



ACTION PLAN

2024

Department of State Accounts

**Ministry of Finance, Economic
Stabilization and National Policies**

General Treasury

Colombo 01

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01. About the Department

1.1 Our Vision

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

1.2 Our Mission

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

1.3 Policy

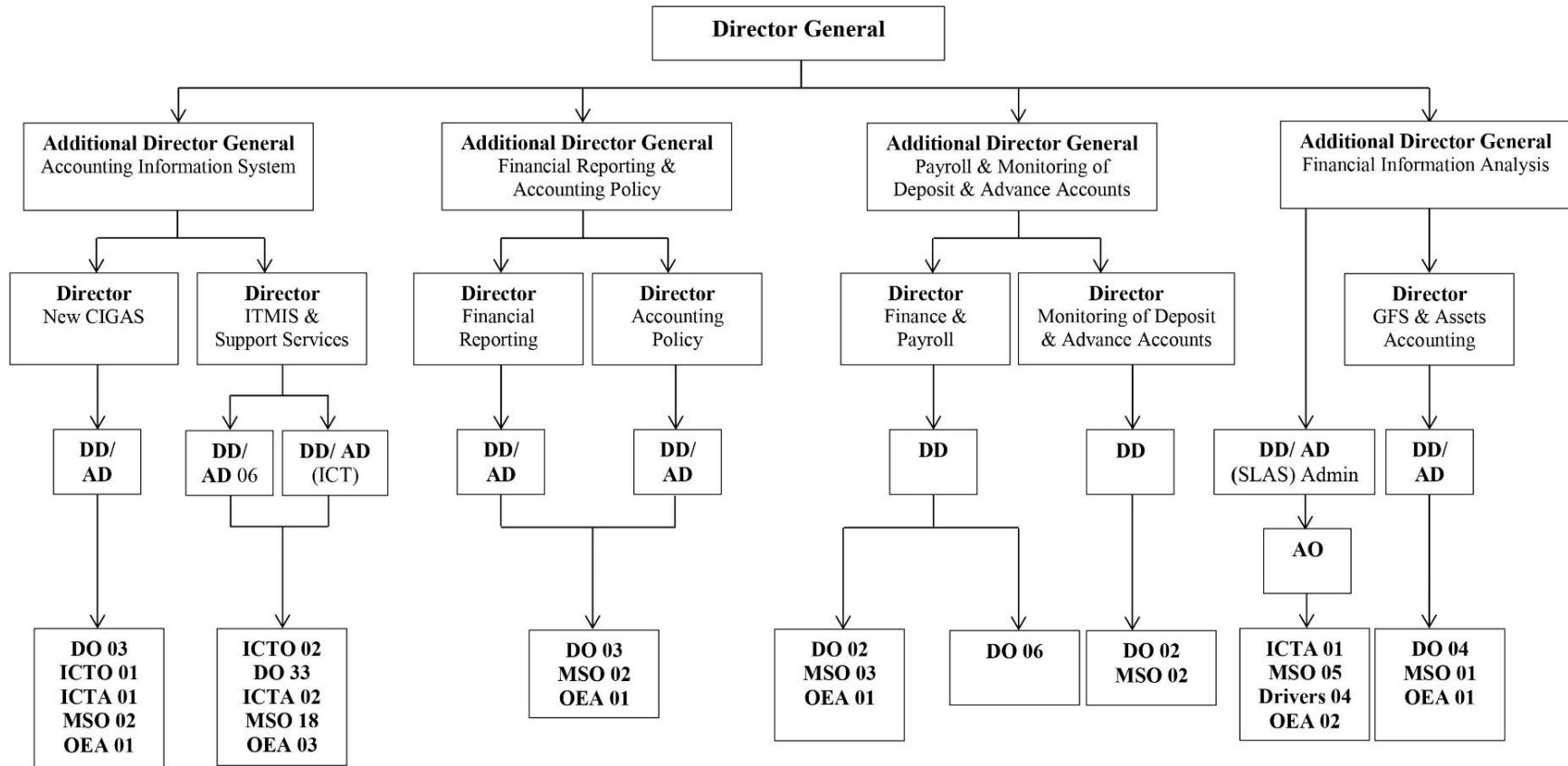
Timely provision of comparative, comprehensive and integrated public financial information based on National and International Standards and best practices.

