ACTION PLAN – 2023

DEPARTMENT OF PUBLIC ENTERPRISES MINISTRY OF FINANCE, ECONOMIC STABILIZATION AND NATIONAL POLICIES

H= High

M= Medium

Action Plan – 2023

Department of Public Enterprises	3
----------------------------------	---

Objectives	Activities	Responsible Officer/s	Priority	Time Frame	Outputs	Progress
1. Improve Good Governance in Public Enterprises	 1.1 Issuance of guidance and directives to establish financial discipline and good governance of SOEs. Issuance of Guideline for Collective agreements 			1st Quarter to 4 th Quarter	1.1CircularsGuidelinesManuals	
	 1.2 Issue a guideline for the preparation of Administrative Manuals. 1.3 Handling policy matters 1.4 Handling Post privatization issues 1.5 Issues of winding up institutions 1.6 Activities of Under Performing Act 	ADG (P) + ADG(all) + Teams	Η	2 nd Quarter Throughout the Year	 1.2 Manual 1.3 No. of matters handled 1.4 No. of issues handled 1.5 (a) No. of meetings held (b) No. of Cabinet Papers submitted 	

2. Monitoring the Performance of Public Enterprises	 2.1. Monitoring of SOEs plans based on priority monitoring Levels of High, Medium and Low. a) Identification of Main issues of SOEs b) Convene meetings or communication with Board of Directors to discuss issues if required. c) Review Corporate plans, Action plans, Annual Budgets of 2023 and communicate identified issues with SOES where necessary 	ADG (P) Head of SOE monitoring unit		Throughout the Year Throughout the Year	 2.1 a) No of issues identified/Fishbone diagram b) No of meetings held c) No of Plans reviewed
	2.2 Monitor the performances of SOEs periodically]	Н		2.2 a) No of performance reports generated.
	 a)Develop monitoring formats and generate performance reports b) Identify the gaps between the Budgets and Actuals c) Inquire reasons and corrective actions taken. If necessary. 	ADG (All) AD/DD/D		Throughout the Year	b) No of Performance Review reports prepared.
	2.3 Evaluating and Analyzing the Business Proposals if submitted.2.4 Provide observations and comments to		Н	Throughout the year	2.3 Number of proposals evaluated and analyzed2.4 No of observations and

	the cabinet memorandums.		Throughout	comments provided.
		ADG (All)	the Year	
	2.5 SOE issues handling	AD/DD/D		2.5 a) No of letters written
	č			b) No of meetings
				arranged/Minutes
				c) No of Site visit done.
	3.1 Estimation of Levy/Dividends of SOEs			3.1 No of Estimates made
3.Safeguard	considering the Annual Budget and Strategic	ר		and total expected value from
shareholder	Plan and Financial position.			levy and dividends.
interest				
	3.2 Collection of Levy and Dividend 2022			3.2 Amount of collected
				Levy and dividend
				3.3 No of AGMs / EGMs
	3.3 Participating in AGM / EGM	ADG	Throughout	Attended
		(All) H	the Year	Attended
	3.4 Facilitating an effective Audit	AD/DD/D	the rear	3.4 No of communications in
	Monitoring regarding the actions taken by			relating to Audit Issues made.
	SOEs on issues raised by the Auditor General			
	/External Auditors.			
	3.5 Provide Finance minister concurrence for			3.5 No of request letters
	SOEs for Finance Act provisions.			received and No of
			Bi-annual	Concurrence letters sent
	3.6 Granting of approval for major		Di-ainiuai	3.6 No of approved major
	transactions, subject to safeguarding the	ADG (P)		transactions
	Treasury interest.			
	3.7 Conduct Treasury Rep meetings			3.7
	a) T/Rep issue solving meeting		Throughout	a) No of meetings arranged
	b)Awareness program/workshop	ADG (All)	the Year	b) Awareness workshops held
		AD/DD/D		
		• •		3

