

Head- 292- Department of Animal Production and Health

1. Financial Statements

1.1 Qualified Opinion

The audit of the financial statements of the Department of Animal Production and Health for the year ended 31 December 2020 comprising the statement of financial position as at 31st December 2020 and the statement of financial performance and cash flow statement for the year then ended, was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with provisions of the National Audit Act No. 19 of 2018. The summary report containing my comments and observations on the financial statements of the Department of Animal Production and Health was issued to the Accounting Officers on 21st May 2021 in terms of Section 11(1) of the National Audit Act No. 19 of 2018. The Annual Detailed Management Audit Report relevant to the Department of Animal Production and Health was issued to the Accounting Officer on 21st May 2021 in terms of Section 11(2) of the National Audit Act No. 19 of 2018. This report will be tabled in Parliament in pursuance of provisions in Article 154(6) of the Constitution to be read in conjunction with Section 10 of the National Audit Act, No.19 of 2018.

In my opinion, except for the effects of the matters described in the Paragraph 1.6 of this report, the financial statements give a true and fair view of the financial position of the Department of Animal Production and Health as at 31st December 2020, and of its financial performance and cash flows for the year then ended in accordance with Generally Accepted Accounting Principles.

1.2 Basis for Qualified Opinion

My opinion is qualified based on the facts set out in paragraph 1.6 of this report. I conducted the audit in accordance with the Sri Lanka Auditing Standards (SLAuSs). My responsibility in the financial statements is explained further in the sentence of Auditor's responsibility. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

1.3 Responsibility of the Chief Accounting Officer and the Accounting Officer for the Financial Statements

It is the responsibility of the accounting officer to determine internal control that necessary for the preparation of financial statements that give a true and fair view in accordance with Generally Accepted Accounting Principles and provisions in Section 38 of the National Audit Act, No.19 of 2018 and the financial statements that are free from material misstatements, whether due to fraud or errors.

In terms of Section 16(1) of the National Audit Act No. 19 of 2018, the Department shall maintain proper books and records on its own income, expenditure, assets and liabilities so as to be able to prepare annual and periodic financial statements.

In terms of Sub-section 38(1)(c) of the National Audit Act, the Accounting Officer shall ensure that an effective internal control system for the financial control exists in the Department and carry out periodic reviews on the effectiveness of such systems and accordingly make any alterations as required for such systems to be effectively carried out.

1.4 Auditor's Responsibilities on the Audit of the Financial Statements

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from 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, but is not a guarantee that an audit conducted in accordance with Sri Lanka Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I further;

- Design and perform appropriate and responsive audit procedures so as to Identify and assess the risks of material misstatement of the financial statements, whether due to frauds or errors in order to provide a basis for audit opinion provided. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional 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 the purpose of expressing an opinion on the effectiveness of the Department's internal control.
- Evaluate whether the financial statements represent the underlying transactions and events on the structure and content of the financial statements, including the disclosures in appropriate and fair manner.
- Evaluate the overall presentation of financial statements including the disclosures and whether the underlying transactions and events for structure and content of the financial statements had been included appropriate and fair manner.

I communicate with the Accounting Officer regarding, significant audit findings, any significant deficiencies in internal control and other matters that I identify during my audit.

1.5 Report on Other Legal and Regulatory Requirements

I declare the following matters in accordance with Section 6 (1) (d) of National Audit Act, No. 19 of 2018.

- (a) That the Financial statements are not corresponding to preceding year as per the observations included in paragraph 1.6.1 (b) i in this report
- (b) The recommendations made by me on the financial statements pertaining to the preceding year had been implemented.

1.6 Comments on the Financial Statements

1.6.1 Capital Expenditure

The following deficiencies were observed in the accounting of capital expenditure related to financial statements.

Audit Observations	Comments of the Accounting Officer	Recommendation
(a) There was a difference of Rs.2,097,360 between the total expenditure as per departmental books and the total expenditure as per Treasury books in two expenditure head.	That, action will be taken to correct.	Identify the differences and make required adjustments to Accounts.
(b) According to the department books, there is no savings in the expenditure head 292-2-3-17-2507 but, There was a saving of Rs.284,081 according to the treasury books.	-Do-	Identify the differences and make required adjustments to Accounts.

1.6.2 Property Plant and Equipment

The following deficiencies were revealed in the accounting of the Property, Plant and equipment.