1.4 Strategies

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

9. Facilitate the Procurement to the Government Organizations through Crown Agents, payment of pensions on behalf of other Governments and Management of Mutual Guarantee Association.

1.5 Organization Structure



1.6 Cadre Details

	<u>Position</u>	<u>Service</u>	<u>Salary Scale</u>	<u>Approved Cadre</u>	<u>Existing Cadre</u>	<u>Vacant</u>
1	Director General	SLAcS	SL-3	01	01	-
2	Additional Director General	SLAcS	SL-3	03	02	01
3	Additional Director General	SLPS	SL-3	01	01	-
4	Director	SLAcS	SL-1	07	06	01
5	Dy. / Asst. Director	SLAcS	SL-1	12	03	09
6	Dy. / Asst. Director	SLAS	SL-1	01	-	01
7	Dy. / Asst. Director	ICT	SL-1	01	01	-
8	Administrative Officer	MSO(Sp)	MN-7	01	01	-
9	Information & Comm. Tech. Officer	ICTO	MN-6	03	01	02
10	Development Officer	DO	MN-4	53	46	07
11	Management Services Officer	MSO	MN-2	33	16	17
12	Information & Comm. Tech. Assistant	ICTA	MT-1	04	03	01
13	Driver	Driver	PL-3	04	03	01
14	Office Employee Assistant	OEA	PL-1	09	07	02
	Total Cadre			133	91	42

02. Action Plan–Year 2024

Strategy No.	Proposed Activity	Allocation (Rs.'000)*	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s	
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
1, 2, ∞	1. Providing financial information to the Central Government Institutions.	56,400,123.41												Accounting Information System Division	ADG (Acting) / Director / DD/AD	
	1.1 Upload Treasury Accounting Statements for the month of December 2023 in to New CIGAS & ITMIS accounting system.		01.01.2024	12.02.2024					100	-	-	-	No. of Accounting summaries uploaded.			
	1.2 Upload Treasury Accounting Statements for the year 2024 in to New CIGAS & ITMIS accounting system.		01.01.2024	31.12.2024					25	50	75	100	No. of Accounting summaries uploaded.			
1, 2, 3, 7, 8	2. Providing monthly Financial information.															
	2.1 Providing monthly financial information to Central Bank of Sri Lanka (CBSL), Department of Census & Statistics etc.		01.01.2024	31.12.2024					25	50	75	100	No. of Reports Provided on time.			
	2.2 Providing historical financial information as requested by organizations.		01.01.2024	31.12.2024					25	50	75	100	No. of Reports provided.			

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
1, 2, 7, 8	3. Implementation of the ITMIS program in all Central Government Ministries, Departments and District Secretariats.	56,400,123.41												Accounting Information System Division	ADG (Acting) / Director / DD/AD
	3.1 Implement and monitor ITMIS Program.		01.01.2024	31.12.2024					25	50	75	100	No. of Institutions added to the system.		
	3.2 Managing workflow information of the institutions.		01.01.2024	31.12.2024					25	50	75	100	No. of Institutions facilitated.		
	3.3 Organizing and Conducting training sessions.		01.01.2024	31.12.2024					70	80	90	100	No. of training sessions conducted and No. of officers trained.		
	3.4 Resolving issues & coordinating.		01.01.2024	31.12.2024					25	50	75	100	No. of issues resolved		
	3.5 Coordination and monitoring of the ITMIS system with service providers.		01.01.2024	31.12.2024					25	50	75	100	No. of meetings conducted.		
	3.6 Monthly reconciliations of ITMIS information with CIGAS.		01.01.2024	31.12.2024					25	50	75	100	No. of Institutions reconciled.		

