliament and the offices and divisions coming under the said departments to carry out the parliamentary proceedings.

Capital Procurement for the year 2021

The following Capital Procurements have been conducted following the competitive bidding system and the Market price comparison method.

Serial Number	Details of Procurement	Date of completion /to be completed	Total amount spent / expected to be spent (tax included) Rs.	Special remarks
1.	Purchasing Kitchen items	28.12.2021	1,477,900.00	Chiller, Rice steamer, Stick blender and Meat Mincer were purchased Bandsaw machine was not procured due to non availability of stock
2.	Purchasing furniture	28.12.2021	1,186,909.75	Totally accomplished.
3.	Procurement of current MCCB replacements and supply, establishment, checking & commission of automated capacitor correction panels at Parliament sub station	-	8,468,854.56	Works up to awarding contract completed in year 2021 and contract to be implemented in year 2022.
4.	Supply, installation, checking, commission of AC system for Ministers' rooms of Parliament	26.01.2022	22,102,124.98	A procurement commenced on 04.05.2021 and contract is being carried out.
5.1	Preparing acrylic photos of former MPPs	31.12.2021	2,689,385.00 (Expected cost)	Contract had to accomplish on 31.12.2021 and supplier had requested to extend period and to increase contract sum. Such requests are being considered by TEC & PC.
5.2	Preparing / repairing Photo exhibitiv boards	-	32,310,615.00 (Expected cost)	As correct bids had not submitted in yerar 2021, it was decided to requote the said procurement in year 2022.

6	Procuring equipments and apparatus for Access Control and Security office	31.12.2021	637,200.00 (Amount spent) 888,320.00 (Expected cost)	Only Smart SD card Printer was purchased in 2021 and other items to be purchased in 2022
7	Supply and installing photocopier machine	28.12.2021	2,420,280.00	9 photo copiers were purchased
8	Purchasing sports gear for Billiard Room	23.12.2021	717,900.00	Accomplished in full
9.	Procurement of a Rack Server to the Main Server Room	04.10.2021	2,659,976.00	Accomplished in full
10	Replacement of items damaged by lighting strikes on 01.10.2021.	28.02.2022	3,787,717.31	Bills valued Rs. 150000/- were settled. Contract for Rs. 3637717.31 has been offered and repairs are under way
11	Replacing damaged items at Nugaseveana and Gate No. 01	28.02.2022	1,058,945.40	Contract has been offered and repairs are under way
12	Developing e mail of Parliament and active directory services	22.02.2022	2,553,588.77	Accomplished in full. Balance payment was made by retaining a sum of 5%.
13	Improving network infrastructure facilities of Parliament	25.10.2021	32,084,923.68	Accomplished in full. Balance payment was made by retaining a sum of 5%.
14	Supply and replacement of single toilet unit at Nugasevana access of Parliament	12.03.2021	435,089.05	A procurement was done in 2020. Accomplished in full.
15	Supply and fixing of window curtains in Committee No. 01 & 02	13.12.2021	735,520.00	Accomplished in full. Balance payment was made by retaining a sum of 10%.
16	Purchasing materials for repairing general toilet complex of Parliament	Part of the items have purchased in year 2021	986,213.93 (Amount spent) 6,013,786.07 (Expected cost)	Other items (Sanitary equipment, accessories and Indoor Waterproof Mirror Lights) to be purchased in 2022
17	Procurement of office supplies 2021 (fax machines, printers, projectors and scanners)	30.03.2022	69,000.00 (Amount spent) 694,800.00 (Expected cost)	Only one machine was purchased in year 2021 other items to be purchased in 2022
Total Expenditure			46,132,501.18	

Also, total expenditure incurred for Recurrent procurement during year 2021 was Rs. 142,321,885.43 and a sum of Rs. 8,008,406.05 has been spent for repairs, maintenance and service provision in year 2021.

Catering and Housekeeping Services Department

Objectives	Activities	Performance	Reasons for not achieving expected progress
Catering	Providing quality food and beverages to MPP, staff and visitors	80%	The expected performance level could not be reached due to the Covid 19
Training Programmes	Implementing training programmes at work place	50%	
Maintaining parks and nurseries	Foliage & flower decorations Supply of foliage / flowers for internal decorations	90%	
Horticulture	Maintaining gardens and nurseries	100%	
Laundry service	Washing uniforms & linen	100%	
Cleaning	Cleaning and maintaining office rooms, committee rooms, lobbies & washing rooms	100%	
Disinfection	Hand sanitization and taking action to sanitize buildings Cleaning kitchen/ disinfecting building/ hand sanitization	100%	

Information Systems and Management Department

Maintenance of Information technology and Communication infrastructure effectively, developing internet connections, maintenance and management of parliament intranet efficiently and effectively, maintaining and updating the Parliament website, maintaining the information communication technical devices, and accomplishing the information technology-based administration activities of parliament are among the major tasks undertaken by the Department of Information Systems and Management.

The Performance of the Department of Information Systems and Management for the year 2021 is indicated below.