	 3.8 Guideline of Golden Share Holding Policy for subleasing, Ceding, Assigning & Alienation of RPCs' land 3.9 Arrange Golden Shareholders meetings with representatives of RPCs. 	ADG (A)	Н	2 nd Quarter Throughout the Year	3.8 Prepared Guidelines3.9 No. of meetings organized
	3.10 Statement of Corporate Intent (SCI)				3.10
	a) Identify SOEs to signing of SCI]		Throughout the Year	a) No. of meetings held to review financial statements.
	b) Preparation of SCI agreements		Н		b) No of preparation meetings held to review and
4. Safeguard the Public interest		ADG (All) AD/DD/D			amendments to the Corporate plans, Action plans, Annual Budgets of 2023
	c) Signing of SCI agreements				c) No of SCIs signed with the SOEs
	d) Monitoring of SCI activities, monthly and bi-annually			Monthly and Bi-annually	d) No of SCI agreements monitored monthly and no of Cabinet Memorandums
					submitted to the Cabinet bi- annually
	4.1 Assisting to the COPE				4.1
	a) Prepare reports to COPE on the performance of SOEs which are to be	ADG (All)		Throughout the Year	a) No of COPE reports prepared
	reviewed by the respective COPE meetings b) Attend COPE meetings of relevant	AD/DD/D	Н		b) No of COPE meetings attended
	SOEs				c) No of follow up letters sent