Audit Observation	Comments of the Accounting Officer	Recommendation
(a) When posting the Balances in the audited financial statements for last year in the financial statements for the year under review, There were differences of Rs.129,262,877 in the balances of 10 major non-financial assets and 3 major ledger expenses but the reasons for those changes were not disclosed in the financial statements.	That, it will be corrected in the future.	Identify the reasons for the changes and make accurate adjustments to the accounts.

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| (b) | There was a difference of Rs.85,053,530 as the value of property and equipment was Rs.2,592,330,789 according to the statement of financial position, and it was Rs.2,507,277,259 according to the SA-82 treasury books. | That, the Public Treasury has been notified in writing to correct. | Identify the reasons for the changes and make accurate adjustments to the accounts. |
| (c) | Although the total purchases in the statement of non-financial assets was Rs.112,977,257, the value of purchases under Expenditure heads 2102, 2103, 2104 and 2105 was Rs. 2,947,881. Accordingly there was a mismatch of Rs.110,029,376. | That it is accepted. | Identify the reasons for the changes and make accurate adjustments to the accounts. |

1.6.3 Failure to Maintain Documents and Books

The Sample audit revealed that some of the following documents were not maintained properly and some of the documents were not maintained properly and up to date by the Department.

Audit Observation	Comments of the Accounting Officer	Recommendation
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<p>The following documents which were required to be maintained in accordance with the procedural rules of the Public Service Commission issued by the Extraordinary Gazette Notification No. 1589/30 dated 20th February 2009 had not been maintained.</p> <p>(i) Appointments and promotions (ii) Officers who have dismissed (iii) Officers who have resigned (iv) Officers who have vacated (v) Officers who have been suspended (vi) Officers who have Retired</p>	<p>That, the officers in charge of the subject are working to keep it updated.</p>	<p>Action should be taken to keep the relevant documents up to date.</p>

2. Financial Review

2.1 Imprest Management

Audit Observation

Although the provisions of Rs.1,253,000,000 had been allocated by the Annual Budget for Head 292 - the Department of Animal Production and Health for the year under review, only the imprest of Rs.1,147,730,718 had been released for this purpose, so there was a difference of Rs.105,269,282. Accordingly, provision savings of Rs.27,014,231 were observed in 3 expenditure heads due to insufficient funds.

Comments of the Accounting Officer

It is accepted that savings in expenditure have been made due to non-availability of Imprest.

Recommendation

Imprest provided should be maximally utilized.

2.2 Revenue Management

Audit Observation

The department had prepared estimates and collected revenue under 05 revenue heads, and the revenue collection ranged from 4 percent to 149 percent of the estimated revenue. Accordingly, the assessment of revenue was done without practicality and realism.

Comments of the Accounting Officer

That, It is accepted and these variances will be minimized in the future.

Recommendation

Estimates should be as realistic and accurate as possible based on prior data.

2.3. Expenditure Management

Audit Observation

Out of the net provision allocated for 18 expenditure heads, Rs.115,682,791 was not utilized and the savings ranged from 16 percent to 90 percent of the net provision.

Comments of the Accounting Officer

That, it is accepted.

Recommendation

Estimates should be prepared realistically and accurately.

2.4 Approaches to Liabilities and Commitments

Audit Observation	Comments of the Accounting Officer	Recommendation
----- According to the department books, the value of bills payable in 05 expenditure heads as at 31st December 2020 was Rs.5,643,357 but it had been presented in the statement of commitments and liabilities in the financial statements (Note III) as Rs.4,230,771 which is lesser than Rs.1,412,586	----- It is accepted and will take measures to minimize this problem in the future.	----- The financial statements should be prepared correctly.

2.5 Assurance to be made by the Accounting Officer

According to the provisions of Section 38 of the National Audit Act No. 19 of 2018, the Accounting Officers were required to certify the following matters but did not act accordingly.

Audit Observation	Comment of the Officer of the Department	Recommendation
----- The Accounting Officer should ensure that an effective internal control system is set up and maintained for the financial control of the Department while the effectiveness of the system should be reviewed from time to time and necessary changes should be made to ensure that the system operates effectively. Although, those reviews should have been done in writing and a copy should be submitted to the Auditor General, no statement had been submitted to the Audit stating that such a review had been made.	----- That, it will be presented in the future.	----- The provisions of Section 38 of the National Audit Act No. 19 of 2018 should be complied with.