Objective	Proposed activities	Year-end Performance	Reasons for not reaching expected targets (in short)
Strengthening institutional capacity	i. Implementing Skill development and training programs to staff	60%	Covid pandemic situation
	ii. Attending 3 staff members at an e Parliament seminar	Could not be implemented	Covid pandemic situation
	iii. Maintenance & Improvement of ICT equipments	90%	
	iv. Procuring 25 computers & 15 printers	Could not be procured.	Non receipt of funds
	v. Constant supervision & maintenance of ICT infrastructure facilities	90%	
	vi. Intranet Portal Maintenance	90%	
	vii. Improving i- Parliament Database	Could not be implemented	Covid situation and lack of human resources
	viii. Collaborating and improving of DMS with Documentation system	60%	Covid pandemic situation. However, improvements needed are accomplished and on research status
	ix. Implementing Access Control Systems.	75%	Remaining parts to be done by SA Dept.
	x. Human Resources Development & Recruitment Programme	70%	Remaining parts to be done by Establishment
	xi. Implementing automatic leave management system	Could not be implemented	Not completing works of DMS project
	xii. Maintenance of i- Parliament mobile phone app (Apple phones)	70%	
	xiii. Parliament mobile app & constant updating and improving network	80%	

	xiv. Developing Parliamentary network (under USAID aid)	90%	
	xv. Parliamentary ICT Strategic Development	Not implemented	Referred to top management
	xvi. Improving Perimeter Firewall Recording and Management System	Not implemented	Non receipt of funds
	xvii. Developing SAN store system	100%	
	xviii. Developing DR Site	Not implemented	Not completing works of DMS project
	xix. Back up & Restoring	Not implemented	Non receipt of funds
	xx. Procuring a new server	100%	
Strengthening legislative process through information technology	i. Preparing Hansard report through DMS	50% has been implemented	Not completing works of DMS project
	ii. Implementing awareness on DMS presence and training	50% has been implemented	Not completing works of DMS project
	iii. Implementing Order of Business, agenda, submitting documents/Business Committee/DMS usage	50% has been implemented	Not completing works of DMS project
	iv. Implementing Awareness creation programmes, Order of business	50% has been implemented	Not completing works of DMS project
Empowering government oversight through information technology	i. Updating Consultative Committees through IMS	80% has been implemented	
	ii. Implementation of awareness raising on Consultative Committee management	80%	
Education on MPP role on leadership and representation	i. Updating Intranet portal mobile app for MPP	100%	
	iii. Educating MPP on Intranet portal mobile app	100%	
Expanding	i. Integrating DMS with network and mobile phone system	Not implemented.	Not accomplishing activities of DMS project

Services to general public	ii. Updating mobile Input System	Not implemented.	Not accomplishing activities of DMS project
	iii. Updating Petition Management System	100%	

Department of Communication

The Department of Communication has been functioning in Parliament of Sri Lanka for two and half years as its newest department which was established in August 2019. It comprises of two main divisions. The progress achieved by said divisions are given below.

1. Media Division

Objective	Proposed activities	Year-end Performance	Reasons for not reaching expected targets
1. Raising general awareness on the parliamentary business through main media channels and getting the public to participate in matters undertaken by Parliament.	1. Getting media publicity from media institutes for promoting Parliament	95%	Certain media communique got delayed to release to media due to delays of getting proper approvals
	2. Inviting media institutes to record various programmes held on Parliamentary premises	50%	Media unit had given permission to provide facilities to some media institutes due to Covid situation
	3. Inviting tourism programmes to create tourism programme in Parliament	0%	No opportunity had been given to record any programme on Parliamentary premises due to Covid situation

	4. Prompting media institutes to create various programmes under important headings on Parliamentary Democracy.	50%	In this regard, the Media Unit could contact few media institutes.
2. Educating through social media for wide public participation on Parliamentary affairs	1. Updating and running official face book page on daily basis along with latest accesses.	95%	Maintaining and updating social media on Parliamentary affairs was continued. The number of posts uploaded was low due to Covid situation.
	2. Running official Twitter account and daily updating with latest updates	95%	Daily updating of Twitter continued. Maintaining and updating social media on Parliamentary affairs was low due to Covid situation.
	3. Daily updating along latest accesses by maintaining Instagram account	95%	Daily updating of Instagram was undertaken. But maintaining and updating of social media platforms on Parliament affairs was a bit slow due to Covid Situation.
	4. Daily updating along with latest accesses by running official Youtube channel	95%	Weekly updating of Youtube channel. Less number of video clips produced due to not getting permission to film.
3. Developing efficiency of Media Centre for facilitating mediemen and MPP.	1. Maintaining proper documentation system for the Media Centre	95%	Proper places at Media Centre in approved systemizing and usage could be maintained. Due to Covid situation, attendance of mediemen to Parliament was restricted and usage of media by MPP was at a low ebb.
	2 Working out and maintain a proper inventory system	95%	No