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
1, 2, 7, 8	4. Continuous development and implementation of New CIGAS program.	56,400,123.41												Accounting Information System Division	ADG (Acting) / Director / DD/AD
	4.1 Continuous development of the CIGAS accounting system according to the new requirements of users.		01.01.2024	31.12.2024					20	50	75	100	No. of new developments.		
	4.2 Resolve the reported issues.		01.01.2024	31.12.2024					20	50	75	100	No. of issues resolved on time.		
	4.3 Implementation of New CIGAS to the foreign Missions.		01.01.2024	31.12.2024					20	50	75	100	No. of missions covered.		
	4.4 Assisting users to provide error free monthly summaries.		01.01.2024	31.12.2024					20	50	75	100	No. of summaries received without errors.		
	4.5 Conducting training programs.		01.01.2024	31.12.2024					20	50	75	100	No. of training programs conducted and No. of officers trained.		
	4.6 Further development of the CIGAS interface/web application to generate new reports.		01.01.2024	31.12.2024					20	50	75	100	No. of new reports generated.		
	4.7 Development of integrated accounting system to bring all Provincial Councils accounting system to the single platform.		01.01.2024	31.12.2024					20	50	75	100	No. of PCs brought into the existing single platform.		

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s	
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
1, 2, 6, 7, 8	5. Update, Rectify and Reconcile of financial information.	44,971,280.15												Financial Reporting & Accounting Policy Division	ADG/ Director / DD/AD	
	5.1 Monthly updating annual budgetary allocation based on F.R. 66 transfer and additional allocation.		01.01.2024	31.12.2024					25	50	75	100	No. of FR transfers and Additional allocation recorded.			
	5.2 Reconciliation and monitoring of expenditure and revenue information.		01.01.2024	31.12.2024					25	50	75	100	No. of reconciliations completed.			
	5.3 Open & Maintain Main Ledger Accounts.		01.01.2024	31.12.2024					25	50	75	100	No. of Main Ledger Accounts opened.			
	5.4 Rectify accounting errors in financial reporting data & provide necessary guidance to correct them.		01.01.2024	31.12.2024					25	50	75	100	No. of accounting deficiencies rectified. No. of guidance provided to correct deficiencies.			
1, 2	6. Prepare annual financial statements.															
	6.1 Preparation & submission of Government Financial Statements to Auditor General (AG) according to Audit Act, No. 19 of 2018.		01.01.2024	31.03.2024									100	-	-	-

Strategy No.	Proposed Activity	Allocation * (Rs.'000)	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Targets (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	6.2 Submission of answers for the Audit Queries raised by AG regarding Government Annual Financial Statements.	44,971,280.15	01.04.2024	31.12.2024					-	60	80	100	No. of Audit queries answered on time.	Financial Reporting & Accounting Policy Division	ADG/ Director / DD/AD
	6.3 Provide Audited Financial Statements and AG's opinion to be included in Annual Report of the Ministry of Finance.		01.04.2024	31.05.2024					-	100	-	-	Provide information on time.		
	6.4 Analysis of Audited Annual Financial Statements.		01.01.2024	31.12.2024					25	50	75	100	No. of Audited Financial Statements analyzed.		
	6.5 Formulate & issue policies, guidelines and circulars in order to improve financial reporting system of the country.		01.01.2024	31.12.2024					25	50	75	100	No. of policies, guidelines & circulars issued.		
	6.6 Provide required guidance and clarifications for accounting issues.		01.01.2024	31.12.2024					On demand				No. of guidance/clarifications provided.		
	6.7 Reconcile and make necessary adjustments to ensure that non-financial assets are properly accounted.		01.01.2024	31.12.2024					15	65	90	100	No. of reconciliations completed & adjustments made.		