2.6 Non-Compliance with Laws, Rules, and Regulations

The followings are the instances of non-compliance with the provisions of laws, rules and regulations observed during the sample audit.

Reference to Laws, Rules and Regulations	Observation ----- Non-Compliance	Comments of the Accounting Officer	Recommendation -----
(a) Establishments Code of the Democratic Socialist Republic of Sri Lanka ----- i. Sections 1.2, 1.3 and 22 of Chapter XII ii. Section 1.3 of Chapter XXVIII	Although prior approval should be obtained for leaves, An officer working at the Seepukulam Animal Husbandry College had obtained 306 days of No-pay leave during the period from 2016 to 2019 without obtaining leave approval. Attendance and departure had not been signed by 13 officers within 31 days.	That, Officials were instructed not to make such shortcomings in the future. Officials were instructed not to make such shortcomings in the future.	The provisions of the Establishments Code should be followed. The provisions of the Establishments Code should be followed.
(b) Code of Financial Regulations of the Democratic Socialist Republic of Sri Lanka ----- Financial Regulation 155	The audit queries issued during the 03 years from 2017 were answered with a delay of 48 days to 196 days.	Officials were instructed not to make such shortcomings in the future.	The provisions of financial regulations should be followed.

3. Operational Review

3.1 Planning

The following observations are made.

Audit Observation	Comments of the Accounting Officer	Recommendation
(a) Although 483 to 693 applications have been received in the last 4 academic years for the Diploma Course at Sippukulama and Karandagolla Animal Husbandry Colleges, less number of students amounted at 90 to 144 or 36 to 76 percent had been selected for the college courses. The lands and buildings of the Animal Husbandry Colleges remained underutilized due to the failure to focus on adequate enrollment of students and to produce diploma holders for the national interest. Although Sippukulam College alone had 129 acres of land and 21 types of buildings but Lack of adequate water facilities and human resources had led to this situation.	It is acknowledged that the main problem affecting the development of this land is the lack of adequate human and financial resources to maintain the Seppukulama husbandry farm which is located in a remote and water scarce area.	Make the maximum use of existing resources.
(b) Although vaccination under the Animal Disease Control Program is not based on the total cattle population but on the disease risk population, and the goals were set based on information provided by the disease risk areas and provincial offices, no strategic plan has been prepared to control the disease.	That, the spread of the disease will increase due to the illegal distribution of sick animals for charity by Non-Government Organizations and charities without any health certificates and also without any notice and the advice of officials of the Department of Animal Production and Health.	A strategic plan should be prepared.

3.2 Failure to Perform Functions

Audit Observation	Comments of the Accounting Officer	Recommendation
It was planned to import more than 3,500 doses of DF Semen and 20 stud bulls, under the Livestock Breeding Project, But those tasks had not been accomplished.	The tender for the importation of DF bull semen was procured and the tender was awarded but, the bull semen doses have not been provided and that Animals couldn't be imported because of import restriction on stud bulls due to the global epidemic.	Planned functions should be performed

3.3 Failure to Achieve the Expected Output Level

The following observations are made.

Audit Observation	Comments of the Accounting Officer	Recommendation
(a) Although, it was planned to produce 325,000 Semen doses locally, but only 218,835 doses, or 67 percent, were produced.	It is acknowledged that the annual physical goals could not be met as planned due to the prevailing Corona epidemic in the country.	Action should be taken to achieve the goals set out in the Annual Action Plan
(b) Although it was planned to buy 400,000 vaccines, but only 225,000 or 56 percent were purchased.	It is acknowledged that the annual physical goals could not be met as planned due to the prevailing Corona epidemic in the country.	Action should be taken to achieve the goals set out in the Annual Action Plan
(c) Although it was planned to give 5916400 field level vaccines to chickens, only 3494271 or 59 percent of the vaccines were given.	- Do -	- Do -

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| (d) | Although, it was planned to mark the ears of 140000 animals, but only 81025 animals were marked. | - Do - | - Do - |
| (e) | Only 10 percent were produced out of the FMD vaccines planned to be produced. | It is accepted that the raw material required for the production of vaccines could not be procured as expected in the year 2020. | - Do - |

3.4 Vacated Projects without Completing

Audit Observation	Comments of the Accounting Officer	Recommendation
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<p>Polgolla Animal Toxicology Laboratory had entered into an agreement with a selected contractor on 31st August 2018 for the improvement and repair of 95 work subjects under an estimated value of Rs.3,273,873 and The work was to be completed and handed over by December 29th 2018. However, 19 months had elapsed since then and by August 11th 2020, the contract had been terminated due to non-completion of the work. Out of 95 work subjects, 10 had been completed in full and 06 in part, but work had not been completed on 78 work subjects with an estimated value of Rs.2,262,204.</p>	<p>That, the contract was canceled due to non-completion and submission of work on the date mentioned in the agreement.</p>	<p>Action should be taken to complete the projects in a manner as to provide maximum service to the public through the funds received.</p>

3.5 Projects where money has been released but no progress has been made

The following observations are made.