	3. Producing audio visual films for promoting Parliament	60%	Some audio video could not be recorded due to Covid situation.
4. Improving efficiency of recording room in facilitating mediemen and MPP	1. Improving efficiency of recording room in facilitating mediemen and MPP	70%	For utilizing record room, it was well maintained. But number of productions was low due to Covid situation.
5. Improving credibility of Parliament reporting	1. Training workshops for media officers on Committee reporting	40%	Only a few workshops were held for standarding of Committee reports in improving credibility of Parliamentary reporting.
	2. Preparing media notes for issuing to media by covering all committees and foreign missions.	85%	Media notes were issued to media by covering all committees and foreign missions and some of them held online due to Covid situation.
6. Improving credibility of creative video products on Parliamentary processes	1. Conducting training workshops for media officers on creative video products	30%	Only few training sessions could be held due to Covid situation.
7. Improving public participation through public relation programmes	1. Creating a documentary on Parliament	50%	No sooner starting filming of this, it had to be stopped due to Covid 19 health guidelines. The script has been completed and sponsorship has been obtained for fliming.
	2. In case copy to me amended, taking steps to coordinate and direct it with sepcialists.	0%	Production was not started due to Covid situation.
	3. Pre production/ production/ post production of documentary	0%	Production was not started due to Covid situation
	4. Completing production of documentary	0%	Production was not started due to Covid situation
8. Initiating promotion of Parlaiment through other sources	1. Producing attractive short video clips for promoting Parliament	60%	A quality documentary film was produced for promoting Parliament

	2. Producing promotion video clips for exhibiting on Led video walls	0%	Production was not started due to Covid situation
	3. Implementing a wall painting project as a non verbal communication mode	0%	Production was not started due to Covid situation
	4. Creating a live talking tool in Parliamentary web site as a more active inter communication way	0%	Creation could not complete due to reforming of web site. But, a motion is submitted to parties concerned for their consideration.
9. Training & Development Programmes	Providing local and foreign training to staff of media unit of Communication Department.	0%	This was not effected due to Covid situation

2. Public Services Bureau

Objective	Proposed activities	Year-end Pformance	Reasons for not reaching expected targets
Improving public participation through public relation programmes	1.1. A documentary film on Parliament	50%	No sooner starting filming of this, it had to be stopped due to Covid 19 health guidelines. The script has been completed and sponsorship has been obtained for fliming. This program had to be stalled as arrival of visitors is completely prohibited subject to Covid 19 health guidelines.
	1.2. Encouraging public participation and uploading their view to Parliamentay web site and official social media	75%	
	1.3 Organizing monthly programmes eg. International Women' Day	65%	
	1.4. Creating opportunities for general public, school children and VIPs to watch annaual Budget presentation and committee sessions and providing opportunity to connect through online.	-	

	<p>1.5. Implementign external programmes for students/ public under the them of “Join with effective talks your public representative”</p> <p>1.6. Creating a educational publication set for “mobile Parliament”</p> <p>1.7. Providing a spcialized plant for each Parliament visiter</p> <p>1.8. A visiting centre comprising with latest equipmetns in Parliament for Jeffry Bava</p> <p>1.9. Modifying Memorial Gift sales centre in Parliament</p>	<p>-</p> <p>25%</p> <p>50%</p> <p>-</p> <p>-</p>	<p>This programme had to be stalled as arrival of visitors is completely prohibited subject to Covid 19 health guidelines.</p> <p>This programme has been blocked by Education Ministry subject to Covid 19 health guidelines and carried out only through online.</p> <p>The concept paper for implementing the project has been given for approval of Management.</p> <p>On a government decision, it had to be withdrawn from this proposed project</p> <p>On a government decision, it had to be withdrawn from this proposed project</p>
<p>Awareness raising on Parliamentary procedure and its social undertaking & propaganda projects</p>	<p>2.1. Organizing annual education programmes for young MPP</p> <p>2.2. Organizing an awareness raising programme for National Youth Corps</p> <p>2.3. Organizing awareness raising programmes for Provincial Councillars and Pradeshiya Sabha members</p> <p>2.4. Implementing awareness raising programmes for mediamen</p> <p>2.5. Implementing awareness raising programmes for students</p> <p>2.6. Implementing awareness raising programmes for university students</p>	<p>60%</p>	<p>The concept paper of this has been presented to Youth Minister.</p> <p>Has been given to all instiutes concerned including National Youth Corps, NYSC etc. for action</p>

	<p>2.7. Training trainers</p> <p>2.8. Conducting awareness raising programmes for Ordinary Level / Advanced level completed youths.</p> <p>2.9. Conducting awareness raising programmes for women</p>		
Exchanging views online with general public	<p>3.1. Publishing Aththya Charikawa of Parliament in all three languages</p> <p>3.2. Coordinating with MPP, civil societies and institutes for educating on Parliament and popularizing Aththya Charikawa</p>	90%	
Initiating a dialogue with MPP & civil societies for educating on Parliament	<p>4.1 Conducting programmes online in Parliament throughout the year</p> <p>4.2. Coordinating programmes</p>	100%	<p>Programmes-15</p> <p>Institutes- 15</p>
Commemorating 39 th Parliament day	<p>5.1. Organizing seminars, open exhibitions, arts and essay competitions</p> <p>5.2. Establishing Parliamentary voluntary Association</p> <p>5.3. Creating and printing stickers for buses</p>	-	This programme could not be held subject to Covid 19 health guidelines as visiting guests to Parliament has been completely prohibited.
Promotional campaigns	<p>6.1. Creating a detailed project concept</p> <p>6.2. Creating exhibition materials – stationary, handbills. Booklets</p> <p>6.3. Picture frame, creating and planning exhibition items</p> <p>6.4. Coordinating with parties</p> <p>6.5. Creation and planning things needed with approval of Sri Lanka Parliament</p> <p>6.6 Creating a story book</p>	95%	<p>Concept has been submitted for this equipment and financial support given.</p> <p>45000 handbills have been printed.</p> <p>Children’ book called “Kurulu Parliament” & its e book</p> <p>Audio book is on print.</p> <p>Producing 3D pictures and video clips are on making.</p>