 c) Follow up the implementation of COPE recommendations by SOEs d) Submit PED's observations on COPE reports (Interim and Final) submitted in parliament 4.2 a) Follow up timely submission of Annual Reports in Parliament b) Report cabinet on Annual Reports Late Submission in Parliament c) Follow up the implementation of budget proposals related to SOEs d.3 Follow up the implementation of budget Proposals related to SOEs d.4.4 Preparation of Financial Statements and Public officers Advance B Account d.5 Preparation and timely submission of Account d.5 Preparation and timely submission of Performance Report of 2022. d.6 Preparation of the chapter on SOBEs for the MOF Annual Report 2022 					1) 33 71 - 1 - 1
d) Submit PED's observations on COPE reports (Interim and Final) submitted in parliament 4.2 a) No of observation written on Annual Reports submitted to cabinet 4.2. a) Follow up timely submission of Annual Reports in Parliament ADG (All) AD/DD/D M Throughout the year. b) Report cabinet on Annual Reports Late Submission in Parliament ADG (All) AD/DD/D M End of the year. 4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) AD/DD/D H H 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 4.4 Timely submission of the chapter 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter 4.6 Preparation of the chapter on SOBEs for H End of End of the year. 4.6 Timely submission of the chapter	· · · ·				· •
reports (Interim and Final) submitted in parliament4.2 a) No of observation written on Annual Reports submitted to cabinet4.2 a) Follow up timely submission of Annual Reports in ParliamentADG (All) AD/DD/DThroughout the year.4.2 a) No of observation written on Annual Reports submitted to cabinetb) Report cabinet on Annual Reports Late Submission in ParliamentADG (All) AD/DD/DEnd of the year5.2 a) No of implemented proposals4.3 Follow up the implementation of budget proposals related to SOEsADG (All) AD/DD/DThroughout H4.3 a) No of Follow up meetings arranged4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)Before 28 th of February 20234.4 Timely submission of hubic officers Advance B Account 2022 to relevant authorities4.5 Preparation and timely submission of Performance Report of 2022.ADG (P) ADG (P)31 th May 20234.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forADG (P)S1 th May 20234.6 Timely submission of the chapter.	COPE recommendations by SOEs				submitted
in parliament4.2a) No of observation written on Annual Reports submitted to cabinet4.2 a) Follow up timely submission of Annual Reports in ParliamentADG (All) AD/DD/DThroughout the year.a) No of biservation written on Annual Reports submitted to cabinetb) Report cabinet on Annual Reports Late Submission in ParliamentADG (All) AD/DD/DMEnd of the year4.3 Follow up the implementation of budget proposals related to SOEsADG (All) AD/DD/DHEnd of the year4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)HBefore 28th of Februar 20234.4 Timely submission of Financial Statements and Public officers Advance B Account 2022 to relevant authorities4.5 Preparation and timely submission of Performance Report of 2022.ADG (P) ADG (P)AI 31^{st} May 20234.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forH 31^{st} May 20234.6 Timely submission of the chapter.	d) Submit PED's observations on COPI	E			
In parlamenta) No of observation written on Annual Reports submitsion of Annual Reports in Parliamenta) No of observation written on Annual Reports submitted to cabinet4.2 a) Follow up timely submission of Annual Reports in ParliamentADG (All) AD/DD/DThroughout the year.b) Cabinet memo on Annual Reports delay Submission in Parliamentb) Report cabinet on Annual Reports Late Submission in ParliamentADG (All) AD/DD/DEnd of the yearb) Cabinet memo on Annual Reports delay Submission in Parliament4.3 Follow up the implementation of budget proposals related to SOEsADG (All) AD/DD/DThroughout the year.A.3 a) No of Follow up meetings arranged4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)Before 28 th of February 20234.4 Timely submission of Financial Statements and Public officers Advance B Account 2022 to relevant authorities4.5 Preparation and timely submission of Performance Report of 2022.ADG (P) ADG (P)31 st May 20234.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forHEnd of5.1 Timely submission of the chapter.	1 1	d b			4.2
4.2 a) Follow up timely submission of Annual Reports in Parliament ADG (All) AD/DD/D M Throughout the year. Annual Reports submitted to cabinet b) Report cabinet on Annual Reports Late Submission in Parliament ADG (All) AD/DD/D M End of the year. End of the year. End of the year. 4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) AD/DD/D H Throughout the year. Throughout the year. A.3 a) No of implemented proposals 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 4.4 Timely submission of Financial Statements and Public officers Advance B Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H H 31 st May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H H End of End of	in parliament				
4.2 a) Follow up timely submission of Annual Reports in Parliament ADG (All) AD/D/D Throughout the year. cabinet b) Report cabinet on Annual Reports Late Submission in Parliament ADG (All) AD/D/D M End of the year b) Cabinet memo on Annual Reports delay Submission in Parliament 4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) AD/D/D H End of the year 3) No of implemented proposals 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 4.4 Timely submission of Financial Statements and Public officers Advance B Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) 4.6 Finappaties of the chapter. 31 st May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H H 31 st May 2023 4.6 Timely submission of the chapter.					<i>,</i>
4.2 a) Follow up thirdy submission of Annual Reports in Parliament Index only AD/DD/D M the year. b) Cabinet memo on Annual Reports delay Submission in Parliament b) Report cabinet on Annual Reports Late Submission in Parliament ADG (All) AD/DD/D M End of the year b) Cabinet memo on Annual Reports delay Submission in Parliament 4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) AD/DD/D H 4.3 a) No of implemented proposals b) No of Follow up meetings arranged 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 4.4 Timely submission of Financial Statements and Public Officers Advance B Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) 31 ^{sh} May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H End of 4.6 Timely submission of the chapter.				Throughout	-
ADD D/D M b) Cabinet memo on Annual Reports delay Submission in Parliament b) Report cabinet on Annual Reports Late Submission in Parliament ADG (All) End of the year 4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) H 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) Throughout the year. 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H Before 28 th of February 2023 4.6 Preparation of the chapter on SOBEs for ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for				0	cabillet