Audit Observation	Comments of the Accounting Officer	Recommendation
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(a) In contrary to the provisions of Guideline 4.1.1(c) of the Government Procurement Guidelines, Rs.1,602,094 had been paid in 2018 to an institution for the preparation of structural and architectural plans in relating to 03 buildings estimated to Rs.165,831,215 without allocating provisions. but, No construction had begun by December 31 st , 2020.	That, it is accepted.	Procurement guidelines should be followed and projects should be implemented by utilizing the provisions effectively.
(b) An agreement had been reached with a selected contractor on 09 th August, 2016 for the construction of the Trincomalee Veterinary Office and the work was to be completed and handed over on 07th December 2016 at a cost of Rs.12,182,590. On three occasions the time was extended to 31 st March, 2018 after accepting the requisition made by the contractor, but only half of the planned work or Rs.6,996,885 had been completed on that day as well. Therefore, on 18 th June, 2018, the contract was terminated and the work was assigned to a selected new contractor.	That, The contract was terminated due to the failure of the contractor to perform the work within the prescribed period of 01 year and 05 months.	Projects should be implemented within the contract period so as to achieve the objectives according to the estimate and specifications.

3.6 Annual Performance Report

Audit Observation	Comments of the Accounting Officer	Recommendation
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As stated on the Guideline No. 14 issued by the Department of Public Finance in accordance with paragraph 10.2 of the Public Finance Circular No. 2/2020 dated 28 th August 2020, the Annual Performance Report should have been prepared. According to Section 16 (2) of the National Audit Act No. 19 of 2018, the performance report should have been submitted for audit along with the annual financial statements but had not been acted upon.	That, it is accepted and will be submitted for audit in the future.	Circular instructions and statutory provisions should be followed.

3.7 Procurement

The following observations are made.

Audit Observation	Comments of the Accounting Officer	Recommendation
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(a) On 12 th October 2020, Rs. 8,200,000 had been spent for the purchase of 100,000 oral and hoof vaccines No. 255. There,		
(i) In contrary to the Guideline 3.2 of the Government Procurement Guidelines, the bidding Newspaper advertisement did not specify the stock of vaccines expected to be purchased.	That, it is accepted.	The provisions of the Procurement Guidelines should be followed.
(ii) Only one supplying firm had offered bid as Rs. 82 per dose.	That, it is accepted.	The provisions of the Procurement Guidelines should be followed.
(iii) The Technical Evaluation Committee report stated that Although the supplier had met other conditions, the offered price was 136 percent and 73.51 percent higher than the prices offered in 2018 and 2019, respectively.	That, the purchases have been made as a matter of urgency.	- Do -

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| (iv) | When a bid was called on 17 th August 2020 for the re-purchase of 300,000 doses of vaccines in 2020, a supplier had offered to supply one dose of vaccine for Rs.42.05 | That, it is accepted. | - Do - |
| (v) | In Contrary to the provisions of Guideline 7.12 of the Procurement Guidelines, the Rejection of bids received when it is clear that there is no effective competition, Comparison of bids received with market prices, if the only bid received is higher bid price then negotiate with the bidder to reduce bid price had not been followed. Accordingly, Compared to the bid of Rs. 42.05 received on 17 th August 2020, an additional payment of Rs.3,995,000 was made for 100,000 doses vaccines purchased at a cost of Rs.82 per each on 12 th October 2020 under the voucher No: 255. | That, it is accepted. | - Do - |
| (b) | Liquid Nitrogen 303,108 liters were purchased at Rs. 22,429,992 per liter at Rs .74 as 261,704 liters in 2019 and 41,404 liters up to February 2020. | | |
| (i) | When bidding in 2019 , two persons had offered bids as Rs. 62 and Rs.74. Hence Rs.3,140,448 had been overpaid due to non- selection of the minimum price as per guideline 5.3.19(a) of the Government Procurement Guidelines. | That, the supplier with higher bid was selected due to the unconditional agreement to all the tender specifications. | The guidelines specified in the Procurement Guidelines should be followed. |
| (ii) | The main reason for the rejection by the Technical Evaluation Committee was that the supplier who offered minimum price of Rs.62 had set a condition that the company would close on Sundays and Mercantile Holidays and would charge an additional Rs.3000 if purchased on those days. Purchasing of 261,704 liters for Rs.16,225,648 at | That, it is accepted | - Do - |