	with pictures for children 6.7. Producing 3D pictures and video clips for popularizing Parliament 6.8. Photography, videography, video editing, picture editing, internal training programmes on pages planning		
Planning educational publications	7.1. Preparing banners depicting Covid 19 guidelines for MPP and Parliamentary staff / printing a booklet 7.2. Printing hand bills on Parliamentary functions and historical values 7.3 Planning/ editing / constituting articles to Parliament Puwath Hasuna	100%	Guideline book has been accomplished. 34 printed banners are exhibited in Parliament 12 editions of Parliament Puwath Hasuna had been set up/ edited and accomplished.

Internal Audit Division

Performance of the Internal Audit Division in the year 2021

The functions performed by this division in the year 2021 are given below.

- Implementation of the Audit Plan 2021 by 72% progress despite the epidemic of Covid-19.
- Two meetings of the Audit and Management Committee of Parliament were held in connection with the activities of the year 2021 and the implementation of the decisions taken by the Committee and the follow up of the relevant activities were continued.
- Conducting urgent and appropriate audit inspections outside the audit plan and taking necessary remedial action.
- Taking actions to fortify internal control systems

Foreign Relations and Protocol Office

In the year 2021, Foreign Relations and Protocol Office carried out all the functions and services of the Commonwealth Parliamentary Association, the Inter-Parliamentary Association and the SAARC Association of Parliamentarians.

Due to the Covid-19 epidemic in 2021, the office did not attend conferences, workshops, tours, meetings, study tours, and attended for only one conference.

Name of the tour	Number of members, participated.	Number of the officers, participated.
Public Accounts Committee Investigation Workshop 2021 – People’s Majlis, Maldives, from 8 th to 10 th , 2021	1	1

In addition, the following attend conferences, workshops, tours, meetings, study tours were attended online.

Name of online programme	Number of members, participated.	Number of the officers, participated.
Standing Committee meeting of Common Wealth Speakers in Canada on 16 th January 2021	1	-
Round table talk on torture against women organized by United Kingdom branch of Common Wealth – 22 nd February 2021	1	-
Caucus on climatic changes organized by United Kingdom branch of Common Wealth – from 15 th to 16 th March 2021	8	2
General meeting and seminar of Common Wealth Public Accounts Committee organized by United Kingdom branch of Common Wealth – 17 th March 2021	1	2
Asian Regional meeting of Common Wealth Women Parliamentarians in Parliaments sensitive on 21 st Century Gender organized by Common Wealth Secretariat - 17 th March 2021	2	1
Intermediate Executive Committee mid year meeting of Common Wealth organized by Common Wealth Secretariat – from 24 th to 26 th March 2021	1	-
Series of workshops on trade agreements organized by United Kingdom branch of Common Wealth – 30 th April 2021	2	1
C.O.P. 26 Asia Pacific Parliamentary meeting organized by United Kingdom branch of Common Wealth – 24 th June 2021	1	-

Executive Committee Meeting organized by Common Wealth Secretariat – from 27 th to 30 th September 2021	1	-
Informative Seminar on Inter Parliamentary Union structure and action organized by Inter Parliamentary Union Head quarter in Geneva, Switzerland - from 22 nd to 26 th March 2021	-	1
Parliamentarians' Executive Committee Meeting on International Trade organized by World Trade Organization Secretariat and Temasek Foundation – from 17 th to 19 th May 2021	2	-
142 nd Inter Parliamentary Seminar and meetings related organized by Inter Parliamentary Union Headquarters - – from 24 th to 28 th May 2021	5	1
Meeting with Chairman Standing Committee of Chinese National Congress, Lee Shanshu Speaker of Chinese Parliament and Hon. Mahinda Yapa Abeywardena, Speaker of Sri Lanka – 31 st August 2021	1	-
Seminar on International Democratic Day organized by Indian Lok Sabha	1	-
Meeting with Hon. Trever Melard, Speaker of New Zealand House of Representatives with Hon. Mahinda Yapa Abeywardena, Speaker of Sri Lanka – 21 st October 2021	1	-

Works related with the Parliamentary Friendship Associations have been attended (already 55 such associations in hand). Action was taken to reestablish 15 associations out of 55 in this year.

