



ACTION PLAN 2024

DEPARTMENT OF TRADE AND INVESTMENT POLICY

MINISTRY OF FINANCE, ECONOMIC STABILIZATION AND NATIONAL POLICIES

COLOMBO -01

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Strategic Direction

Vision

Ensuring to establish proactive policies in trade and investment for inclusive development of the country.

Mission

Fostering a trade and investment friendly environment to facilitate international economic integration for inclusive development.

Goals

- To maintain a trade promoting and industrial friendly tariff regime
- To maintain the policy on trade facilitation measures to facilitate trade enabled index
- To implement competitive advantage tariff regime under trade agreements
- To implement tax concessions in order to achieve economic and social goals of the Government
- To promote Sri Lanka as preferred FDI destination in the region

Objectives

- To achieve a vibrant tariff regime for trade promotion and industry friendly
- To eliminate tariff restrictions which discourages the investment
- To strengthen the Temporary Importation for Export Processing (TIEP) Scheme
- To strengthen the policy on Bonded Warehouses
- To organize dialogue with relevant stakeholders for preparing a policy for SME sector
- To assist the entrepreneurs providing necessary information through customer friendly database
- To streamline issuance of public officers' concessionary vehicle permits
- To promote free trade agreements based on reciprocal benefits within the asymmetrical nature of Island trading economy
- To promote free trade agreements which provide access to the global value chain trading / Industries

Annual Action Plan-2024 of the Department of Trade and Investment Policy

| S.No | Area of Responsibility | Activities | Responsible officer | January | February | March | April | May | June | July | August | September | October | November | December | Output | Outcome |
|------|---|--|-------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|--|---|
| 1 | Implementation of ongoing Bilateral, Plurilateral and Multilateral Trade Agreements | | | | | | | | | | | | | | | | |
| 1.1 | India - Sri Lanka Free Trade Agreement (ISFTA) | i.Implementation of Tariff Liberalization Program | D (V) AD (K) | | | | | | | | | | | | | Mitigate geopolitical and trading barriers. Encourage investments. Expand the variety of goods available. Success full implementation of Trade agreements | Improvement of the Bilateral Trade relation Good international Business relations Enhance the standard of living. Improving economy. |
| 1.2 | South Asia Free Trade Agreement (SAFTA) | iii. Trade impact analysis | D (G) Acct | | | | | | | | | | | | | | |
| 1.3 | Pakistan - Sri Lanka Free Trade Agreement (PSFTA) | iv.Addressing trade policy related issues under the agreements | ADG (R) DD (T) | | | | | | | | | | | | | | |
| 1.4 | Asia Pacific Trade Agreement (APTA) | v.Attending Bilateral / Plurilateral Consultations | D(G) AD (Ch) | | | | | | | | | | | | | | |
| 1.5 | Sri Lanka - Singapore Free Trade Agreement (SLSFTA) | Analyzing Import and Export data under the | DD (S) | | | | | | | | | | | | | | |

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|------|---|---|---------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|---|---|---|--|
| 2. | Facilitation of Proposed Free Trade Agreements | | | | | | | | | | | | | | | | | | |
| 2.1 | Bay of Bengal Initiative for Multi - Sectoral Technical & Economic Co-operation (BIMSTEC) | i. Analyzing trade related data of the participating countries | D(S) AD (Ch) | | | | | | | | | | | | | | Mitigate geopolitical and trading barriers. | Improvement of the Bilateral Trade relation | |
| | | ii. Participating in Trade in Goods Committee Meetings to prepare Tariff Liberalization Programme (TLP) | | | | | | | | | | | | | | | | | |
| 2.2 | Proposed China - Sri Lanka Free Trade Agreement | iii. Conducting revenue impact analysis | D(G) AD (Ch) | | | | | | | | | | | | | | Expand the variety of goods available. | Good international Business relations | |
| | | iv. Contributing compilation of Negative List | | | | | | | | | | | | | | | | | |
| | | v. Contributing Preparation of TLP | | | | | | | | | | | | | | | | | |
| | | vi. Contributing FTAs negotiations representing MoF | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | Success full implementation of Trade agreements | Improving of stranded of living and economic growth | | |

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| 2.3 | Proposed Bangladesh - Sri Lanka Free Trade Agreement (BSFTA) | vii. Reviewing and coordinating of Customs Procedures and Trade Facilitation Chapter of FTAs | ADG (R) DD (T) | | | | | | | | | | | | | Mitigate geopolitical and trading barriers. | Improvement of the Bilateral Trade relation |
| 2.4 | Proposed Thailand - Sri Lanka Free Trade Agreement | viii. Analysis of Para – Tariff measures | ADG (K) DD (B) | | | | | | | | | | | | | Encourage investments. | |
| 2.5 | Proposed Sri Lanka- Indonesia Free trade Agreement | ix. Obtaining approvals for the finalized TLP from the MOF | ADG (W) DD(S) TA(W) | | | | | | | | | | | | | Expand the variety of goods available. | |
| 2.6 | Proposed Economic and Technology Cooperation Agreement with India (ETCA) | i. Draft the text of General Provisions and Trade in Goods chapters ii. Conduct Trade in Goods sub Committee meetings iii. Coordinate with the ITO and Stakeholders iv. Contribute to the preparation of request list and offer List v. Preparing the Revue impact analysis report preparation | D(V) AD(K) | | | | | | | | | | | | | Success full implementation of Trade agreements | Improving of stranded of living and economic growth |