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
2, 6	7. Process of transforming Government Accounting System from Modified Cash basis to modified Accrual basis.	44,971,280.15											Financial Reporting & Accounting Policy Division	ADG/ Director / DD/AD	
	7.1 Identification and accounting of non-financial assets.		01.01.2024	31.12.2024					25	50	75	100			Value of Non-financial assets accounted.
	7.2 Preparation of Financial Statements based on the drafted interim framework and observations of AG.		01.01.2024	31.12.2024					10	25	75	100			Prepare Financial Statement based on drafted interim framework.
1, 2, 7	8. Maintenance of Advance Accounts on behalf of Central Government.	27,176,614.95											Payroll & Monitoring of Deposit & Advance Accounts	ADG/ Director / DD/AD	
	8.1 Operating of Treasury Miscellaneous Advance Accounts.		01.01.2024	31.12.2024					25	50	75	100			Maintaining authorized limits.
	8.2 Operating of advance payment on behalf of other governments.		01.01.2024	31.12.2024					25	50	75	100			Maintaining authorized limits.

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
6, 9	8.3 Preparation of annual reconciliation Statements of Miscellaneous advance accounts.	27,176,614.95	01.01.2024	29.02.2024					100	-	-	-	Preparation of reconciliation statements by due date.	Payroll & Monitoring of Deposit & Advance Accounts	ADG/ Director / DD/AD
	8.4 Providing necessary instructions to close inactive Advance Accounts.		01.01.2024	31.12.2024					25	50	75	100	No. of Institutions instructed.		
	9. Management of Public Service Mutual Guarantee Association.														
	9.1 Issuance of surety certificates.		01.01.2024	31.12.2024					25	50	75	100	No. of Surety Certificates issued.		
	9.2 Collecting of Outstanding membership fees.		01.01.2024	31.12.2024					25	50	75	100	Amount of outstanding membership fees collected.		
	9.3 Cancellation of surety certificates and Releasing the membership fees.		01.01.2024	31.12.2024					25	50	75	100	Value of membership fee released.		
	9.4 Preparation of annual accounts.		01.01.2024	30.06.2024					50	100	-	-	Preparation of annual account on due date.		

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
1, 2, 6, 7	10. Monitoring Deposit Accounts.	27,176,614.95													
	10.1 Obtaining the deposit account reconciliation statements and age analysis reports from the Ministries, Departments and other institutions.		01.01.2024	30.06.2024					75	100	-	-	No. of collected Annual Reconciliation Statements on due date.		
	10.2 Reconciliation of deposit account balances with treasury books and follow-up.		01.01.2024	31.12.2024					40	75	90	100	No. of deposit account balances correctly reconciled.		
	10.3 Opening of new deposit accounts request of relevant Institutions.		01.01.2024	31.12.2024					25	50	75	100	No. of new deposit accounts opened.		
	10.4 Inactivation of old deposit accounts at the request of relevant Institutions.		01.01.2024	31.12.2024				25	50	75	100	No. of inactivated deposit accounts.			

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
1, 2, 6, 7	11. Providing guidance and technical support to maintain accurate Public Officers' Advance "B" Account.	27,176,614.95												Payroll & Monitoring of Deposit & Advance Accounts	ADG/ Director / DD/AD
	11.1 Collection of the annual reconciliation statements.		01.01.2024	30.06.2024					75	100	-	-	No. of collected Annual Reconciliation Statements on due date.		
	11.2 Comparing the annual reconciliation reports with the treasury books and follow up.		29.02.2024	31.12.2024					25	50	75	100	No. of reports correctly reconciled. No. of follow up actions.		
	11.3 Ensuring that the loan balances are settle in case of reshuffling of Ministries.		01.01.2024	31.12.2024					25	50	75	100	No. of balances settled correctly.		
	11.4 Closing inactive accounts and providing necessary guidance and technical advice for accounting errors and issues.		01.01.2024	31.12.2024					25	50	75	100	No. of inactive accounts closed. No. of guidance and technical advice provided.		
8	12. Assist in valuation and accounting for Lands & Buildings possessed by the Central Government.	31,301,981.49											Financial Information Analysis Division	ADG/ Director / DD/AD	
	12.1 Co-ordinate the valuation process and the accounting process.		01.01.2024	31.12.2024					25	50	75	100			No. of valuation reports received.

