

**ANNUAL ACTION PLAN - 2017**  
**DEPARTMENT OF TRADE AND INVESTMENT POLICY**

Order	Policies	Strategies	Proposed Activities	Allocation (Rs.Mn)	Date of Commencement	Date of Completion	Financial Target (Rs.Mn)				Physical Target (%) (Cumulative)				Output/ Indicator	Implementing Agency	Contact Numbers	Remarks	
							Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
<b>Trade Policy</b>																			
<b>Tariff Policy on Bilateral, Plurilateral and Multilateral Trade Agreements</b>																			
1.	<b>Review and resolving Tariff Policy Issues</b>				Jan	Dec													
1.1	India - Sri Lanka Free Trade Agreement (ISFTA)	i. Tariff Liberalization for market access ii. Rationalization of sensitive list for trade – Industry facilitation iii. Review of tariff structure iv. Review of bilateral trade flows v. Addressing industry specific issues	i.Implementation of Tariff Liberalization Program ii.Review of Sensitive List iii.Addressing trade policy related issues under the agreements iv.Bilateral / Plurilateral Consultations		Jan	Dec					25	50	75	100	No. of policy issues reported	No. of policy issues resolved	Department of Trade and Investment Policy	D(V) AD (JM) AD (S)	Attached
1.2	South Asia Free Trade Agreement (SAFTA)				Jan	Dec					25	50	75	100					
1.3	Pakistan - Sri Lanka Free Trade Agreement (PSFTA)				Jan	Dec					25	50	75	100	No. of policy issues reported	No. of policy issues resolved			
1.4	Asia Pacific Trade Agreement (APTA)				Jan	Dec					25	50	75	100	No. of meetings attended / issues resolved	No. of issues resolved/ meetings attended			
1.5	SAARC Agreement on Trade in Services				Jan	Dec					25	50	75	100	No. of issues arisen	No. of issues resolved			

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2.	<b>Facilitation of new Free Trade Agreements</b>				Jan	Dec													
2.1	Bay of Bengal Initiative for Multi - Sectoral Technical & Economic Co-operation (BIMSTEC)	i. Formation of sensitive list ii. Devising tariff liberalization schedule/ tracks iii. Revenue impact analysis iv. Stakeholder consultations v. Facilitation to the AfIT for FTA negotiations	i. Finalization of tracks of tariff liberalization programme							25	50	75	100	No. of issues arisen	Department of Trade and Investment Policy	D(V) AD (JM) AD (S)			
			ii. Compilation of Negative List											No. of issues resolved					
2.2	Proposed China - Sri Lanka Free Trade Agreement		iii. Representing the MoF in FTAs negotiations								25	50	75	100					
2.3	Proposed Sri Lanka - Singapore Free Trade Agreement		iv. Revenue implication analysis								25	50	75	100			Negative list prepared Agreed minutes prepared		
		v. Review and coordination of Customs Procedures and Trade Facilitation Chapter of FTAs												Revenue implication report prepared					
2.4	Proposed Economic and Technology Agreement with India	vi. Review of Para – Tariff measures								25	50	75	100	Approved text of CP and TF chapter					

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3	<b>Representing Ministry of Finance in the Joint Trade Committee/ Council</b>				Jan	Dec												
3.1	Bilateral / Plurilateral Joint Trade Committees	Facilitating to increase trade flows bilaterally	Solving tariff policy related issues including Customs matters with respective countries									25	50	75	100	No. of issues arisen		
																No. of issues resolved		
4	Observations on Bilateral / Plurilateral Memorandum of Understanding (MOUs)	i. Contribution to the image building internationally ii. Improving bilateral / regional / international relationships	Analyzing the MOU to promote benefits to the country		Jan	Dec						25	50	75	100	No. of observations requested		
																No. of observations provided		
5	Update and Compile Policy on Assembling Motor Vehicle Industry in Sri Lanka	i. Value Addition ii. Promotion of Auto Spare parts industry iii. Criteria base Policy framework – quality standard and certification	i. Stake holder consultations ii. Approved the Policy Paper iii. Formation of Auto – Spare parts Association		Jan	Dec						-	-	100	100	No. of issues arisen		
																No. of issues resolved		
6	Review of Tariff Policy for National Development	i. Stakeholders consultation ii. Trade data analysis iii. Benchmarking	i. Issuance of RPO Gazette ii. Issuance of SCL notification		Jan	Dec						10	30	80	100	No. of RPOs issued		
																No of SCL notifications issued		