Chapter - 03

Overall Financial Performance for the Year

ACA - F

Statement of Financial Performance
for the period ended 31st December 2021

Budget 2021 Rs.		Note	Actual	
			2021 Rs.	Restated 2020 Rs.
-	Revenue Receipts		-	-
-	Income Tax	1	-	-
-	Taxes on Domestic Goods & Services	2	-	-
-	Taxes on International Trade	3	-	-
-	Non Tax Revenue & Others	4	-	-
-	Total Revenue Receipts (A)		-	-
-	Non Revenue Receipts		-	-
-	Treasury Imprests		2,753,390,000	2,401,018,000
-	Deposits		22,888,363	28,089,826
35,000,000	Advance Accounts		37,513,734	30,361,824
-	Other Main Ledger Receipts		-	-
-	Total Non Revenue Receipts (B)		2,813,792,097	2,459,469,650
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		2,813,792,097	2,459,469,650
-	Remittance to the Treasury (D)		365	13,999
-	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)		2,813,791,732	2,459,455,651
-	Less: Expenditure			
-	Recurrent Expenditure			
1,285,027,146	Wages, Salaries & Other Employment Benefits	5	1,267,607,928	1,177,649,164
1,231,830,800	Other Goods & Services	6	1,098,227,992	757,084,331
354,521,095	Subsidies, Grants and Transfers	7	338,964,913	367,818,995
-	Interest Payments	8	-	-
369,200	Other Recurrent Expenditure	9	369,200	-
2,871,748,241	Total Recurrent Expenditure (F)		2,705,170,033	2,302,552,491
146,100,000	Capital Expenditure			
235,951,759	Rehabilitation & Improvement of Capital Assets	10	70,811,834	70,265,969
-	Acquisition of Capital Assets	11	169,753,548	90,190,100
-	Capital Transfers	12	-	-
-	Acquisition of Financial Assets	13	-	-
3,500,000	Capacity Building	14	2,474,752	1,987,184
-	Other Capital Expenditure	15	-	-
385,551,759	Total Capital Expenditure (G)		243,040,134	162,443,253
40,000,000	Deposit Payments		23,724,215	17,852,910
-	Advance Payments		29,360,934	13,391,408
-	Other Main Ledger Payments		-	-
-	Total Main Ledger Expenditure (H)		53,085,149	31,244,318
-	Total Expenditure I = (F+G+H)		3,001,295,316	2,496,240,062
-	Balance as at 31st December J = (E-I)		(187,503,584)	(36,784,412)
-	Balance as per the Imprest Reconciliation Statement		(187,503,584)	(36,784,412)
-	Imprest Balance as at 31st December		(187,503,584)	(36,784,412)

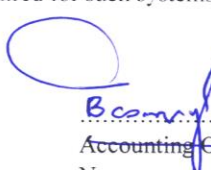
**Statement of Financial Position
As at 31st December 2021**


	Note	Actual	
		2021 Rs	2020 Rs
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	17,388,207,067	14,712,230,373
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	99,322,991	107,475,791
Cash & Cash Equivalents	ACA-3		
Total Assets		17,487,530,058	14,819,706,164
<u>Net Assets / Equity</u>			
Net Worth to Treasury		85,311,262	92,628,210
Property, Plant & Equipment Reserve		17,388,207,067	14,712,230,373
Rent and Work Advance Reserve	ACA-5(b)		
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	14,011,729	14,847,581
Unsettled Imprest Balance	ACA-3		
Total Liabilities		17,487,530,058	14,819,706,164

Detail Accounting Statements in ACA format Nos. 1 to 7 presented in pages from 01 to 54 and Notes to accounts presented in pages from 55 to 62 form an integral part 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 in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out.


 Chief Accounting Officer
 Name :
 Designation :
 Date : 28.02.2022
W. B. D. DASANAYAKE
 Secretary General of Parliament
 Parliament
 Sri Jaywardenepura - Kotte.


 Accounting Officer
 Name :
 Designation :
 Date : 28.02.2022
W. B. D. DASANAYAKE
 Secretary General of Parliament
 Parliament
 Sri Jaywardenepura - Kotte.


 Chief Financial Officer/ Chief Accountant/
 Director (Finance)/ Commissioner (Finance)
 Name :
 Date : 28.02.2022
G. Sarath Kumara
 Director (Finance)
 Parliament of Sri Lanka
 Sri Jaywardenepura Kotte

**Statement of Cash Flows
for the Period ended 31st December 2021**

	Actual	
	2021 Rs.	Restated 2020 Rs.
<u>Cash Flows from Operating Activities</u>		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	-	-
Revenue Collected on behalf of Other Revenue Heads	42,323,702	40,925,756
Imprest Received	2,753,390,000	2,401,018,000
Recoveries from Advance	37,485,236	31,053,608
Deposit Received	22,888,363	28,089,826
Total Cash generated from Operations (A)	2,856,087,301	2,501,087,190
<u>Less - Cash disbursed for:</u>		
Personal Emoluments & Operating Payments	2,366,013,890	1,934,295,271
Subsidies & Transfer Payments	338,964,913	367,818,995
Expenditure incurred on behalf of Other Heads	4,484,609	5,071,539
Imprest Settlement to Treasury	365	13,999
Advance Payments	29,360,934	13,591,222
Deposit Payments	23,724,215	17,852,910
Total Cash disbursed for Operations (B)	2,762,548,926	2,338,643,936
NET CASH FLOW FROM OPERATING ACTIVITIES(C)=(A)-(B)	93,538,375	162,443,253
<u>Cash Flows from Investing Activities</u>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
<u>Less - Cash disbursed for:</u>		
Purchase or Construction of Physical Assets & Acquisition of Other Investment	243,040,134	162,443,253
Total Cash disbursed for Investing Activities (E)	243,040,134	162,443,253
NET CASH FLOW FROM INVESTING ACTIVITIES(F)=(D)-(E)	(243,040,134)	(162,443,253)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G)=(C) + (F)	(149,501,759)	-
<u>Cash Flows from Financing Activities</u>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	149,501,759	-
Total Cash generated from Financing Activities (H)	149,501,759	-
<u>Less - Cash disbursed for:</u>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(H)-(I)	149,501,759	-
Net Movement in Cash (K) = (G) + (J)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