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
3,8	13. Assist to implement Government Finance Statistics (GFS) Manual 2014.	31,301,981.49													
	13.1 Preparation of Operations Manual.		01.01.2024	29.02.2024					100	-	-	-	Drafted operational manual on due date.		
	13.2 Compilation of Budgetary Central Government (BCG) GFS for 2023.		01.02.2024	31.03.2024					100	-	-	-	Completed on time.		
	13.3 Compile annual GFS for nine Provinces for financial year (FY) 2023.		01.04.2024	31.08.2024					-	50	100	-	Completed on time.		
	13.4 Compile annual GFS for Extra Budgetary units (EBUs) for FY 2023 as a trial run on selected sample.		01.04.2024	31.12.2024					-	50	75	100	Completed trial run at the end of the year.		
9	14. Maintain & Co-ordinate the Crown Agent Account.														
	14.1 Operate Crown Agent account in order to procure goods on behalf of the Government agencies.		01.01.2024	31.12.2024						25	50	75	100	No. of indents opened as requested.	

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
8	15. Assisting Committee on Public Accounts (COPA).	31,301,981.49											Financial Information Analysis Division	ADG/ Director / DD/AD	
	15.1 Represent and assist COPA and coordinate COPA matters.		01.01.2024	31.12.2024					25	50	75	100			No. of COPA meetings attended and No. of reports provided.
8	16. Collecting and Reporting monthly data of nine PCs.														
	16.1 Collecting monthly data to be included in Government Financial Statements.		01.01.2024	31.12.2024					25	50	75	100			Collecting and Providing information on time.
5, 8	17. Financial Management.	27,176,614.95											Finance & Payroll Division	ADG/ Director / DD/AD	
	17.1 Preparation of Delegation of Authority under F.R. 135.		01.01.2024	01.01.2024					100	-	-	-			Submission of Delegation of Financial Authority for relevant officers and authorities on time.

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	17.2 Preparation of Annual Statements. 17.2.1 Annual Financial Statements – 2023. 17.2.2 Annual Reconciliation Statement of Advance to Public Officers 17.2.3 Annual Reconciliation Statement of Deposit and Age analysis report	27,176,614.95	01.01.2024	29.02.2024					100	-	-	-	Submission of reports on due date.	Finance & Payroll Division	ADG/ Director / DD/AD
	17.3 Conducting of Annual Board of Survey – 2023 according to F.R. & PFD Circular		01.01.2024	31.03.2024					100	-	-	-	Completion of annual board of survey on due dates.		
	17.4.1 Maintenance of Ledgers, recording and reconciliation daily transaction through CIGAS and ITMIS. 17.4.2 Reconciling of Departmental Books with Treasury Accounting Statements.		01.01.2024	31.12.2024					25	50	75	100	Maintain Zero differences between New CIGAS and ITMIS Monthly. Maintain Zero differences between Departmental Books and Treasury Accounting Statements.		
	17.5 Payment of monthly salaries.		Monthly						25	50	75	100	Paying monthly salaries on due date.		

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	17.6 Preparation and submissions of Monthly Accounts Summary.	27,176,614.95	Monthly						25	50	75	100	Submission of monthly accounts summaries before due date.	Finance & Payroll Division	ADG/ Director / DD/AD
	17.7 Preparation of Monthly Bank Reconciliation Statements.		Monthly						25	50	75	100	Preparation of Monthly Bank Reconciliation Statement before 15 th of the following month.		
	17.8 Replying to the Audit queries.		01.01.2024	31.12.2024					25	50	75	100	Sending replies to Auditor General on due date.		
	17.9 Closing Accounts – 2024 according to Department of State Accounts & Department of Treasury Operation Guidelines.		31.12.2024	31.12.2024					-	-	-	100	Closing Accounts on due date.		
	17.10 Preparation of Procurement Plan for the year 2025 according to PFD Circular.		01.11.2024	31.12.2024					-	-	-	100	Submission on due date.		