Rs .62 per liter and paying an additional Rs.84,000 per day as there were 28 public and commercial holidays in 2019 would cost only Rs.16,309,648. Therefore, even if the purchases were made from the lowest bidder under this condition, the department could have saved Rs.3,056,448.

- (iii) The lowest bidder had lodged a complaint with the National Procurement Commission and the Secretary to the Ministry of Development Strategies and International Trade regarding the rejection of his bid, but the response of the department to the inquiries made by those institutions in this regard was not confirmed.
- Although two officers of the department were present, the report of the meeting has not been submitted to the department.
- The guidelines specified in the Procurement Guidelines should be followed.
- (iv) Due to non-commencement of the procurement process for the purchase of liquid Nitrogen for the year 2020 in advance, The Procurement Committee, which met on December 21st 2019 had extended the Procurement Board decision dated November 15th , 2018 which was applicable for the purchases in 2019 until February 2020 under the re-order procurement system. Accordingly, for the months of January and February 2020, 41,404 liters had been purchased for Rs.3,063,896 at Rs.74 per liter.
- That, it is accepted
- Do -

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| (v) | Under Guideline 3.6 of the Government Procurement Guidelines, Goods can be re-ordered only if the entity ensures that prices have not fallen after the initial supply. However, the bidding for the year 2020 was done from 03 rd January 2020 and the bidding was opened on 24 th January 2020. There, One supplier had offered to supply a liter of liquid Nitrogen at Rs.60.25. Accordingly, the department had lost Rs.569,305 at Rs.13.75 per liter for 41,404 liters purchased under the re-order system. | That, it is accepted | The guidelines specified in the Procurement Guidelines should be followed. |
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3.8 Asset Management

The following observations are made.

Audit Observation	Comments of the Accounting Officer	Recommendation
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(a) 04 government houses, 09 buildings including a circuit bungalow belonging to the Seppukulam Animal Husbandry College, remained idle. Thereof, 05 buildings were in need of renovation and 04 remained unused due to staff vacancies.	That, all buildings are to be repaired and put to use.	The building should be repaired and utilized.
(b) The seeds repository machine repaired by incurring cost of Rs.1,553,000 for the use of Seppukulama animal husbandry college had been idle for nearly 03 years due to the breakdown of machine.	This seed repository is to be used once the training needs of the students are met, after rectifying the technical fault of a machine installed here.	Action should be taken to make maximum use of available resources.

(c) The Seeppukulam Animal Husbandry College has kept 357 animals for the use of animal husbandry studies and Rs.1,965,700 was spent on food for the animals in 2019 but no study was done in 2019.	Due to the decision taken by the government authorities due to the need to modernize the courses and the epidemic situation prevailing in the country, the conduct of the Diploma in Animal Husbandry course has been suspended but it has been operated as a training center.	- Do -
(d) Although, 129 acres of land where the Seeppukulam Animal Husbandry College is located has been in use since 1985, It had not been taken over by the department by the year 2020.	Land acquisition is still in progress.	Action should be taken to formally take over.
(e) The land where the Karandagolla Poultry Research Center is located is 25 acres but out of which about 06 acres of land remained unused.	That, it is accepted.	Action should be taken to make maximum use of the assets of the Research Center.
(f) In 2015, the earlier duck fort was converted into a cattle shed at a cost of Rs.1,562,000 but it was still unused by October 2020.	A breeding farm cannot be maintained without skilled manpower and this project will be started as soon as the labor requirement is met.	Action should be taken to make maximum use of the assets of the Research Center.

3.9 Failure to Answer Audit Queries

Audit Observation	Comment of the Officer of the Department	Recommendation
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The answers had not provided for 03 audit queries which required the Accounting officer to ensure that all audit queries were answered within the specified time limits as required by Auditor General.	That, the replies will be provided in the future without delay.	The provisions of Section 38 of the National Audit Act No.19 of 2018 should be complied with.

