

Report of the Auditor General on Head 174 – Ministry of Rehabilitation and Prison Reforms and the Departments under the Ministry – Year 2014

Paragraphs 1 to 2 of this report contain the general information on the Accounts of the Ministry and the Departments under that Ministry and audit observations on each Expenditure Head appear in paragraph 3 onward.

1. Departments under the Ministry

Head	Department
232	Department of Prisons
326	Department of Community Based Corrections

1.1 Scope of Audit

The audit of the Appropriation Account, Commercial Advance Account and Reconciliation Statements including the financial records, reconciliation statements, books, registers and other records, of the Ministry of Rehabilitation and Prison Reforms and the Departments under the Ministry referred to in paragraph 1 above for the year ended 31 December 2014 were carried out in pursuance of provisions in Article 154 (1) of the Constitution of the Democratic Socialist Republic of Sri Lanka. The Management Audit Reports for the year under review were issued to the Chief Accounting Officer and the Accounting Officer of the Ministry and the Departments on the following dates. The audit observations, comments and findings on the accounts and the reconciliation statements were based on a review of the accounts and reconciliation statements presented to audit and tests of samples of transactions. The scope and extent of such review and tests were such as to enable as wide an audit coverage as possible within the limitations of staff, other resources and time available to me.

Head	Ministry/ Department	Date of Issue of the Management Audit Report
174	Ministry of Rehabilitation and Prison Reforms	30 July 2015
232	Department of Prisons	10 August 2015
326	Department of Community Based Corrections	21 July 2015

1.2 Responsibility of the Chief Accounting Officer and the Accounting Officers for the Accounts and Reconciliation Statements

The Chief Accounting Officer and the Accounting Officers are responsible for the maintenance, preparation and fair presentation of the Appropriation Accounts, Commercial Advance Account and the Reconciliation Statements in accordance with the provisions in Articles 148,149,150 and 152 of the Constitution of the Democratic Socialist Republic of Sri

Lanka, other statutory provisions and Public Financial and Administrative Regulations. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of Accounts and Reconciliations Statements that are free from material misstatements whether due to fraud or error.

2. Accounts

2.1 Appropriation Accounts

Total Provision and Expenditure

The total net provision made for the Ministry and the two Departments under the Ministry amounted to Rs.6,853.10 million and out of that Rs.6,589.83 million had been utilized by the end of the year under review. Accordingly, the savings out of the net provision of the Ministry and the each Department ranged between Rs.8.52 million and Rs. 216.29 million or between 1.11 per cent and 18.0 per cent of the net provision. Details are shown below.

Head	As at 31 December 2014			Servings as a Percentage of Net Provision
	Net Provision	Utilization	Servings	
	Rs.millions	Rs.millions	Rs.millions	
174	765.48	756.96	8.52	1.11
232	5,873.90	5,657.61	216.29	3.68
326	213.72	175.26	38.46	18.00
Total	6,853.10	6,589.83	263.27	3.84

2.2 Advance Accounts

2.2.1 Advances to Public Officers Accounts

Limits Authorized by the Parliament

Limits authorized by the Parliament for the Advances to Public Officers Accounts of the Ministry and 02 Departments under the Ministry and actual values are shown below.

Item No.	Expenditure		Receipts		Debit Balance	
	Maximum Limit	Actual	Minimum Limit	Actual	Maximum Limit	Actual
	Rs.millions	Rs.millions	Rs.millions	Rs.millions	Rs.millions	Rs.millions
17401	4.0	3.4	1.2	1.9	12.0	8.5
23201	120.0	111.6	100.0	104.3	450.0	267.6
32601	9.0	8.9	3.5	4.3	40.0	19.1

2.2.2 Commercial Advance Account

A Commercial Advance Account for Industrial and Agricultural activities had been maintained by the Prisons Department under the Ministry.

(a) Limits Authorized by the Parliament

Limits authorized by the Parliament on Commercial Advance Account and actual values are shown below.