Performance of Utilization of Allocation

RS.,000

Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
	Original	Final		
Recurrent	3,021,250,000	2,871,748,241	2,705,170,033	94%
Capital	236,050,000	385,551,759	243,040,134	63%

Performance of the Reporting of Non - Financial Assets

Rs.,000

Assets Code	Code Description	Balance as per Board of Survey Report as at 31.12.2021	Balance as per financial Position Report as at 31.12.2021	Yet to be Accounted	Reporting Progress as a %
9151	Building and Structures	7,763,422,300	7,763,422,300	-	100%
9152	Machinery and Equipment	1,466,808,767	1,466,808,767	-	100%
9153	Land	8,149,226,000	8,149,226,000	-	100%
9154	Intangible Assets	-	-		
9155	Biological Assets	-	-		
9160	Working in Progress	-	-		
9180	Lease Assets	8,750,000	8,750,000		100%

*Auditor General's Report is attached at the end

Chapter - 04

Performance Indicators

Institutional Performance Indicators (Based on the Action Plan)

Specific Indicators	Actual output as a percentage (%) of the expected output		
	90% - 100%	75% - 89%	50% - 74%
1. Providing necessary instructions, documents, translation service and other routine ancillary services required for keeping the business of the House of Parliament running smoothly.	√		
2. Proper maintenance of the services required for the legislative process such as parliamentary committee meetings, committee meetings, and other special committees, etc.		√	
3. Presentation of official reports of Parliament, presenting required information about Parliament and its proceedings	√		
4. Providing secretariat facilities for efficient functioning of the Parliament and its Committees.	√		
5. Raising awareness among the public on Parliament and its functions			√

Chapter - 05

Performance in Achieving Sustainable Development Goals

Identified Sustainable Development Goals	Target	Achievement Indicator	Percentage		
			0-49%	50-74%	75-100%
Establishing peace and strengthening the mechanism that establish justice and equity	Build effective, accountable and transparent institutions at all levels.	16.6.1 <i>Primary government expenditures as a proportion of original approved budget by sector</i>			
		16.6.2 Proportion of the <i>population satisfied with their last experience of public services.</i> <u>Indicators</u> Steps taken by Parliament to maintain transparency <ul style="list-style-type: none"> • Opening Parliamentary Business and Committee Business to the Media • Publishing Hansard and Committee Reports on the Parliament website • Publishing Committee Schedules on the Parliamentary Website • Open Parliamentary Process • Public outreach programmes • Providing information under the Right to Information Act • Active disclosure of information • Public participation in the parliamentary process 			√ √ √ √ √ √ √
		16.7 Proportion of positions in government agencies compared to the national distributions			
		16.7.2 Proportion of population who believe decision-making is inclusive and responsive, by sex, age, disability and population group <u>Indicators</u> Committees where the Hon. Speaker makes decision on the public policy regime under the leadership of the leaders of political representation in Parliament or of their representatives, viz, <ul style="list-style-type: none"> • Committee on Parliamentary Business • House Committees • Liaison Committee • Committee of Backbenchers 	√ √		√ √

		<p>Administrative Affairs / Secretarial Affairs</p> <ul style="list-style-type: none"> • Between Sectional Heads and employees • With Sectional Heads, Heads of Departments and Top Management • Perhaps, with top management, between employees (between departments) 			<p>√</p> <p>√</p> <p>√</p>
	<p>16.10</p> <p>Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements</p>	<p>16.10.2</p> <p>Constitutional or policy guarantee for public access to information</p> <p><u>Indicators</u></p> <p>Access to information by the public through the Parliament website</p> <p>On request</p> <p>Under the Right to Information Act</p> <p>Through the Library of Parliament</p> <p>Access to documents already compiled for future information needs of users</p> <p>Under the Right to Information Act</p> <p>Public services</p> <p>Research publications</p> <p>Committee reports</p> <p>Other parliamentary publications</p>			<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>

Chapter - 06

Human Resources Profile

The approved cadre for year 2021 and the number of employees currently serving are mentioned below.

Position	Approved cadre				Number of employees currently serving			
	S.G. of Parli.	Hon. Speaker	Hon. Deputy Speaker	Hon. Deputy Chairman of Committees	S.G. of Parli.	Hon. Speaker	Hon. Deputy Speaker	Hon. Deputy Chairman of Committees
Senior level	60	8	5	5	57	8	5	5
Tertiary level	176	0	0	0	134	0	0	0
Secondary level	271	12	6	6	207	12	6	6
Primary level	480	25	10	10	430	25	10	10
Casual / Temporary	8	0	0	0	12	0	0	0
Total (By 31.12. 2021)	995	45	21	21	840	45	21	21