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| 3. | Reviewing of Tariff Policy for National Development | | | | | | | | | | | | | | | | |
| 3.1 | Issuance of RPO Gazette Notifications related to; - Requests on Customs Duty revisions - Requests on creation of National Sub Divisions Obligations | i. Analyzing requests ii. Obtaining necessary information. iii. Obtaining recommendations from Sri Lanka Customs where applicable. | ADG (W) TA (W) | | | | | | | | | | | | | No.of RPO Gazette Notifications issued | Enhance government revenue and international Trade |
| 3.2 | Issuance of SCL Gazette Notifications | i. Reviewing with current regulations applicable. ii. Obtaining approval from Hon. Minister iii. Issuing of Gazette Notifications | ADG (W) TA (W) | | | | | | | | | | | | | No.of SCL Gazette Notifications issued | Ensuring food security and protection of Local agriculture Improving of stranded of living |

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| 3.3 | Issuance of Gazette Notifications under the customs Ordinance (Surcharge) | i. Compilation and submission of Cabinet Memorandum. ii. Submission of Gazette Notifications for Parliament Approval | ADG (W) TA (W) | | | | | | | | | | | | | No.of Gazette Notifications issued | Enhances government revenue and protection of Local industry |
| 3.4 | Issuance of CESS Gazette Notifications | i. Revision of tariff structure and issuance of Gazette Notifications ii. Compilation and submission of Cabinet Memorandum | ADG (K) D (V) AD (K) | | | | | | | | | | | | | No.of CESS Gazette Notifications issued | Enhances government revenue and protection of Local industry |

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| 4 | Assisting for implementation of WTO Trade Facilitation Agreement | i. Participate for the meetings of the NTFC ii. Establishment of NSW iii. Implementing activities of WTO Trade Facilitation Agreement recommended by NTFC. iv. Submitting the tariff related | ADG (K) AD (K) | | | | | | | | | | | | | No.of Regulations/ Documents submitted to the SLTIP | Expedite the movement, release and clearance of goods, including goods in transit Success full management of WTO and maintaining good international relation |
| 5 | Issues submitted by industries/ other organizations | | | | | | | | | | | | | | | | |
| 5.1 | Addressing trade and tariff related issues submitted by industries/ other organizations | i. Study the matters submitted ii. Conduct stakeholder meetings, if necessary iii. Propose solutions for the issues. | ADG (W) D(G) DD(B) AD (Ch) | | | | | | | | | | | | | Make good relationship with traders and Industries of The country | Keeping good trading environment |

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| 5.2 | Addressing requests related to Imports and exports Control measures | i. Study the matters received and examine the possible provisions ii. Facilitate them as per the Regulations, if possible iii. Coordinate with IECD to impose new Regulations, if needed | ADG (W) D(G) DD(B) AD (Ch) | | | | | | | | | | | | | No.of regulations imposed | Controlling outflow of the foreign Exchange Enhancing external resource |
| 5.3 | Regulation and facilitation of importation received as donation | i. Study the matters received ii. Forward the requests to relevant authorities Address the issues | D(S) DD(B) | | | | | | | | | | | | | No.of donations received | Facilitated to import the Goods with the concessionary rates of duties Support to Fulfill the Social needs |
| 5.4 | Addressing requests related to Board of Investment of Sri Lanka | i. Study the matters submitted ii. Conduct stakeholder meetings iii. Propose solutions for the issues. iv. Implementation of solutions | ADG (K) D(V) DD (B) | | | | | | | | | | | | | Facilitation for Investments of the Country | Economy improvement of the country |

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| 5.5 | Hub Regulations | i Prepare the Cabinet Papers ii Issue the Regulations iii Study the matters submitted iv Stakeholders meeting Implementation of solutions | ADG (K) D(V) AD (K) | | | | | | | | | | | | | No.of regulations prepared | Enhancing international Trade and Economy |
| 5.6 | CESS related issues/requests submitted by Gov. organizations/ industries/ other organizations | i. Study the issues/requests submitted ii. Stakeholder meetings Implementation of solution | ADG (K) D(V) AD (K) | | | | | | | | | | | | | Make good relationship with traders and Industries of The country | Keeping good trade environment |
| 5.7 | Colombo Port City | i. Study the matters submitted ii. Stakeholders meeting Implementation of solutions | ADG (K) D(V) AD(K) | | | | | | | | | | | | | No.of regulations prepared | Enhancing international Trade and Economy |