Item No.	Expenditure		Receipts		Debit Balance	
	Maximum Limit	Actual	Minimum Limit	Actual	Maximum Limit	Actual
	Rs. Millions	Rs. Millions	Rs. Millions	Rs. Millions	Rs. Millions	Rs. Millions
23202	75.0	74.8	125.0	131.4	65.0	38.1

(b) Financial Results

Financial Results of the Commercial Advance Account was as follows.

Item No.	Advance Account Activity	Financial Results			
		2014		2013	
		Profit without Hypothetical Charges	Loss with Hypothetical Charges	Profit without Hypothetical Charges	Loss with Hypothetical Charges
		Rs. Millions	Rs. Millions	Rs. Millions	Rs. Millions
23202	Prison Industrial and Agricultural Activity	49.9	10.4	38.0	5.5

2.3 Imprest Accounts

The Imprest balances of the Ministry and 02 Departments under the Ministry as at 31 December 2014 totalled Rs. 29.2 million. Details appear below.

Ministry/Department	Imprest Account No	Balance as at 31 December 2013
-----	-----	-----
		Rs. Millions
Department of Prison	7002/0000/00/0078/0014/000	3.4
- Do -	7002/0000/00/0079/0014/000	10.4
Department of Community Based Corrections	7002/0000/00/0412/0014/000	15.4
Total		29.2
		===

2.4 General Deposits Accounts

The balances of Deposit Account of the Ministry and two Departments under the Ministry as at 31 December 2014 totalled to Rs110.7 million. Details appear below.

Ministry/Department	Deposits Account No.	Balance as at 31 December 2013
-----	-----	-----
		Rs. Millions
Ministry of Rehabilitation and Prison Reforms	6000/0000/00/0015/0180/000	2.1
Prisons Department-		
Security Deposits	6000/0000/00/0001/0016/000	1.0
Tender Deposits	6000/0000/00/0002/0017/000	3.5
Prisoners' Welfare Division	6000/0000/00/0006/0081/000	4.5
Prisoners' Wages and Private Money Account	6000/0000/00/0006/0081/000	4.2
Sundry Deposits Account	6000/0000/00/0015/0112/000	95.2
Department of Community Based Corrections	6000/0000/00/0015/0180/000	0.2
Total		110.7
		=====

2.5 Audit Observation

According to the Financial Records and Books for the year ended 31 December 2014, it was observed that subject to the audit observations appearing in the Management Audit Reports referred to in paragraph 1.1, the Appropriation Accounts, Commercial Advance Account and the Reconciliation Statements of the Ministry and the Departments under the Ministry have been prepared satisfactorily. The material and important observations out of the observations included in those Management Audit Reports appear in paragraph 3 to 5 herein.

3 Head 174 – Ministry of Rehabilitation and Prison Reforms

3.1 Non -maintenance of Registers and Books

It was observed in audit sample checks that following registers had not been maintained and one register had not been updated by the Ministry.

Type of Registers	Relevant Regulation	Observation
-----	-----	-----
(i) Inventory	Financial Regulations 454(1)	Not Maintained
(ii) Register of Liabilities	Financial Regulations 214	Not Maintained
(iii) Register of Losses	Financial Regulations 110	Not Updated

3.2 Replies to Audit Queries

While replies had not been furnished to one audit query issued to the Ministry during the year under review even up to 31 March 2015, and the quantifiable value of transactions relating to that query amounted to Rs.1,295,069.

3.3 Appropriation Account

Budgetary Variance

The following observations are made.

- (a) The entire net provision amounting to Rs.17,000,000 made for 04 objects had been saved.
- (b) As a result of making overprovision for 05 Objects, savings after the utilization of the provisions had ranged between 29 per cent to 87 per cent of the net provision relevant to those Objectives.