3.10 Management Weaknesses

Audit Observation	Comments of the Accounting Officer	Recommendation
<p>-----</p> <p>During the inspection of the warehouse belonging to the Animal Health Division in October 2020, it had been elapsed more than one year after purchasing of 2462 units of goods belonging to 24 types and more than 02 years from the date of purchasing of 984 units of goods in 82 types, and 72</p>	<p>-----</p> <p>Excess stocks are maintained as, it will take some time to repurchase chemicals after stock is over and there will be problems in carrying out the relevant tests during that lead time period, the expiry of chemicals were resulted due to Covid epidemic situation.</p>	<p>-----</p> <p>The procurement plan should be prepared more realistically based on the requirement.</p>
<p>units of storage items belong to 10 categories of which Five years have passed since the date of receipt to the warehouse but, it has not been released from the warehouse. Further, 5,872 units of storage items belonging to 24 categories had expired.</p>		

4. Achievement of Sustainable Development Goals

The following observations are made.

Audit Observation	Comments of the Accounting Officer	Recommendation
<p>-----</p> <p>(a) Although the Department was aware of the United Nations' 2030 Agenda for Sustainable Development , it had not identified the Sustainable Development Goals, targets and milestones for achieving those goals, and indicators for measuring target achievement.</p>	<p>-----</p> <p>The Department has identified the indicators in line with the Government's Sustainable Development Goals and Targets for the previous year and a copy of the report prepared accordingly will be submitted in due course.</p>	<p>-----</p> <p>Sustainable development goals and targets should be identified and it should plan to achieve those goals.</p>

(b)	No participatory approach was demonstrated due to failure to identify stakeholders interested in the implementation of the Sustainable Development Goals.	The Department has taken action to identify the indicators in line with the Government's Sustainable Development Goals and Objectives for the past year and a copy of the report prepared accordingly will be submitted in due course.	- Do -
(c)	The institute had not taken steps to develop an accurate database to measure the achievement of the Sustainable Development Goals.	The Department has taken steps to identify the indicators in line with the Government's Sustainable Development Goals and Objectives for the past year and a copy of the report prepared accordingly will be submitted in due course.	Sustainable development goals and targets should be identified and it should plan to achieve those goals.

5. Human Resource Management

The following observations are made.

Audit Observation	Comments of the Accounting Officer	Recommendation
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(a) (i) There were 63 vacancies in 22 posts at the senior management level of the department, including 4 posts of Additional Director General, 6 posts of Chief Scientist and 13 posts of Veterinary Investigation Officer.	The Ministry has been informed to take necessary action to fill the vacancies.	Action should be taken to fill the vacancies based on the requirement of the department.
(ii) Although only 61 posts of Veterinary Officers were approved for the Department, there was a surplus of 9 Veterinarians as 70 were attached.	Further actions are being taken to give the title of Veterinary Quarantine Officer to 07 Veterinary Officers and the name of Veterinary Investigation Officer to 10 Veterinary Officers.	It should act within the approved staff.

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| (iii) | The post of statistician has not been approved for the department but one officer has been attached. | Further action is being taken to get the post approved by the department. | - Do - |
| (iv) | As there were 103 vacancies at the primary level, difficulties arose in carrying out field work. | That all recruitments have been suspended as per Management Services Circular No. 01/2020 until further notice. | The vacancies should be filled based on the requirements of the department. |
| (b) | Although employees who have worked in the same workplace for more than 5 years should be subjected for Mandatory transfer according to the Transfer Procedure of Primary Non-Technical Employee approved by the letter of the Public Service Commission No. PSC / EST / 3/4/2/2012 dated 05 April 2013, That requirement had not been met in the case of 16 employees who had worked in the same place for 11 to 30 years. | That, action will be taken to obtain transfers in the future. | The procedure of the Public Service Commission should be followed. |
| (c) | As mentioned in Public Administration Circular No. 02/2018 dated 24th January 2018 regarding Human Resource Development in the Public Sector, The requirements for the use of performance appraisal sheet, signing of performance agreements, preparation of human resource development plan and preparation of a plan on how to deploy staff for the annual action plan had not been addressed. | That, action will be taken to prepare a plan at the sectional wise. | The Circular Provisions should be followed. |