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s	
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
	17.11 Preparation of Annual Budget Estimate for the year 2025 according to NBD Circular.	27,176,614.95	01.07.2024	30.09.2024					-	-	100	-	Preparation and Submission of Budget Estimate before due date.	Finance & Payroll Division	ADG/ Director / DD/AD	
	17.12 Preparation of Annual Imprest Limit – 2025 based on approved budgetary provisions.		01.12.2024	31.12.2024					-	-	-	100	Submission of Approved Imprest Limit – 2025 before the due date.			
	18. Implementation of New e-Payroll software.															
	18.1 Work with the developer and other service providers to resolve the issues presented by e-payroll users.		01.01.2024	31.12.2024					40	75	90	100	No. of issues resolved.			
	18.2 Coordinate with relevant agency and ICTA regarding the further development of payroll software.		01.01.2024	31.12.2024					40	75	90	100	No. of Development Completed.			
	18.3 Implementation of new e-payroll software island wide.		01.01.2024	31.12.2024					25	50	75	100	No. of Organizations Implemented.			

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	19. Maintaining the GPS payroll software and provide supportive services.	27,176,614.95												Finance & Payroll Division	ADG/ Director / DD/AD
	19.1 Issuance of GPS software to Government Institutions as requested.		01.01.2024	31.12.2024					40	75	90	100	No. of GPS Software issued.		
	19.2 Providing the technical support to resolve the problems faced by the use of GPS software.		01.01.2024	31.12.2024					40	75	90	100	No. of technical support provided.		
	19.3 Provide the updated version of GPS Software to support the SLIP remittance of National Insurance Trust Found.		01.01.2024	31.12.2024					25	50	75	100	No. of updated GPS Software issued.		
5	20. General Administration.	31,301,981.49												Administrati on Division	ADG/ Admini strative Officer
	20.1 Maintenance of efficient human resources management system. 20.1.1 Using email to transfer letters/ documents within the Department. 20.1.2 Using one side printed papers for internal activities.		01.01.2024	31.12.2024					25	50	75	100	Reduction of Stationary usage in 10%.		

Strategy No.	Proposed Activity	Allocation (Rs.'000) *	Date of commencement	Date of completion	Financial Target (Rs.'000) Cumulative				Physical Target (%) Cumulative				Output or Indicator	Implementing Agency	Responsible Officer/s
					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4			
	20.2 Conducting training programs and knowledge sharing sessions.	31,301,981.49	01.01.2024	31.12.2024					25	50	75	100	No. of training programs conducted. No. of knowledge sharing sessions completed.	Administration Division	ADG/ Administrative Officer
	20.3 Approval of loans, Over Time and leave of the staff.		01.01.2024	31.12.2024					25	50	75	100	No. of approvals granted.		
	20.4 Updating personal files of the staff including salary increments.		01.01.2024	31.12.2024					25	50	75	100	No. of files updated.		
	20.5 Manage and maintenance of vehicle fleet.		01.01.2024	31.12.2024					25	50	75	100	No. of services provided on time.		
	20.6 Preparation of Performance Report for the year 2023.		01.01.2024	31.05.2024					50	100	-	-	Completion on due date.		
	20.7 Preparation of Annual Action Plan for the year 2025.		01.11.2024	31.12.2024					-	-	-	100	Completion on due date.		