3.4 Reconciliation Statement of the Advances to Public Officers Account

In terms of Paragraph 13.6 of Chapter XXIV of the Establishment Code, Festival Advances should be paid once in a year, festival advance had been paid for an officer twice in the year of 2014 contrary to the term, according to the audit sample check of the reconciliation Statement for the Advances to Public Officers Account Item No. 17401 as at 31 December 2014.

3.5 Internal Audit

Although an Internal Audit Unit had been established in the Ministry, copies of internal audit reports had not been furnished to Auditor General having conducted an adequate internal audit in the year 2014.

3.6 Assets Management

Conduct of Annual Board of Survey

Following observations are made.

- (a) Although in terms of the Public Finance Circular No 02/2014 dated 17 October 2014, Annual Board of Survey reports should be submitted to the Auditor General before 17 March 2015, Annual Board of Survey reports had not furnished to audit even by 31 May 2015. The last Annual Board of Survey had been done for the year 2013.
- (b) Action had not been taken to excesses, shortages and other recommendations as per the reports of the Board of Survey for the year 2013 in accordance with the Financial Regulations.

3.7 Human Resources Management

Approved and Actual Cadre

The position of cadre as at 31 December 2014 is given below.

Category of Employees	Approved Cadre	Actual Cadre	Number of Vacancies	Number of Excess
(i) Senior Level	11	09	02	-
(ii) Tertiary Level	02	02	-	-
(iii) Secondary Level	68	43	25	-
(iv) Primary Level	19	18	01	-
(v) Other (Casual/ Temporary/ Contract basis)	-	02	-	02
Total	100	74	28	02

Two casual officers for media unit had been recruited out of the approved cadre.

4. Head 232 - Department of Prisons

4.1 Non -maintenance of Registers and Books

It was observed in audit sample checks that following registers had not been maintained and one register had not been updated by the Department.

Type of Registers	Relevant Regulation	Observation
-----	-----	-----
(i) Register of Fixed Assets	Treasury Circular No. 842 dated 19 December 1978	Not Updated
(ii) Register of Fixed Assets on Computers, Accessories and Software	Treasury Circular No. IAI/2002/02 dated 28 November 2002	Not Maintained
(iii) Register of Fixed Assets for the Commercial Advance Activities.	Financial Regulations 502(2)	Not Updated
(iv) Register of Prison Agriculture, Register of Crops, Register of Cattle, Register of Eggs and Reports of Milk.	Standing Orders No. 910,911,914,915 and 921 of Department of Prison	Not Maintained

4.2 Replies to Audit Queries

While replies had not been furnished to 03 audit queries issued to the Department during the year under review even up to 30 June 2015, and the quantifiable value of transactions relating to those queries amounted to Rs.3,770 million.

4.3 Appropriation Account

Provisions made available by Other Ministries, Departments and Offices

A provision of Rs. 19,000,000 made to the Department of Prison from the United Nations Development Programme for the Project of Establishing an Information system. A sum of Rs.8,994,374 had been paid out of that provision. Ministry of Rehabilitation and Prison Reforms had been taken back the remaining provision and the activities relating to implementation of the Project were at a weak level.

4.4 General Deposit Account

The following observations are made.

- (a) Action in terms of Financial Regulation 571 had not been taken on two deposits of Rs.18,584,789 older than two years.

- (b) A sum of Rs. 166,832 obtained from the Rehabilitation Authority for the Deyata Kirula Program had been retained in the deposit account without being utilized for the relevant activity.
- (c) Out of the provisions made for the Capital Expenditure since 2013, a sum of Rs. 4,188,194 had been retained without being paid to suppliers.
- (d) An insurance claim of Rs. 10,812 received from Insurance Company had been retained in the General Deposit Account without being taken to revenue.
- (e) A sum of Rs. 52,740 had been retained in the General Deposits Account which should be payable to State Engineering Corporation and Central Engineering Consultancy Bureau from the year 2011 to 2014.