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| | | | | | | | | | | | | | | | | | |
| 6 | Revision of TIEP scheme | i. Requests received for policy approvals ii. Stake holders meeting ii. Preparation / revision of regulation v. Published revised regulations under a gazette notifications | D (S) | | | | | | | | | | | | | No.of directions issued | Generating Income through Facilitating good environment of exporters Economy growth |
| 7 | Facilitate for implementation of Trade Policy related Budget Proposals of the Budget Speech and directions issued by various Parliamentary Committees | i. Studying trade and tariff related Budget Proposals. ii. Conducting stakeholder meetings iii. Proposing solutions and preparing regulations/ policy guidelines iv. Implementation of solutions | ADG (W) D(S) DD (s) | | | | | | | | | | | | | No.of projects implemented | Implementation of Government Policy without fail Providing benefits of the country community |

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| 8 | Granting Duty Waivers under the provisions of the Customs Ordinance | | | | | | | | | | | | | | | | |
| 8.1 | Granting approval for importation of goods for Special Development projects under the Section 19A of the Customs Ordinance | <p>i. Receiving project approval letter to waive of CID from the DG Department of Fiscal policy.</p> <p>ii. Receiving the request and recommendation from the Secretary to the relevant line Ministry with required documents</p> <p>iii. Checking all documents and if all required documents are available preparing the duty waiver letter.</p> | ADG (R) D(A) | | | | | | | | | | | | | No.of Duty waivers granted | Improving of stranded of living |

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| 8.2 | Granting approval for importation of goods on re-export basis for Special Development projects under the Section 22 A of the Customs Ordinance | iv. Submitting the letter online to the DG, Sri Lanka Customs. v. Issuing the CID waiver off letter to the consignee with a copy to the relevant authority. and Maintaining the records | ADG (R) D(A) | | | | | | | | | | | | | No.of Duty waivers granted | Improving of stranded of living Economy improvement of the country |
| 8.3 | Granting Duty Waivers under the Section 19A of the Customs Ordinance for the goods imported for public interest. | i Recommendation letter of the CID waive off from the relevant line Ministry with required documents ii Checking the all documents iii Calculating the amount of CID applicable and minute to submit for Hon. Minister's approval iv. preparing the CID waive off letter | ADG (R) D(A) | | | | | | | | | | | | | No.of Duty waivers granted | Facilitating needy people of the country Improving of stranded of living Social enhancement |

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| 8.4 | Issuance of Gazette Notifications on duty waivers granted under the Section 19(A) of Customs Ordinance | <ul style="list-style-type: none"> i. Obtaining the Data from the Sri Lanka customs ii. Preparation the data and translating in to the Sinhala and Tamil languages iii. Publish the Gazette Notification and Table in the Parliament | ADG (R) D(A) | | | | | | | | | | | | | No.of Gazette Notifications issued | Keeping transparency and accountability |
| 9 | Bilateral / Plurilateral Joint Trade Committees | <ul style="list-style-type: none"> i. Participate for the Bilateral / Plurilateral Joint Trade Committees ii. Study the proposals iii. Provide Solutions for tariff policy related issues including customs matters Propose solutions for other relevant issues iv. other relevant issue | D (G) DD(B) AD (Ch) | | | | | | | | | | | | | No.of Solutions proposed | Keeping good International Relationship and Trade environment |

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| 10 | Bonded Warehouses related matters | | | | | | | | | | | | | | | | |
| 10.1 | Reviewing of Policy guidelines related to Bonded Warehouses | <ul style="list-style-type: none"> i. Studying policy requests. ii. Conducting stakeholder consultations. ii. Establishing policy guidelines | ADG (R) D(S) | | | | | | | | | | | | | No.of Guidelines established | Providing suitable policies for good functions of the bonded warehouses |
| 10.2 | Establishment/ re-location / de-bond of Bonded Warehouses (B/W) | <ul style="list-style-type: none"> i. Studying requests ii. Obtaining necessary information. iii. Obtaining recommendations from Sri Lanka Customs. iv. Reviewing with current regulations applicable to B/W. v. Granting Approval. | ADG (R) D(S) | | | | | | | | | | | | | No.of Approvals granted for establishment/ re-location of Bonded Warehouses No of Policy Compliance approval granted | Easy of doing business Good management /function of the bonded warehouses |

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|------|--|---|-------------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|---|-----------------|
| 11 | Oversight Committee of Parliament / Public Finance Committee of Parliament | | | | | | | | | | | | | | | | |
| 11.1 | Participation to the Parliament Committees | i. Study the matters / directions forwarded by the parliament committees | ADG (K) ADG (W) ADG (R) | | | | | | | | | | | | | Keeping Responsibility and Transparency | Good Governance |
| 11.2 | Implementation of recommendations of President Commissions | i. Obtain necessary approvals ii. Submit reports | ADG (K) ADG (W) ADG (R) | | | | | | | | | | | | | | |
| 12 | Preparation of Answers for Parliamentary Questions / Cabinet Observations | | | | | | | | | | | | | | | | |
| 12.1 | Preparation of Answers for Parliamentary Questions | i. Studying the Parliamentary Question received ii. Preparation of Answers for Parliamentary Questions | ADG (K) ADG (W) ADG (R) | | | | | | | | | | | | | Keeping Responsibility and Transparency | Good Governance |
| 12.2 | Preparation of observations of the Cabinet Memorandum | i. Studying the Cabinet Memorandum Preparation of Observations for the Cabinet Memorandum | ADG (K) ADG (W) ADG (R) | | | | | | | | | | | | | | |