Statement of Monthly/Quarterly Cash Flow as per approved Expenditure Plans for the year 2024

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

	To pay expenditure (with expenditure subject code number)	Cash Requirement for the approved expenditure plans															Rs.' 000	
		January	February	March	1st Qtr Total	April	May	June	2nd Qtr Total	July	August	September	3rd Qtr Total	October	November	December	4th Qtr Total	Grand Total
I	Salaries and allowance (1001 and 1003)	6,852	6,852	6,852	20,555	6,852	6,852	6,852	20,555	6,852	6,852	6,853	20,556	6,853	6,853	6,853	20,558	82,224
	Other Allowances paid with salary(Except object code 1003)	1,355	1,355	1,355	4,065	1,355	1,355	1,355	4,065	1,355	1,355	1,355	4,065	1,355	1,355	1,351	4,061	16,256
II	Overtime and Holiday pay (1002)	91	91	91	273	91	92	92	275	92	92	92	276	92	92	92	276	1,100
III	All other Recurrent Expenditure	1,514	875	940	3,329	1,258	1,533	1,228	4,019	1,218	1,118	1,369	3,705	1,734	2,609	2,798	7,141	18,194
	Total Recurrent	9,812	9,173	9,238	28,222	9,556	9,832	9,527	28,914	9,517	9,417	9,668	28,602	10,034	10,909	11,094	32,036	117,774
IV	Reimbursable Foreign Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
V	Other all Capital Expenses	250	3,650	3,050	6,950	600	200	300	1,100	2,000	200	550	2,750	2,625	12,067	8,808	23,500	34,300
VI	Public Officers Advance Account	300	300	300	900	1,800	300	300	2,400	500	500	500	1,500	500	500	1,200	2,200	7,000
VII	Deposit Accounts	9	-	-	9	8			8	8			8	8			8	33
VIII	Other Advance Accounts	35	35	35	105	35	35	35	105	35	35	30	100	30	30	30	90	400
IX	Crown Agent	38,250	49,220	47,520	134,990	43,500	35,040	30,870	109,410	33,375	35,840	29,380	98,595	45,600	41,310	55,440	142,350	485,345
	Grand Total	48,656	62,378	60,143	171,176	55,499	45,407	41,032	141,937	45,435	45,992	40,128	131,555	58,797	64,816	76,572	200,184	644,852

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

Prepared By: Rullayem

Checked By: [Signature]

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

Chief Financial Officer/Chief Accountant/Director (Finance) - Signature
- Name

[Signature]

- Official Stamp

H.D.H.C. Wijetunge
Deputy Director
Department of State Accounts
General Treasury
Colombo 01

Date - 22.12.2023

Application for Annual Imprest Limits for the Year - 2024

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

Rs. ' 000

Group	Description of Budgetary Provision				Total Provision	Deductions					Total Deductions	Allocation from Other Depts.	Imprest Limit	Revenue Estimate/ Deposits/ Other Collections	Imprest Req. from the Treasury
						Cross Entries	Allocation to Other Depts (TOD/IMP/03)	Allocation to D/Sec (TOD/IMP/03)	Grants to Gov. Institutions	Foreign Aid loan-12					
					(1)	(2)	(3)	(4)	(5)	(6)	2+3+4+5+6=(7)	(8)	1-7+8=(9)	(10)	9-10=(11)
(1)	Programme Services (Recurrent Expenditure)														
	Programme	Salaries(1001-1003)	Other Allowances paid with the salary	Others											
	1	✓ 91,100	✓ 16,256	✓ 18,194	125,550	7,776	-	-	-	-	7,776	-	117,774	-	117,774
	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sub Total -1	✓ 91,100	✓ 16,256	✓ 18,194	✓ 125,550	✓ 7,776	-	-	-	-	7,776	-	117,774	-	117,774
(2)	Programme Services (Capital Expenditure)														
	Programme	Consolidated Fund (11)	F.A. Loan (12)	F.A (13/16)	R.F.A (14/15)										
		D.F (17)	F.A. Loan (12)	D.F (17)	F.A. (13/16)	D.F. (17)	R.F (14/15)								
	1	34,300	-	-	-	-	-	34,300	-	-	-	-	34,300	-	34,300
	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	3	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sub Total -2	34,300	-	-	-	-	-	34,300	-	-	-	-	34,300	-	34,300
(3)	Deposit Account	-	-	-	-	-	-	33	-	-	-	-	33	-	33
(4)	Public officers Advance Account	-	-	-	-	-	-	7,000	-	-	-	-	7,000	-	7,000
(5)	Other Advance Accounts	-	-	-	-	-	-	1,100	-	-	400	-	700	300	400
(6)	Crown Agent	-	-	-	-	-	-	-	-	-	-	485,345	485,345	-	485,345
	Sub Total -3	-	-	-	-	-	-	8,133	-	-	400	-	493,078	300	492,778
	Grand Total (1+2+3)				167,983	7,776	-	400	-	-	8,176	485,345	645,152	300	644,852