4.5 Reconciliation Statement relating to Advances to Public Officers Account

According to the Reconciliation Statement of Item No. 23201 of Advance to Public Officers Account as at 31 December 2014, there were loan balances totalling to Rs. 2,687,729 out of Rs. 12,003,627 receivable from officers who were not in service for over 5 years and necessary action had not been taken by the Department to recover those loan balances.

4.6 Commercial Advance Account

The activities relating to the Item No. 23202 of Prison Industrial and Agricultural Commercial Advance account had not been performed by the Department in the year under review. Following deficiencies were observed are made in the audit test check carried out in respect of that account presented to audit.

- (a) The total of receivable arrears of balance of Advance Account amounted to Rs. 62,273,889 and a follow-up action for the recovery had been of those balances was at a weak level.
- (b) Even though garage of the Welikada Prison had been devolved to Colombo Remand Prison, stock balance amounting to Rs. 155,910 had been shown in the books of Welikada Prison.
- (c) Livestock written off totalled Rs. 1,443,935 relating to 4 Prisons had not been considered in preparing Financial Accounts.
- (d) Stock of raw material totalled to Rs. 102,679 relating to Kuruwita Prison as at the end of the year 2013 had been adjusted to the Profit of the same year. But the same amount had been adjusted for the profit during the year under review even without considering the last year adjustment.

4.7 Assets Management

The following deficiencies were observed during the course of an audit test check of the assets of the Department.

(a) Idle and Underutilized Assets

It was observed during the course of audit test checks that certain assets as categorized below had been either idle or underutilized.

- (i) Two Lorries and 01 Motor Vehicle given by the Magistrate Court, Kandy were being ruined at 03 prisons.
- (ii) Although a sum of Rs. 2,395,00 had been spent for a Crane and other equipment for vehicle services activities to the Pallekele Open Camp in the year 2013, those were idling due to non-supply of electricity.
- (iii) Although a sum of Rs. 3,575,000 had been spent for purchase 2 machines for manufacturing shoes for the officers of the Department and a sum of Rs. 1,796,964 had been paid for training the officers, maintenance of machines and for construction activities, Manufacturing had not been started from those machines even up to 31 December 2014.

(b) Conducting Annual Board of survey

Following observations are made.

- (i) Action had not been taken to in accordance with the Financial Regulations relating to excesses, shortages and other recommendations made in the reports of the Board of survey for the year 2013.
- (ii) Action had not been taken to write-off about 61 items in Doller Farm and Kent Farm which are destroyed by terrorist attack on 31 November 1984.

(c) Improper use of Assets not Acquired

Department had built prisons in lands which were not acquired properly. Details are given below.

Prison	Ownership of the Land	Extent
-----	-----	-----
(i) Chilaw Prison	Department of Police	12 perches
(ii) Boossa Prison	Divisional Secretariat	2.778 Hectares
(iii) Watareka Open Prison	Land reform Commission	33 Acres, 01 rude, 38 perches

(d) Assets Released to External Parties

Three quarters belonging to Mahara Prison had been released to Police Officers by the Department for several years. Water Bills, Electricity Bills and Economic Charges had not been charged from the officers who used those quarters.

4.8 Unsettled Liabilities

The unsettled liabilities as at 31 December 2014 amounted to Rs.283,556,599 and an age analysis of those liabilities had not been prepared.

4.9 Non- compliance

Non- compliance with Laws, Rules and Regulations

Instances of noncompliance with the provision of laws, rules and regulations observed in audit sample checks are analyzed below.

Reference to laws, Rules, Regulations etc.	Value	Non-compliance
-----	-----	-----
	Rs.	
Financial regulations of the Democratic Socialist Republic of Sri Lanka		

(a) Financial Regulation 104	591,640	At the audit test check it was observed actions had not been taken as per Financial Regulations in respect of 8 vehicles met with accidents during the year under review.
(b) Financial regulation 109 (1)	-	Orders for Write-off from the books had not been obtained for animal death and free issues in prisons those orders had not been presented to the Auditor General.
(c) Financial Regulation 396 (d)	261,981	Action had not been taken in terms of Financial Regulations in respect of the cheques which were issued but not presented for the payment and out dated cheques at the office of the Kalutara Prison.
(d) Financial Regulation 446 (2)	5,872,182	Action had not been taken in respect unidentified receipts and payments of Colombo Remand Prison since 2012.