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7	Implementation of 19 A Waivers and Exemptions	Facilitating the national interest and economic development	Getting approval for the exemptions and concessions		Jan	Dec					25	50	75	100	No. of duty waivers requested	D(V) AD (JM) AD (S)		
											No. of duty waivers granted							
8	Preparation of observations on the Cabinet Memoranda	i. Impact Analysis ii. Policy Compliance	Preparation of observations on the Cabinet Memoranda		Jan	Dec					25	50	75	100	No. of Cabinet Memoranda presented	ADG D(C) D(V) D(D)		
											No. of observations prepared							
9	Preparation of Answers for Parliamentary Questions	Answering without delay	Preparation of Answers for Parliamentary Questions		Jan	Dec					25	50	75	100	No. of questions received	D(D) AD (S)		
											No. of questions answered							
10	Facilitating Boarder /Customs Management	i. Issuance of policy guidance ii. Promulgation of rules and regulations iii. Mitigation of Revenue loss	i. Issuance of Policy Guidance ii. Obtain Observations iii. Review of regulation		Jan	Dec					25	50	75	100	No. of policy guidance issued	D(V) AD (JM) AD (S)		
											No. of regulations reviewed							

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11	Appeals under the Sections 164 & 165 of the Customs Ordinance	Case analysis within the legal provisions to cope with the appeal	i. Obtaining necessary clarifications ii. Preparation of reports iii. Obtaining the approval of Hon. Minister of Finance iv. Make aware the relevant parties accordingly		Jan	Dec					25	50	75	100	No. of reports prepared	Department of Trade and Investment Policy	D(V) AD (JM) AD (S)			
														No. of approvals granted						
														No. of acknowledgement needed						
														No. of acknowledgement						
12	Granting approvals for imported goods on re-export basis for the Special Development Projects	Rationalization of disposal of used project goods to avoid market distortions.	Granting approval on the Section 22 of the Customs Ordinance		Jan	Dec					25	50	75	100	No. of approvals needed					
															No. of approvals granted					
13	Trade Facilitation Forum including Ease of Doing Business Forums	Common platform for trade policy related issues	i. Participate at the Ease of Doing Business Forum ii. Participate at the Exporters Forum iii. Participate at the Trade Facilitation Committee		Jan	Dec					25	50	75	100	No. of meetings expected					
															No. of meetings attended					

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							Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
14	Court Cases related to the Trade Policy	Establish legality of the decisions	i. Compilation of averments ii. Legal Consultation		Jan	Dec					25	50	75	100	Department of Trade and Investment Policy	D(V) AD (JM) AD (S)		
														No of cases received				
15	Trade/ Tariff policy making	i. Policy Papers to the Cabinet of Ministers (the CCEM) ii. Policy Observations to the Cabinet of Ministers (the CCEM) iii. Policy Compliance to the decision of the Cabinet of Ministers (the CCEM)	i. Revision of tariff structure ii. Issuance of gazette notifications iii. Compilation and submission of memoranda iv. Submission of observations		Jan	Dec					25	50	75	100	Department of Trade and Investment Policy	D(V) AD (JM) AD (S)		
														No. of Tariff revisions / Gazette Notifications				

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16	Implementation of Trade Policy related Budget Proposals - 2017	Inter- agency coordination	i. Obtain activity plan ii. Obtain progress reports iii. Review meetings		Jan	Dec					25	50	75	100	No. of meetings attended	Dep.of Trade and Investment Policy	D(V) AD (JM) AD (S)	
<b>Investment</b>																		
17	To maintain a database on Bonded Warehouses	Maintain a database only for active bonded warehouse	Update the data base annually with the information requested from Sri Lanka Customs		Jan	Dec					25	50	75	100	Updated Bonded Warehouses Database	Dep.of Trade and Investment Policy	D(D) AD (RW)	Attached
18	To develop a Bonded Warehouse policy framework	Identify the types of bonded warehouses and prepare policy guidelines for them	With the consultation of relevant stakeholders prepare policy guidelines for Bonded warehouses		Jan	Dec					25	50	75	100	No. of policies introduced for identified areas	Dep.of Trade and Investment Policy	D(D) AD (RW)	

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19	Activities related to Investment Policy	focuses on outward/ inward investments	When a request or a policy issue arise, review the existing investment policies and give recommendations/ solutions		Jan	Dec					25	50	75	100	No. of request /issues arisen and recommendations / solutions given	Department of Trade and Investment Policy	D(D) AD (T)	Attached			
20	Activities related to Outward Investment	Compliance in the Exchange Control Act and current laws Reviewing recommendations by CBSL	Providing appropriate instructions to Investors/ government or non government organizations for their requests and problems Reviewing recommendations submitted by the CBSL		Jan	Dec					25	50	75	100	No.of problems solved						
															No.of investments made and the value						
21	TIEP (Temporary Importation for Export Processing)	Compliance to the regulations given in the relevant gazette and regulations given by the Department of Customs	When an investor/Ministry of Industries & Commerce seeks this Departments' concurrence, study the project proposal and give concurrence		Jan	Dec					25	50	75	100	No. of requests facilitated / granted						