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

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

Prepared By: *Rullakani*
Checked By: *Rullakani*

Chief Financial Officer/Chief Accountant/Director (Finance) - Signature
- Name

Limali

- Official Stamp

E-mail
Telephone No: 011 2 484 730 (1105)
Date: 22.12.2023

H.D.H.C. Wijetunge
Deputy Director
Department of State Accounts
General Treasury
Colombo 01

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

Estimates for Allowance paid with Salary (Except object code 1003) for 2024

Rs.' 000

Type of Allowance	January	February	March	April	May	June	July	August	September	October	November	December	Grand Total
Fuel	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	663.00	8,000.00
Transport	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	6,600.00
Telephone	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	756.00
Housing	-	-	-	-	-	-	-	-	-	-	-	-	-
Property loan Interest	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	900.00
Other													-
Total	1,355.00	1,355.00	1,355.00	1,355.00	1,355.00	1,355.00	1,355.00	1,355.00	1,355.00	1,355.00	1,355.00	1,351.00	16,256.00

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

Chief Financial Officer/Chief Accountant/Director (Finance) - Signature
- Name

Prepared By :- *Rullayen*
Checked By :- *[Signature]*

- Official Stamp

[Signature]
H. D.H.C. Wijetunge
Deputy Director
Department of State Accounts
General Treasury
Colombo 01

Date - 2023.12.22

Procurement Plan for the Year 2024
Department of State Accounts.

Department/Line Agency/Ministry	Procurement Category	Estimated Cost Rs.Mn	Source of Funding	Vote Particulars	Procurement Method (ICB,LIB,LNB NCB,NS,DC)	Level of Authority	Priority status U=Urgent P=Priority N=Normal	Current status of Procurement Preparedness activities	Scheduled Date of Commencement	Scheduled Date of Completion	Remarks
GOODS											
Department of State Accounts	Stationery and Office Requisites	3.50	GOSL	250-1-01-1201	NS/DC	DG/DPC	N	Scheduling Requirements	01.01.2024	31.12.2024	
	Furniture & Office Equipments	6.5	GOSL	250-1-01-2102	NS/DC	DG/DPC	N	Scheduling Requirements	01.01.2024	31.12.2024	
SERVICES											
Department of State Accounts	Cleaning Service to the Department for the Year 2024 & Other Services	1.20	GOSL	250-1-01-1405	NS	DG/DPC	N	In Progress	01.10.2023	01.01.2024	
WORKS											
Department of State Accounts	Repairs to Plant Machinery & Equipment	0.35	GOSL	250-1-01-1302	NS/DC	DG/DPC	N	Scheduling Requirements	01.01.2024	31.12.2024	
		0.10	GOSL	250-1-01-2002							
	Repairs to Vehicles	0.30	GOSL	250-1-01-1301	NS/DC	DG/DPC	N	Scheduling Requirement	01.01.2024	31.12.2024	
		0.20	GOSL	250-1-01-2003							
	Repairs to Buildings & Structures	0.10	GOSL	250-1-01-1303	NS/DC	DG/DPC	N	Scheduling Requirement	01.01.2024	31.12.2024	
		0.10	GOSL	250-1-01-2001				Scheduling Requirement	01.01.2024	31.12.2024	

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

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

Checked by
H.D.H.C. Wijetunga
Deputy Director (Finance) Cov.Up

Recommended by
N.P.A.R. Jayawardane
Additional Director General (Cov. Up)

Approved by
W.A.Samantha Upananda
Director General
Date: 22/12/2023

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