b) Report cabinet on Annual Reports Late ADG (All) End of the Reports delay Submission in b) Report cabinet on Annual Reports Late ADG (All) End of the Parliament 4.3 Follow up the implementation of budget H Follow up the implementation of budget ADG (All) 4.4 Preparation of Financial Statements and ADG (S) Throughout H 4.4 Timely submission of 4.4 Preparation of Financial Statements and ADG (S) H Before 28 th Account 2022 to relevant 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 4.6 Timely submission of the chapter on SOBEs for	Reports in Parliament	AD/DD/D ل	М	the year.	b) Cabinet memo on Annual
b) Report cabinet on Annual Reports Late ADG (All) End of the Parliament 4.3 Follow up the implementation of budget ADG (All) H 4.3 a) No of implemented 4.3 Follow up the implementation of budget ADG (All) Throughout b) No of Follow up meetings arranged 4.4 Preparation of Financial Statements and ADG (S) H Before 28 th 4.4 Timely submission of Public officers Advance B Account ADG (P) H Before 28 th 4.5 Timely submission of the chapter on SOBEs for 4.6 Preparation of the chapter on SOBEs for ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter.			IVI		,
b) Report cabinet on Annual Reports LateADG (All)End of the yearSubmission in ParliamentAD/DD/DH4.34.3 Follow up the implementation of budget proposals related to SOEsADG (All) AD/DD/DThroughout the year.a) No of implemented proposals b) No of Follow up meetings arranged4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)Throughout the year.4.4 Timely submission of Financial Statements and Public Officers Advance B Account4.5 Preparation and timely submission of Performance Report of 2022.ADG (P) HADG (P)31st May 20234.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forHEnd ofEnd of					1 P
4.3 Follow up the implementation of budget proposals related to SOEsADG (All) AD/DD/DH4.3 a) No of implemented proposals b) No of Follow up meetings arranged4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)Before 28 th of February 20234.4 Timely submission of Financial Statements and Public Officers Advance B Account 2022 to relevant authorities4.5 Preparation and timely submission of Performance Report of 2022.ADG (P) ADG (P)31 st May 20234.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forHEnd of4.6 Timely submission of the chapter.				End of the	
4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) AD/DD/D Throughout the year. No of implemented proposals b) No of Follow up meetings arranged 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 4.4 Timely submission of Financial Statements and Public Officers Advance B Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H End of End of End of	Submission in Parliament	AD/DD/D		year	
4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) AD/DD/D Throughout the year. proposals b) No of Follow up meetings arranged 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 4.4 Timely submission of Financial Statements and Public Officers Advance B Account 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for			Η		4.3
4.3 Follow up the implementation of budget proposals related to SOEs ADG (All) AD/DD/D Throughout the year. b) No of Follow up meetings arranged 4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 4.4 Timely submission of Financial Statements and Public Officers Advance B Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for					a) No of implemented
4.3 Follow up the implementation of budget proposals related to SOEsADS (M) AD/DD/DHibog (m) the year.meetings arranged4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)Before 28 th of February 20234.4 Timely submission of Financial Statements and Public Officers Advance B Account 2022 to relevant authorities4.5 Preparation and timely submission of Performance Report of 2022.ADG (P)H 31^{st} May 20234.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forHEnd ofEnd ofEnd of					proposals
AD/DD/DAD/DD/Dthe year.meetings arranged4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)HBefore 28 th of February 20234.4 Timely submission of Financial Statements and Public Officers Advance B Account 2022 to relevant authorities4.5 Preparation and timely submission of Performance Report of 2022.ADG (P)H 31^{st} May 20234.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forHEnd ofEnd ofH	4.3 Follow up the implementation of budget	ADG (All)		Throughout	· 1
4.4 Preparation of Financial Statements and Public officers Advance B AccountADG (S) D(F)/AD(F)HBefore 28^{th} of February 2023 4.4 Timely submission of Financial Statements and Public Officers Advance B Account 2022 to relevant authorities4.5 Preparation and timely submission of Performance Report of 2022.ADG (P)H 31^{st} May 2023 4.6 Timely submission of the chapter.4.6 Preparation of the chapter on SOBEs forHEnd ofEnd ofH	1 1 0	· · · ·		U	meetings arranged
4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 Financial Statements and Public Officers Advance B Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H End of End of End of	proposals related to SOLS				
4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 Public Officers Advance B Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for					4.4 Timely submission of
4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H End of End of					Financial Statements and
4.4 Preparation of Financial Statements and Public officers Advance B Account ADG (S) D(F)/AD(F) H Before 28 th of February 2023 Account 2022 to relevant authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) H 31 st May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H End of End of					Public Officers Advance B
Public officers Advance B Account D(F)/AD(F) H of February 2023 authorities 4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) 31 st May 2023 4.6 Timely submission of the chapter. 4.6 Preparation of the chapter on SOBEs for H End of	4.4 Preparation of Financial Statements and	d ADG (S)		Before 28 th	
4.5 Preparation and timely submission of Performance Report of 2022. 4.6 Preparation of the chapter on SOBEs for 4.6 Preparation of the chapter on SOBEs for	÷	. ,		of February	
4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for 4.6 Preparation of the chapter on SOBEs for H End of End of			Н	2023	autionities
4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for 4.6 Preparation of the chapter on SOBEs for H End of End of					4.5 Timely submission of the
4.5 Preparation and timely submission of Performance Report of 2022. ADG (P) 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for 4.6 Preparation of the chapter on SOBEs for H End of End of					•
Performance Report of 2022. ADG (P) 31 st May 2023 4.6 Timely submission of the chapter on SOBEs for 4.6 Preparation of the chapter on SOBEs for H End of					*
H 4.6 Preparation of the chapter on SOBEs for H	- · ·	f			
4.6 Preparation of the chapter on SOBEs for H 2023 chapter.	Performance Report of 2022.	ADG (P)			4.6 Timely submission of the
4.6 Preparation of the chapter on SOBEs for End of			TT	2023	
4.0 Treparation of the chapter on SOBES for		J	Н	End -f	
the MOF Annual Report 2022		r			
	the MOF Annual Report 2022			Iviay	