4.10 Implementation of Projects under Domestic Financing

Projects Abandonment without Commencing

An estimate amounting to Rs. 36.9 million had been prepared for the construction of the water Tank with the Tower in Dumbara Prison. According to that estimate that construction had been planned to complete in 6 months. A sum of Rs. 11.8 million or 20 per cent of the estimated value had been paid in January 2012 as mobilization advance. Soil test had been done in the proposed land. and the project had been abandon due to weakness of soil of the land.

4.11 Deficiencies in the Operation of Bank Accounts

(a) Dormant Bank Accounts

A fund had been established as Prison Rewards Fund with contribution of 10 per cent from the Prisoner's salary. The money collected had been deposited in a Government Bank Account and Bank Accounts had not been reconciled obtaining the Monthly Account Details. The balance of that account as at 31 December 2014 amounted to Rs. 4,402,503.

(b) Balances for Adjustment

Information revealed at an analysis of the adjustments shown in the Bank Reconciliation Statements prepared by the Department of Prison for the Month of December 2014 are shown below.

Particulars of Adjustments	Age Analysis		Total
	Over 06 months less than 01 year	Over 01 year less than 03 years	
	Rs.	Rs.	Rs.
(i) Cheques issued but not presented to payment	-	261,981	261,981
(ii) Unidentified Debits	6,668,129	5,786,223	12,454,352
(iii) Unidentified Credits	1,253,826	5,827,172	7,080,998

The following observation is made in this connection.

Unidentified Receipts amounting to Rs. 5,786,223 relating to 29 cheques and unidentified payments relating to 52 cheques amounting to Rs. 5,827,172 had been brought forward since January 2012 in respect of Colombo Remand Prison. These balances were continuously shown due to weaknesses in supervising and balancing the Cash book daily.

4.12 Irregular Transactions

Certain transactions entered into by the Department had been devoid of regularity. Several such instances observed are given below.

- (a) Even though a Supplementary Provision of Rs. 50,000,000 had been made, Department had not purchased 5 Water Bowsers and 10 Lorries due to non-commencement of even the preliminary activities for the Procurement Process.
- (b) Following Unauthorized Transactions were revealed in the audit test checks relating to the transactions of the Department.
 - (i) The original estimation of Construction of the Kitchen at Dumbara Prison was Rs. 22.6 million. A sum of Rs. 56.9 million had been spent as a result of changing the original estimate due to delay of the construction and changing the building to install the Steam Boiler and also a proper approval had not been obtained.
 - (ii) The contract of Construction of the Drainage System for Dumbara Prison had been awarded to a private company. Even though a sum of Rs. 38 million had been included in the estimate for the construction, Rs. 2,960,000 for service charges of the State Engineering Corporation and Rs. 1,000,000 for preparation of the land, the details of those estimates had not been provided to audit.
 - (iii) Even though the original contract value of sub items of the constructions of security wall and ladies section, administrative building, kitchen, water tank and pump house totalled to Rs. 75,746,881, of the Dumbara Prison, a variation of Rs. 20,637,737 had been observed due to the contract value given by the contractor was as Rs. 96,384,618. A proper approval had not been obtained for the payment relating to the increase of the prices of above item.
 - (iv) Even though A sum of Rs. 157,978,484 had been paid for the extra work of Dumbara Prison which was not included in the original estimate, a proper approval had not been obtained for that items of work.
 - (v) The approval from the Department of National Planning had not been obtained for the total cost of Rs. 3,214.1 million of the construction of Angunakolapelessa Prison Project. The contractor who presented the bid price amounting to Rs. 3,575.9 million had been selected and a sum of Rs. 133.4 million had been added to that contract value as provision.