Chapter 07

Compliance Report

No.	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
1	The following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Applicable		
1.4	Stores Advance Accounts	Not Applicable		
1.5	Special Advance Accounts	Not Applicable		
1.6	Others	Not Applicable		
2	Maintenance of books and registers (FR445)/			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		
2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		

2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Complied		
2.11	Register of Counterfoil 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	Not Applicable		Using an improved package instead
4	Preparation of Annual Plans			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		
4.3	The annual Internal Audit plan has been prepared	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			
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	Complied		
6.3	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 No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
7	Audit and Management Committee			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Complied		
8	Asset Management			
8.1	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	Complied		

8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of 12 the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Complied		
8.3	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	Not complied		Measures have been taken to complete in 2022.
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Not complied		Measures have been taken to complete in 2022.
8.5	The disposal of condemn articles had been carried out in terms of FR 772	complied		
9	Vehicle Management			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date	complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not Applicable		
9.3	The vehicle logbooks had been maintained and updated	complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident	Not complied	Due to Covid 19 pandemic	Action will be taken in 2022

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	Not complied	Due to Covid 19 pandemic	Action will be taken in 2022
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	Not Applicable		No Dormant Accounts exists
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	Not Complied		Certain balances can not be recovered yet as legal actions are being taken
13	General Deposit Account			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not Complied	Reminders have been sent to relevant deposit holders	
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		
14.3	The ad-hoc sub imprests had been issued exceeding the limit approved as per F.R. 371	Complied		
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
15	Revenue Account			
15.1	The refunds from the revenue had been made in terms of the regulations	Complied		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Complied		

15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not Applicable		
16	Human Resource Management			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017	Not Applicable		
17	Provision of information to the public			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	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	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18	Implementing citizens charter			
18.1	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	Not Applicable		

18.2	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	Not Applicable		
19	Preparation of the Human Resource Plan			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Not Applicable		
19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programmes and conducting skill development programmes as per paragraph No.6.5 of the aforesaid Circular	Complied		
20	Responses Audit Paras			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		

Auditor General's Report

My No. PIC/A/PAR/FS/2021/01

Date: - 18th July 2022

Secretary General (Chief Accounting Officer)

Parliament

Summary Report of the Auditor General in terms of Section 11 (1) of the National Audit Act No.19 of 2018 on the Financial Statements of the Parliament for the year ended 31 December 2021

1. Financial Statements

1.1 Qualified Opinion

The audit of the financial statements of the Parliament for the year ended 31st December 2021 comprising the statement of financial position as at 31st December 2021 and the statement of financial performance and the cash flow statement for the year then ended was carried out under my direction in pursuance of the provisions made in Article 154 (1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with the provisions of the National Audit Act No.19 of 2018. This Report includes my opinions and observations on this financial statement that were referred to Parliament in terms of section 11 (1) of the National Audit Act No.19 of 2018. The Auditor General's Report to be submitted in pursuance of the provisions in Article 154 (6) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with the provisions in section 10 of the National Audit Act No.19 of 2018 will be tabled in Parliament in due course.

I am of the opinion, that the financial position of the Parliament as at 31st December 2021 and its financial performance and cash flows for the then ended year reflect its true and fair position from the financial statements according to the generally accepted accounting policies.

1.2 Basis for Qualified Opinion

I carried out my audit in accordance with the Sri Lanka Auditing Standards (SLAuSs). My responsibilities falling under those standards are further described in the section of Auditor's Responsibilities for the audit of the financial statement in my report. I believe that the audit evidence that I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

1.3 Responsibilities of the Chief Accounting Officer

The Chief Accounting Officer is responsible for the preparation of financial statements that give a true and fair view in accordance with the generally accepted Accounting Principles and in terms of section 38 of the National Audit Act No 19 of 2018 for such internal control as management determined is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

As per Section 16 (1) of the National Audit Act No.19 of 2018, it is the responsibility of the Parliament to maintain proper books and records of all its income and expenditure and assets and liabilities in order to enable it to prepare annual and periodic financial statements that have to be prepared by it.

Accounting Officer should ensure that an effective internal control system is developed and maintained in terms of Sub-Section 38 (1) (c) of the National Audit Act, and make necessary changes to carry out a review from time to time on the effectiveness of such system and maintain it accordingly as an expedient mechanism.

1.4 Auditor's Responsibility on Audit of Financial Statement

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

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

- Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, design and perform audit procedures to 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 an error, as the fraud may involve collusion, fake, deliberate omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the internal control.

- Evaluate transactions and events that are based for structure and content of the financial statements which include disclosure whether they are included in the financial statement in a fair and appropriate manner.
- Evaluate the total 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 achieve fair presentation.

I brought the important audit findings, major weakness of internal control and other matters been identified during my audit into the notice of the Chief Accounting Officer.

1.5 Report on Other Legal Requirements

A statement is given by me on the following matters in terms of section 6 (1) (d) of the National Audit Act No.19 of 2018.

- (a) Statement of finance is conformity with the previous year's statement of finance.
- (b) Observations made by me on the statement of finance relevant to the previous year had been implemented.