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|------|--|---|-------------------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|--|-----------------------------|
| 13 | Facilitating Boarder /Customs Management | i. Amending customs ordinance as required ii. Attending for appeals under the Sections 164 & 165 of the Customs Ordinance <ul style="list-style-type: none"> • Obtaining necessary clarifications • Preparation of Reports • Obtaining the approval of Hon. Minister of Finance • Make aware the relevant parties accordingly | ADG (W) DD (S) | | | | | | | | | | | | | Good management of international Trade environment | Enhancing Trade and Economy |

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| 14 | Matters related Foreign Exchange Act No 12 of 2017, Financial Intelligence Unit and other matters related to Central Bank of Sri Lanka | <ul style="list-style-type: none"> i. Facilitation of amendments, made to Orders and Regulations issued under Foreign Exchange Act No. 12 of 2017 ii. Facilitation to get the approval of Hon. Minister iii. Replying to the clarifications made by general public, Govt. & NGO's iv. Coordination with Central Bank of Sri Lanka in respect of FIU including Anti-Money Laundering Act and Financial Transactions Reporting Act v. Coordination with Central Bank of Sri Lanka in respect of FIU including Anti-Money Laundering Act and Financial Transactions Reporting Act | ADG (R) DD (T) | | | | | | | | | | | | | | No.of. Gazette, Orders, Regulations and Directions issued | Easy of doing business and good foreign exchange policy |

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| | | | | | | | | | | | | | | | | | |
| 15 | Implementation of SAARC Development Fund (SDF) activities | i. Facilitate SDF to approve funding for local projects ii. Provide information/ Observations/recommendations related to SDF projects iii. Conduct progress review meeting and forward relevant reports to SDF | ADG (W) D (Admin) Acct | | | | | | | | | | | | | No.of Projects implemented Facilitating needy people of the country | Improving of stranded of living Social enhancement |
| 16 | Trade national Single Window System (TNSWS) Project | i. Engage with donor agencies for technical and financial assistant ii. Establishment of Project Implementation Unit (PMU) iii. Implementation and Management TNSWS by PMU | ADG (K) ADG (R) DD(B) | | | | | | | | | | | | | Well established TNSWS | Enhancing revenue A trade favorable environment |

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| 17 | Miscellaneous | Depend on the task | D(S) | | | | | | | | | | | | | No.of. issues/request attend | Enhancing Trade and Economic |
| 18 | Disposal of vehicles imported under the various duty concession schemes | Granting approvals for disposal of vehicle under various duty concession schemes | ADG (R) TA (A) | | | | | | | | | | | | | Approval Granted to disposal | Condition deleted from the registration book |
| 19 | Issuance of Vehicle Import Permits under Concessionary Terms for the eligible officers of Government Service, State Corporations, Statutory Institutions and Governors of Provinces | i. Issuing vehicle permits under the various duty concession schemes <ul style="list-style-type: none"> • under the Circular No 01/2018 • under the Circular No 22/99 • under the MIS 210 ii. Amending relevant circulars | ADG (R) DD (S) TA (A) | | | | | | | | | | | | Facilitated to the transportation of the high level officers | Improvement of the Government Service efficiency | |

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| 20 | Right to Information Act No. 12 of 2016 | i. Replying to the requests received ii. Attending to the appeals received on rejection of giving information | DG TA(A) | | | | | | | | | | | | | No.of Information sharing to the public | Transparence y of Public service |
| 21 | Human Resource Management | i. Acquiring HR ii. Developing Capacity of HR iii. Servicing of HR | D (Admin) AO | | | | | | | | | | | | | No. of Tanning program Conducted | Increased employee knowledge, satisfaction, motivation, and commitment to organizational goals. |
| 22 | Maintaining personal files of Departmental staff up to date | i. Complete performance appraisal of the staff ii. Providing Salary increment up to date | D (Admin) AO | | | | | | | | | | | | | Number of procurement completed | Achieve the value for money |

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| 23 | Procurement | i. Calling Quotations ii. Technical evaluation iii. Selection & Approval iv. Awarding v. Signing Agreements vi. Payment for Procurement | D (Admin) AO | | | | | | | | | | | | | Better financial management and supply of quality products | Better management of Government resources |
| 24 | Fleet Management | i. Taking revenue licenses and insurance for office vehicles ii. Doing vehicle repairs and services iii. Providing response to Audit queries in respect of vehicle related matters. | D (Admin) AO | | | | | | | | | | | | | Number of Fuel consumption test Vehicle Maintenance Schedule and Records Compliance with Regulations | Improved the safety and extends the lifespan of the fleet |

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| 25 | Court Cases | Attending the Court Cases related to : ➤ Customs Ordinance ➤ Trade Policy matters ➤ Circular on Issuance of vehicle Permits <ul style="list-style-type: none"> • Compilation of averments • Legal consultation, etc. | ADG (R) DD (S) TA (A) | | | | | | | | | | | | | Responsibility of the Government | Services providing according to the laws and regulations |
| 26 | Financial Management | | | | | | | | | | | | | | | | |
| 26.1 | Planning financial resources | Preparation of budget estimate ii. Planning monthly capital & recurrent expenditures iii. Setting the allocation & impress limits quarterly iv. Forecast the future fund requirement | D (Admin) Acct | | | | | | | | | | | | | Financial progress against budget estimate. Number of imprest request reports | Ensures that financial resources are utilized effectively to achieve organizations goals |