		Н	2023	4.7 Timely submission of the chapter.
4.7 Preparation of chapter on SOBEs for the Report on Fiscal Management Responsibility Act 2022		Н	Mid July 2023	4.8 Timely submission of the chapter.
4.8 Provide information for CBSL Annual Report	ADG (P)	М	End of March 2023	4.9 Timely submission of the chapter.
4.9 Provide information for CBSL Semi Annual Report		М	End of July 2023	4.10 Timely submission of the chapter
4.10 Provide information for Mid-year Fiscal Position Report	J	М	Mid October 2023	No of Updated Personal Files.
4.11 Update the personal Files of the Staff	ר		٦	No of approved Salary increments.
4.12 Prepare Salary increments of the Staff				No of approved loans
4.13 Granting approvals for staff loans complying with the procedures.	ADG(A), - D(A) AD(A), A.O		Throughout the year.	Updated Leave register
4.14 Update the leave records of the officers	1.0 (11), 11.0			Completed the procurement Plan at the end of the Year
4.15 Prepare the procurement Plan and implement the Plan			J	No of Vehicles in good condition
4.16 Manage the vehicle fleet of the				

dep	partment			All the letters should deliver to	
	_		ן	the relevant Section	
Dep	17 Manage the letters received to the epartment 18 Staff Training	ADG(A), D(A) AD(A), A.O		No of Trainings No of allowances and warrants issued	
4.19 war 4.20 mai	19 All the allowances and Railway arrants request by the Staff		Throughout the year.	Steps that have been taken to correct any shortcoming when they reveal No of Reports sent on due dates	
4.2 proor rela App Adv 4.22	 21 Reporting information relating to the ocess of decision making and accounting lated thereunder (Preparation of opropriation Account, Public Officer's dvance Account etc) 22 Preparation of related records formation and maintenance of them up to 	ADG (S) D(F)/AD(F)		No of Records prepared	
pay 4.24 Esti Exp Pub	 23 Performance of functions relating to yments and receipt 24 Preparation of Estimates (Annual timates of Revenue, Annual Estimates of spenditure, Annual Budget Estimates for ablic Officer's Advance Accounts) 25 Implementation of a proper internal 		2 nd Quarter	No of Estimates prepared and submitted on due dates. Steps that have been taken to correct any shortcoming when they reveal	

 control system 4.26 Assisting the Accounting Officer in accounting matters 4.27 Carrying out functions assigned in relation to accounting activities of affiliated institutions and other functions related to accounting process of the institution in accordance with financial regulations all related rules and regulations and provisions relating to the scope specifically assigned 4.28 Assets Management (Fixed Assets & Stores Related Functions) 	ADG (S) D(F)/AD(F) ADG(A), D(A)	. Throughout the Year	No of Reports sent on due dates	
Internal Audit Division as well as Auditor's General Department related to the significant audit observation revealed in the audit test check carried out in the year under review.	ADG (S) D(F)/AD(F)			