2. Financial Review

2.1. Expenditure control

(a) Saving of Funds

Though the annual expenditure estimate has to be prepared by assessing correct expenditure according financial regulation No.50

- (i) Total Rs.22,000,000 allocated for expenditure head No.01-1102, 02-1102 and 03-2001 had not been fully utilized.
- (ii) Rs.216,459,920 had been saved out of net provision of total Rs.405,171,095 that had been made for 09 capital expenditure heads and 13 recurrent expenditure heads and such saving represented a range from 25 percent to 99.5 percent of the net provision of the relevant expenditure heads.

2.2. Reaching Agreements on Obligations and Liabilities

The following observations are made.

- (a) Rs.18,968,618 of liability not included in treasury computer print CA82 and note (iii) of financial statements for the year under review as liability had been settled in 2022.
- (b) Rs.924,217 and Rs.10,106,236 of liabilities respectively included and not included in note (iii) of the financial statements for the year under review had not been under note (iv) of the reaching agreements on liability statements according to FR 94 (2) and (3).

3. Operational Review

3.1. Performance

During the period from 01 January 2021 to 31 December 2021, 86 sessions of Parliament were held and the Legislative Services Department, which has a leading contribution to fulfill the main objectives of the Parliament, is shown below.

(a) Passing of Bills

During the year under review, 30 out of 33 government bill gazettes received by the parliament had been adopted and 48 out of 50 individual member bill gazettes submitted to the parliament had been printed.

(b) Conducting Ministerial Advisory Committees

During the year under review, 73 meetings were held for 30 Ministerial Advisory Committees.

(c) Committee on Public Accounts

During the year under review, the Committee on Public Accounts proposed to investigate 50 reports of the Auditor General, out of which 34 reports were subjected to investigation and 03 committee reports were tabled in Parliament.

(d) Committee on Public Enterprises

During the year under review, the progress of calling institutions and projects before the committee by the Committee on Public Enterprises had decreased to 80.7 percent and the reasons for this were the Covid-19 epidemic situation and the requests made by the institution to postpone their calls.

(e) Committee on Public Petition

The Committee had held 22 meetings during the year and considered 150 petitions as 129 petitions received in 2020 and 21 petitions received in the year under review.

3.2. Planning

Procurement Plan

The procurement plan prepared for the reviewed year was revised on 28 April 2021, but 12 tasks with an estimated cost of Rs. 20,954,882 were not included in the year's procurement plan.

3.3. Failure to perform duties

In the revised procurement plan for the year under review for 15 tasks, allocated Rs. 239,964,070 allocated for 10 works included in the total estimated cost of Rs. 176,600,000 of procurement had not been accomplished.

3.4. Delays in Implementation of Projects

Although 04 procurement works worth of Rs. 29,310,000 included in the procurement plan of the reviewed year were proposed to be completed during the reviewed year, less than 50 percent of the work had been completed.

3.5. Losses and damages

During the year under review, there was a total loss of Rs.6,099,734 due to the damage caused to the CCTV cameras and accessories and cooling water pipes of the air conditioning system. The following observations are made.

- (a) A new closed security camera system was completed and handed over to the Parliament on 9 October 2020 at a cost of Rs.99,327,718 for the security and internal control needs of the Parliament and the said camera system had two accidents during the year under review. The following observations are made.
 - (i) An amount of Rs.1,058,945 had been spent for resetting the CCTV cameras at Gate No. 01 and at the Nuga Sevana entrance which were damaged on 11 August 2021.
 - (ii) A sum of Rs.3,787,717 for resetting the CCTV cameras at Gate No. 01 and Nuga Sevana entrance damaged by lightning on 01 October 2021 and Rs.386,460 for the repair and purchase of computers and accessories of the Coordination Engineering Department. 4,105,177 rupees had been estimated.

- (b) On 29 November 2021, a pipe of the main piping system related to the central air conditioning system and its accessories and parts were damaged and it cost Rs. 825,612 to repair and the amount was not covered by the insurance.

3.6. Assets Management

According to serial No.6 of the 11.1 para of Public Finance Circular No. 01/2020 dated 20 August 2020, the board of survey has not been updated and the work has not been completed and forwarded to the Auditor General.

3.7. Unresolved Audit Paras

No.JPA/D/PAR/FS/2020/01 and "Trade and Investment Circular No. 2018/01 dated 15 February 2018 regarding the scheme of granting motor vehicle licenses on a concessional basis" in paragraph 3.4 of the Auditor General's summary report of the year 2020 dated 05 July 2021 Contrary to paragraph 1.2 of the Circular and letter No. TIP/SS/01/84 dated 25 April 2019 issued by the Director General of the Department of Trade and Investment Policy to the Parliamentary Secretary, a senior level executive position in the Parliament Secretariat does not have six years of active service. A formal approval regarding the issuance of concessional motor vehicle licenses to three officials has not been submitted to the audit so far.

4. Good Governance

4.1. Audit and Management Committee

During the year under review, the minimum number of Audit and Management Committees were not held or no action was taken to do so.

5. Human Resources Management

The following observations are made.

- (a) As at 31 December 2021 estimated staff was 1082 and actual staff was 927 so there were 159 vacancies and 4 redundancies. Accordingly, there was a vacancy of 14 percent of the total staff.
- (b) The approved number of employees on casual/contract basis was 08 and the actual number was 12. 04 employees were hired on casual/contract basis in excess of the approved number of employees.

M. Somatilaka
Deputy Auditor General
For Auditor General