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| 26.2 | Recording the transactions | i Preparing monthly accounting summaries and bank reconciliation ii Preparing control accounts and reconciliation reports iii Preparing Appropriation accounts iv Preparing advance "B" account and Deposit | D (Admin) Acct | | | | | | | | | | | | | Number of timely submitted accounting summary and bank reconciliation Number of timely submitted accounts | Enhanced financial transparency, reduced risks of errors and fraud |
| 27 | Answering audit queries raised by the General Audit, Management Audit and Internal Audit | i. Collecting requested information. ii. Preparing and submitting answers iii. Taking proaction to minimize the audit quarries | D (Admin) Acct | | | | | | | | | | | | | Number of timely submitted audit responses | Enhance the contribution to a more resilient and accountable organization |

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| 28 | Assets and Inventory management | i. Recording and updating inventory and asset register ii. Maintaining and repairing the assets (Vehicles, Machinery etc.) iii. Payment for stationery & office requisites and maintenance of vehicles, plant and machinery iv. Conduct the Annual Board of Survey | D (Admin) Acct | | | | | | | | | | | | | Number of Board of surveys conducted Accurate Asset and Inventory Records | Enhance overall operational performance and transparency |
| 29 | Maintaining utility services (Telephone, Fuel, Cleaning, Postal) | i. Recording and supervising utility services ii. Payment for supplies and services | D (Admin) Acct AO | | | | | | | | | | | | | Regular Equipment Inspections and Maintenance Number of utility service payment made | Ensure uninterrupted operations while minimizing costs |

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| 30 | Preparation of Monthly & Quarterly Progress Report | i. Collecting data from relevant divisions ii. Preparing the Reports iii. Submitting to the Government audit and other required parties | ADG (R) DD (T) | | | | | | | | | | | | | | |
| 31 | Preparing the Performance Report | i. Collecting data from relevant divisions ii. Preparing Performance Report iii. Submitting to the Parliament, Audit and Other Relevant Authorities | ADG (R) DD(T) | | | | | | | | | | | | | No.of reports prepared | Maintaining transparency, good governance and accountability of the Department |

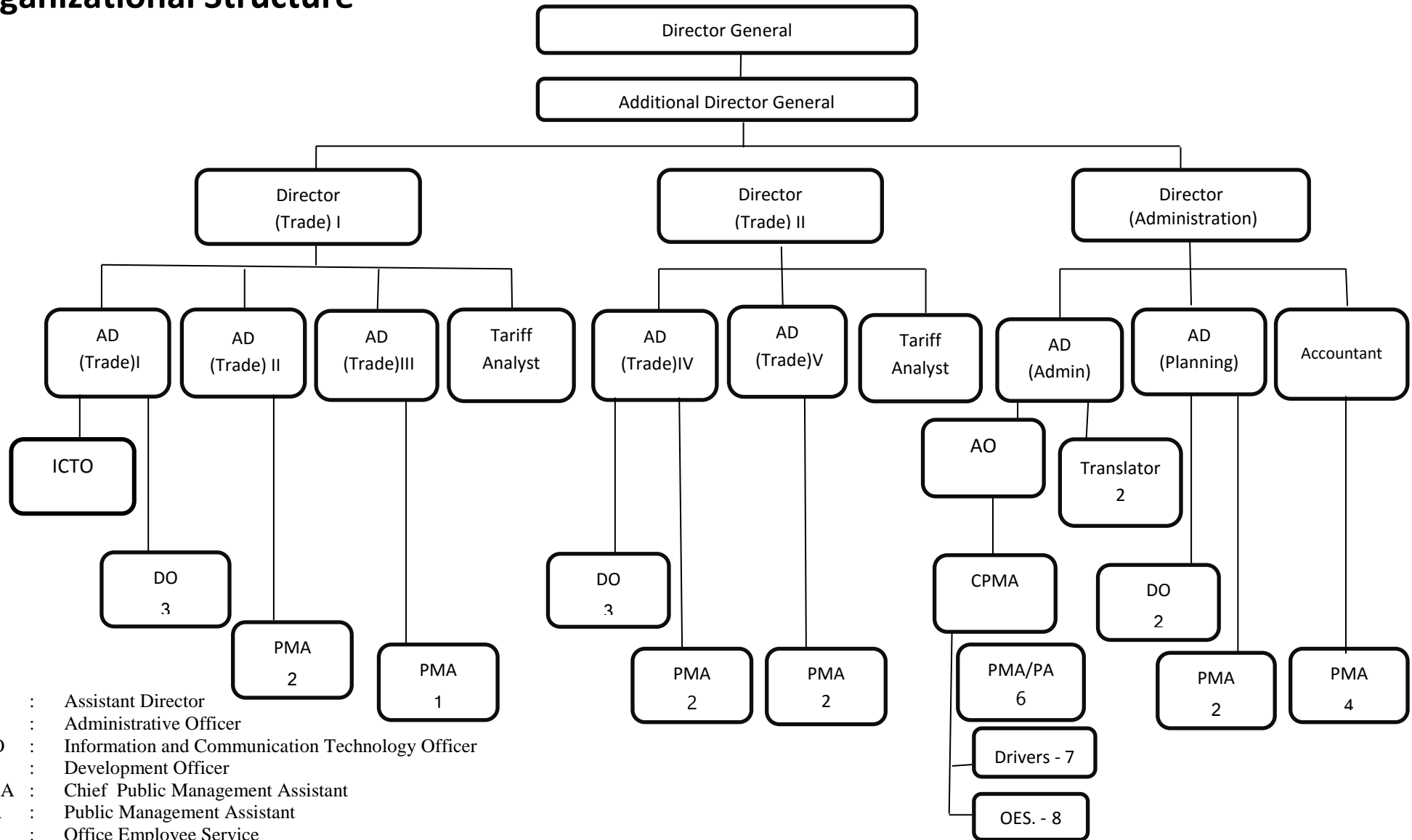
Relevant Sustainable Development Goals (SDGs) of The Department (2024)