4.13 Transactions in the Nature of Financial Frauds

The construction of Angunakolapelessa Prison had been planned to complete in 3 stages and according to the Chapter 14 (2) of the agreement, the second advance should be released after utilizing the first mobilization advance properly. Disaggrigating that, a sum of Rs. 801 or 20 per cent out of the total contract value of Rs. 3,709 million had been released to the contracted company for all 3 Stages on 05 May 2014. The contractor had not given an invoice with the Value Added Tax registered number but a sum of Rs. 85 million had been paid as VAT. It was

observed an interest of Rs. 9.4 million is being planned to be charged from the contracted company for the payment of the advance of Rs. 400.5 which had been paid contrary to the agreement.

4.14 Uneconomic Transactions

A sum of Rs. 4,283,455 had been paid to build a temporary storeroom for store machinery brought from the Bogambara Prison when it was shifted to another place.

4.15 Management Weaknesses

The following weaknesses were observed during the course of audit test checks.

- (a) A Project Management Committee had not been appointed for manage the construction of Dumbara Prison. A sum of Rs. 29,434,300 out of the contract value of Rs. 33,909,846 had been spent for extra work including changing doors, due to non-availability of a proper management. A sum of Rs. 17,275,000 had been spent for clean waste water and ordure in order the expedite the shifting and a sum of Rs. 8,883,853 had been spent for constructing Temporary Tanks.
- (b) A Management Committee had not been appointed for the construction of Angunakolapelessa Prison Project valued at Rs. 3,214 million and systems had not been planned for obtaining Water facility, Electricity and clean ordure.

4.16 Human Resources Management

Approved Cadre and Actual Cadre

The position on the cadre as at 31 December 2014 had been as follows.

	Category of Employees	Approved Cadre	Actual Cadre	Number of Vacancies	Number of Excess
	-----	-----	-----	-----	-----
(i)	Senior level	95	52	43	-
(ii)	Tertiary level	6,642	5,011	1,631	-
(iii)	Secondary level	509	294	215	-
(iv)	Primary level	364	333	31	-
(v)	Casual	-	04	-	04
	Total	-----	-----	-----	-----
		7,610	5,694	1,920	04
		=====	=====	=====	=====

Necessary action had not been taken to permanent 04 employees who were recruited on casual basis.

5. Head 326 - Department of Community Based Correction

5.1 Non -Maintenance of Registers and Books

It was observed during audit test checks that Department had not maintained the following certain registers while one register had not been maintained in the proper and updated manner.

	Type of Registers	Relevant Regulation	Observations
	-----	-----	-----
(i)	Register of Security	Financial Regulation 891(1)	Not Maintained
(ii)	Register of losses	Financial Regulation 110	Not Maintained
(iii)	Register of Liabilities	Financial Regulation 214	Not Maintained
(iv)	Register of Vehicle List	Financial Regulation 1647 (e)	Not Maintained
(v)	Register of Calling Bids	Government Procurement Guidelines 5.2.1	Not Maintained
(vi)	Register on Fixed Assets	Treasury Circular No. 842 dated 10 December 1978	Not Updated

5.2 Appropriation Account

Budgetary Variance

Excess provisions had been made for 03 Objects and as such the savings, after the utilization of provision, ranged between 27 per cent to 97 per cent of net provisions relating to the respective Objects.

5.3 Imprest Accounts

Following observations are made.

- (a) Ad hoc sub-imprest totalling Rs. 614,570 had been issued to 22 non-staff grade officers in 46 instances contrary to the provisions in the Financial Regulation 371.
- (b) Although the Ad hoc sub-imprest should be settled immediately after the completion of the purpose in terms of provisions in Financial Regulation 371, the ad hoc sub-imprest totalling to Rs. 698,407 issued in 67 instances had been settled after delays ranging from 01 to 09 months from completion of the purposes.
- (c) Although Ad hoc sub-imprest should be set-off before 31 December of the year in terms of Financial Regulations 371 (5), ad hoc sub-imprests amounting to Rs. 14,150 granted in 03 instances had not been settled even by 30 June 2015.