| No | Strategy | Goal No | Sustainable Development Goals (SDGs) |
|----|---|---------|---|
| 01 | Implementation of ongoing Bilateral, Plurilateral and Multilateral Trade Agreements | Goal 17 | Strengthen the means of implementation and revitalize the global partnership for sustainable development |
| 02 | Facilitation of Proposed Free Trade Agreements | | |
| 03 | Assisting for implementation of WTO Trade Facilitation Agreement | | |
| 04 | Bilateral / Plurilateral Joint Trade Committees | | |
| 05 | Implementation of SAARC Development Fund (SDF) activities | | |
| 06 | Oversight Committee of Parliament / Public Finance Committee of Parliament | Goal 16 | Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels |
| 07 | Preparation of Answers for Parliamentary Questions / Cabinet Observations | | |
| 08 | Facilitating Boarder /Customs Management | | |
| 09 | Facilitate for implementation of Trade Policy related Budget Proposals of the Budget Speech and directions issued by various Parliamentary Committees | | |
| 10 | Matters related Foreign Exchange Act No 12 of 2017, Financial Intelligence Unit and other matters related to Central Bank of Sri Lanka | | |
| 11 | Right to Information Act No. 12 of 2016 | | |
| 12 | Human Resource Management | | |
| 13 | Maintaining personal files of Departmental staff up to date | | |
| 14 | Procurement | | |
| 15 | Fleet Management | | |
| 16 | Court Cases | | |
| 17 | Financial Management | | |
| 18 | Answering audit queries related to the Department (General Audit, Management Audit, Internal Audit) | | |

Relevant Sustainable Development Goals (SDGs) of The Department (2024)

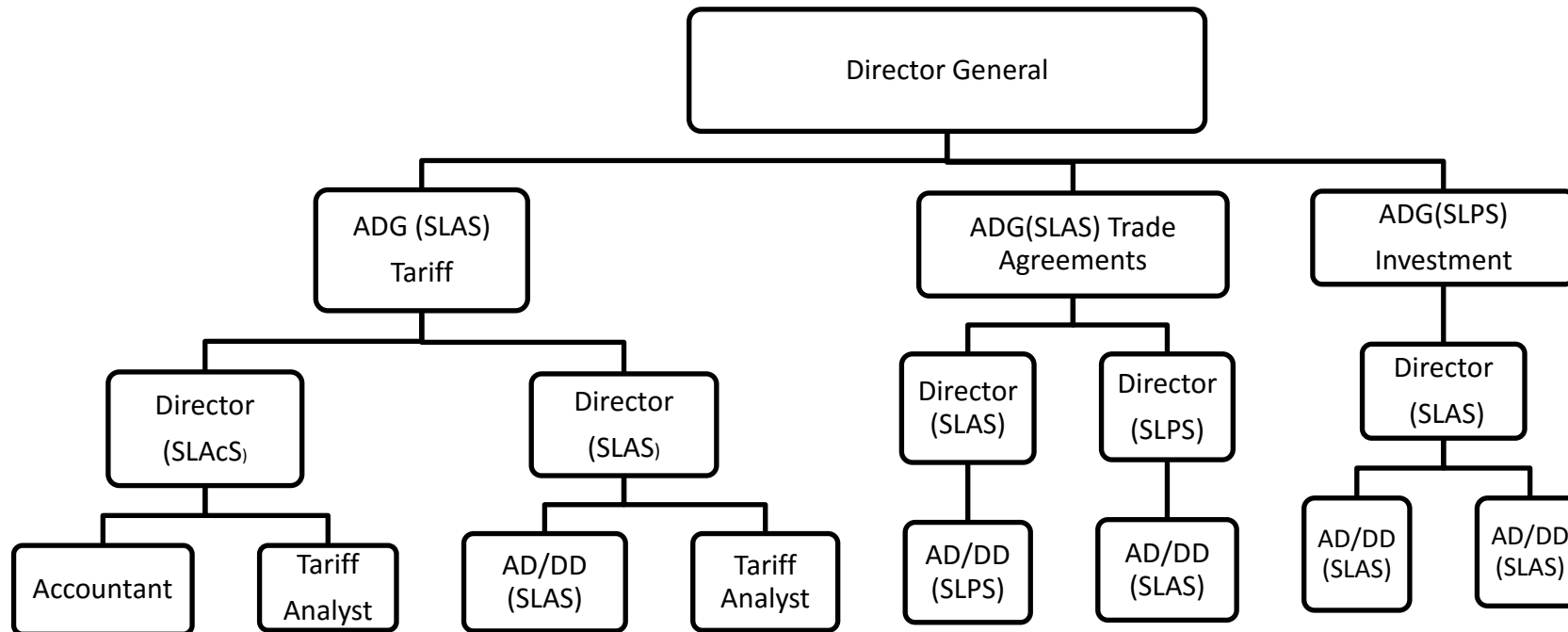
| No | Strategy | Goal No | Sustainable Development Goals (SDGs) |
|----|--|---------|---|
| 19 | Assets and Inventory management | Goal 16 | Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels |
| 20 | Maintaining utility services (Telephone, Fuel, Cleaning, Postal) | | |
| 21 | Preparation of Monthly & Quarterly Progress Report | | |
| 22 | Preparing the Performance Report | | |
| 23 | Miscellaneous | | |
| 24 | Bonded Warehouses related matters | Goal 12 | Ensure sustainable consumption and production patterns |
| 25 | Disposal of vehicles imported under the various duty concession schemes | | |
| 26 | Issuance of Vehicle Import Permits under Concessionary Terms for the eligible officers of Government Service, State Corporations , Statutory Institutions and Governors of Provinces | | |
| 27 | Revision of TIEP scheme | | |
| 28 | Reviewing of Tariff Policy for National Development | Goal 12 | Ensure sustainable consumption and production patterns |
| | Trade national Single Window System (TNSWS) Project | Goal 08 | Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all |
| 29 | | | |
| 30 | Issues submitted by industries/ other organizations | Goal 08 | Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all |
| 31 | Granting Duty Waivers under the provisions of the Customs Ordinance | | |

Organizational Structure



****As approved by the DG, MSD**

Organizational Structure



** As per the letter No. DMS/ CM02 / NTS dated 11. 01. 2021 sent by DST

| No | Department of Trade and Investment Policy - Cadre Information — 2024 | | | | | | | | | | |
|----|--|--------------|-------------|-------------|---------------|----------------|----------|--------|----------------|----------|--------|
| | Designation | Service | Grade/Class | Salary Code | Service Level | Approved Cadre | | | Existing Cadre | | |
| | | | | | | Permanent | Contract | Casual | Permanent | Contract | Casual |
| 1 | Director General | SLAS | Special | SL3 | 1 | 1 | 0 | 0 | 1 | 0 | 0 |
| 2 | Additional Director General | SLAS | Special | SL3 | 1 | 2 | 0 | 0 | 2 | 0 | 0 |
| 3 | Additional Director General | SLPS | Special | SL3 | 1 | 1 | 0 | 0 | 1 | 0 | 0 |
| 4 | Director | SLAS | I | SL1 | 1 | 3 | 0 | 0 | 3 | 0 | 0 |
| 5 | Director | SLPS | I | SL1 | 1 | 1 | 0 | 0 | 1 | 0 | 0 |
| 6 | Director | SLAcS | I | SL1 | 1 | 1 | 0 | 0 | 1 | 0 | 0 |
| 7 | Assistant/Deputy Director | SLAS | II/III | SL1 | 1 | 4 | 0 | 0 | 4 | 0 | 0 |
| 8 | Assistant/Deputy Director | SLPS | II/III | SL1 | 1 | 1 | 0 | 0 | 1 | 0 | 0 |
| 9 | Accountant | SLAcS | II/III | SL1 | 1 | 1 | 0 | 0 | 1 | 0 | 0 |
| 10 | Tax Analyst | Departmental | II/III | SL1 | 1 | 2 | 0 | 0 | 2 | 0 | 0 |
| 11 | Administrative Officer | MSOS | Supra | MN7 | 2 | 1 | 0 | 0 | 0 | 0 | 0 |
| 12 | Translator | GTS | I | MN6 | 2 | 2 | 0 | 0 | 1 | 0 | 0 |
| 13 | Information and Communication Technology Officer | SLITS | II/I | MN6 | 2 | 1 | 0 | 0 | 1 | 0 | 0 |
| 14 | Research Assistant/Development Officer | DOS | I/II/III | MN4 | 3 | 8 | 0 | 0 | 7 | 0 | 0 |
| 15 | Public Management Assistant | MSOS | I/II/III | MN2 | 3 | 20 | 0 | 0 | 17 | 0 | 0 |
| 16 | Driver | DS | I/II/III | PL3 | 4 | 7 | 0 | 0 | 6 | 0 | 0 |
| 17 | Office Employee Service | OES | I/II/III | PL1 | 4 | 8 | 0 | 0 | 5 | 0 | 0 |