- (d) Even though in terms of Financial Regulation 371, the maximum ad hoc sub-impres that can be issued to a Staff Officer in one instance is Rs.20,000, contrary to the Financial Regulation, ad hoc sub-impres of Rs.225,000 had been issued in 04 instances to several non-staff grade officers.

5.4 Reconciliation Statement relating to Advances to Public Officers Account

The following deficiencies were observed during the course of test checks of the Reconciliation Statement as at 31 December 2014 relating to the Advances to Public Officers Account Item No. 32601

- (a) According to the Reconciliation Statement presented to audit the balances that remained outstanding as at that date totalled Rs.691,692 Even though those outstanding balances remained over periods ranging from 01 years to 05. years, the Department had failed to recovery of those outstanding balances.
- (b) Necessary action had not been taken to recover loan balances of Rs. 249,166 from the two interdicted officers for nearly 04 years.

5.5 Good Governance and Accountability

Annual Action Plan

Even though an action plan should be prepared by the Department as per the Public Finance Circular No. 01/2014 dated 17 February 2014, the prepared action plan for the year under review had not been comply with the above Circular.

5.6 Assets Management

Conducting Annual Board of survey

According to the Public Finance Circular No. 02/2014 of 17 October 2014, the Board of Survey for the year should be conducted and the reports thereon should be furnished to the Auditor General before 17 March 2015. Nevertheless, the Department had not furnished those reports even by 30 June 2015. The last Board of Survey conducted had been for the year 2013.

5.7 Unsettle Liabilities

The unsettled liabilities less than one year of the Department as at 31 December 2014 amounted to Rs. 477,771.

5.8 Performance

Key Functions not Executed Adequately

The key functions of the Department had not been executed adequately and several instances so revealed are given below

- (a) Even though 20 projects to make of aware Judges and Lawyers under the programme of “Increasing the Community Correction Orders” had been planned to implement, out of that only 12 had been implemented during the year under review.
- (b) Even though 97 projects for Supervising of Regional Offices under the programme of “Increasing the Community Correction Orders” had been planned to implement, out of that only 61 offices had been supervised during the year under review.
- (c) Even though 400 projects for Spiritual Development under the programme of “Implementing programmes for Community Correction Offenders” had been planned to implement, out of that only 274 projects had been implemented.
- (d) Even though 90 projects had been planned to implement to get contribution of the offenders’ labour for the development of the country through special projects under the programme of “Using the Community Correction Offenders’ Labour for Development of the Country”, out of that only 55 projects had been implemented.
- (e) Even though 750 Shamadana Programmes under the programme of “Using the Community Correction Offenders’ Labour for Development of the Country” had been planned to implement, out of that only 669 projects had been implemented.

5.9 Deficiencies in the Operation of Bank Accounts

(a) Long Delays in the Preparation of Bank Reconciliation Statements

Bank Reconciliation as at 31 December 2014 relating to a bank account had not been prepared even by 15 March 2015.

(a) Balances for Adjustment

Following observations are made

- (i) Action in terms of Financial Regulation 396 (d) had not been taken on cheques amounting to Rs. 4,627 issued but not presented to the bank.
- (ii) Action had not been taken by the Department to transfer a sum of Rs. 441,812 to the State Revenue which was credited to the current account by Bank, even by 31 December 2014.

5.10 Human Resources Management

Approved Cadre and Actual Cadre

The position on the cadre as at 31 December 2014 had been as follows..

Category of Employees	Approved Cadre	Actual Cadre	Number of Vacancies
(i) Senior Level	04	03	01
(ii) Tertiary Level	114	101	13
(iii) Secondary Level	454	347	107
(iv) Primary Level	11	10	01
Total	583	461	122