Statement of Cash Flow as per approved Expenditure Plans -2024 (January – December)

Head No: 244

| Expenditure items(with Expenditure Codes) | Cash Requirement for the approved expenditure plans | | | | | | | | | | | | | | | Rs.'000 | |
|---|---|--------------|--------------|---------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|----------------|
| | Jan. | Feb. | Mar | 1st Qtr Total | April | May | June | 2nd Qtr | July | Aug. | Sep. | 3rd Qtr Total | Oct. | Nov. | Dec. | 4th Qtr Total | Grand Total |
| Salaries and allowance (1001 and 1003) | 4,078 | 4,078 | 4,078 | 12,234 | 4,078 | 4,078 | 4,078 | 12,234 | 4,079 | 4,079 | 4,079 | 12,237 | 4,080 | 4,080 | 4,080 | 12,240 | 48,945 |
| Other Allowances paid with salary (Except object code 1003) | 738 | 738 | 738 | 2,214 | 738 | 738 | 738 | 2,214 | 738 | 738 | 738 | 2,214 | 738 | 738 | 746 | 2,222 | 8,864 |
| Overtime and Holiday pay (1002) | 85 | 78 | 78 | 241 | 76 | 76 | 76 | 228 | 76 | 76 | 76 | 228 | 85 | 85 | 83 | 253 | 950 |
| All other Recurrent Expenditure | 2,441 | 2,441 | 2,441 | 7,323 | 2,441 | 2,441 | 2,441 | 7,323 | 2,441 | 2,441 | 2,441 | 7,323 | 2,441 | 2,441 | 2,440 | 7,322 | 29,291 |
| Total Recurrent | 7,342 | 7,335 | 7,335 | 22,012 | 7,333 | 7,333 | 7,333 | 21,999 | 7,334 | 7,334 | 7,334 | 22,002 | 7,344 | 7,344 | 7,349 | 22,037 | 88,050 |
| Other all Capital Expenses | 1,000 | 1,000 | 1,000 | 3,000 | 1,000 | 20,000 | 20,000 | 41,000 | 20,000 | 20,000 | 20,000 | 60,000 | 30,000 | 34,000 | 36,000 | 100,000 | 204,000 |
| Public Officers Advance Account | 1,000 | 250 | 250 | 1,500 | 500 | 250 | 250 | 1,000 | 250 | 250 | 250 | 750 | 250 | 250 | 250 | 750 | 4,000 |
| Grand Total | 9,342 | 8,585 | 8,585 | 26,512 | 8,833 | 27,583 | 27,583 | 63,999 | 27,584 | 27,584 | 27,584 | 82,752 | 37,594 | 41,594 | 43,599 | 122,787 | 296,050 |

Name of the Department: Department of Trade and Investment Policy

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

Prepared By...

Checked By:

Chief Financial Officer/Chief accountant / Director (Finance) - Signature.....

- Name: W.A. Dimuthu Wijesinghe

- Date.....

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

Contact Details

| Order | Name | Post | Cord | Office | Mobile |
|-------|-------------------------------|-----------------------------|---------|------------|------------|
| 1 | Mr. K.A. Vimalenthirarajah | Director General | DG | 0112484930 | 0777860982 |
| 2 | Mrs. K. Parameswaran | Additional Director General | ADG (K) | 0112034506 | 0771394182 |
| 3. | Mr.W.S.K.Liyanagama | Additional Director General | ADG (W) | 0112484664 | 0714899644 |
| 4. | Mr.R.K.R.R.Ranaweera | Additional Director General | ADG (R) | 0112484940 | 0714466418 |
| 5. | Mrs.J.K.N.Samanmalee | Director | D(S) | 0112484660 | 0714346547 |
| 6 | Mr.D.A.A.Gunasekera | Director | D(G) | 0112484655 | 0714090286 |
| 7 | Mrs. Visaka W. Elapatha | Director | D(V) | 0112034507 | 0777275189 |
| 8. | Mrs.D.A.S. Dahanayaka | Director (Acting) | D(A) | 0112034441 | 0777863400 |
| 9. | Mrs. D.T. Sutharshan | Deputy Director | DD(T) | 0112151468 | 0718609173 |
| 10. | Miss.R.A.S.A,Rajapakse | Deputy Director | DD(S) | 0112484785 | 0712923481 |
| 11 | Mrs.N.A.B.M.Nilawaka Arachchi | Deputy Director | DD(B) | 0112484905 | 0772247126 |
| 12. | Mr. P.Kuruparan | Asst. Director | AD(K) | 0112484599 | 0776003909 |
| 13 | Mrs. A.P.D.D.Chandurangi | Asst. Director | AD(Ch) | 0112484940 | 0773309424 |
| 14 | Mr. W.A. Dimuthu Wijesingha | Accountant | Acct. | 0112484759 | 0716378254 |
| 15 | Mr. K.D.J.Wasantha | Tariff Analyst | TA(W) | Ext.1119 | 0714397658 |
| 16 | Mr. D.M.A. Dasanayaka | Tariff Analyst | TA(A) | Ext.1403 | 0773088756 |