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22	Attending for Exchange Control matters/ Appeals on the violation of the provisions of the Exchange Control Act	Compliance to the Exchange Control Act penalty imposed by the CBSL  Reviewing recommendations made by CBSL	Study and submission of appeals on penalty imposed by the CBSL on violation of Exchange Control Act to the Hon. Minister of Finance for the approval/ annul/ reduction		Jan	Dec					25	50	75	100	Dept. of Trade and Investment Policy	D(D) AD (T)	Attached	
23	SAARC Development Fund (SDF)	According to the rules and regulations on SDF and the decisions taken in the meetings	Project Co - ordination and taking follow up actions		Jan	Dec					25	50	75	100		D(D) AD (RW)		
24	Activities relating to Financial Intelligence Unit of CBSL	Pronation of financial fraud matters	Participation for observation meetings  Submission to the Minister of Finance approvals		Jan	Dec					25	50	75	100		D(D) AD (E)		

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25	Investors Facilitation Forum	Develop Facilitations to investors to invest in our country.	Attending the meetings		Jan	Dec					25	50	75	100	No of Forums attend	D(D) AD (T)			
<b>Administration and Special Schemes.</b>																			
26	Issuing vehicle permits under the various duty concession schemes, amending circulars and attending for complains and appeals	Protecting core objective to the circular, proved solution to the issue/apples	Issuing vehicle permits under : Trade and Investment Policy Circular No 01/2016 Public Administration Circular No 02/99 Foreign Ministry Circular No 210		Jan	Dec					25	50	75	100	No. of permits issued No. of amendments done No. of complains and appeals attended	Dep.of Trade and Investment policy	D(A) AD RW)	Attached	
28	Disposal of vehicles imported under the various duty concession schemes	To removal uneconomical vehicles	Granting approvals under the duty concession schemes		Jan	Dec					25	50	75	100	No. of approvals granted		D(A) AD (E)		

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							Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
29	Procurement	Parches goods and Services to assisting to the process of Department following existing rules and regulations.	Calling Tenders	2.0	Jan	Dec	0.5	0.5	0.5	0.5	25	50	75	100	No of tenders called	D(A) AD (E)			
			Signing agreements/contracts with selected Institutions																No of tenders offered
			No of items procured																
30	Human Resources Development	Fill the training gap to the employees, accelerate the Departmental efficiency	Organizing Training/Capacity building programs	1.2	Jan	Dec	0.1	0.9	0.1	0.1	25	50	75	100	No of training programs organized	D(A) AD (RW)	Attached		
			Selecting officials for Training Programmes												No of officials sent for training programs				
31	Development of Trade and Investment Database	Simplify the decision making system up dating information	Preparation of a Database		Jan	Dec					25	50	75	100	Provided Trade and Investment Database	D(A) AD (RW)			

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							Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
							32	Maintaining of establishment activities	Minimizing the wastage and develop the system and HR according to the following - existing laws and regulations	Physical Resources Management	4.3	Jan	Dec	1.0					1.0
														Consumption of fuel (ltrs)					
														No. of times i. Vehicles repair/service ii. Machinery repair/service					
			Human Resources Management	37.5	Jan	Dec	9.3	9.4	9.4	9.4	25	50	75	100	Amount of expenditure				
														No .of persons benefitted i. Personal Emoluments ii. Domestic travelling iii. Foreign travelling iv. Others					
			Services	4.0	Jan	Dec	1.0	1.0	1.0	1.0	25	50	75	100	Amount of expenditure				
														No of bills settled					

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							Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4				
33	Court Cases related to the Department	Develop logical answers to minimize the effect	Preparation of observations for the Court Cases		Jan	Dec					25	50	75	100	D(A) AD (RW)			No of cases received
34	Financial Management	Get maximum value for Government money	Accounting		Jan	Dec					25	50	75	100	D(A) AD (E)			No of votes Saved below 5% of allocation.
			Preparation of relevant reports and summaries															No.of reports prepared

**Contact Details.**

<b>Order</b>	<b>Name</b>	<b>post</b>	<b>Cord</b>	<b>Office</b>	<b>Mobile</b>
1	Mr.K.D.N.Ranjith Asoka	Director General	DG	0112484930	0714898951
2	Mr.K.A.S.S.K.Perera	Additional Director General	ADG	0112484658	0718181371
3	Mr.K.A.Vimalenthirarajah	Director	D (V)	0112484664	0777860982
4	Mrs.Deepthika Gunarathna	Director	D(D)	0112580726	0712287888
5	Mr.M.D.Jagath C.Murage	Asst.Director	AD(JM)	0112484655	0714480778
6	Mrs.H.G. Thushari Prasangika	Asst.Director	AD(T)	0112728191	0714461367
7	Mr.G.D.S.P. Kumara	Asst.Director	AD(S)	0112484599	0713445464
8	Mr.Ruchira L.Weerasekera	Asst.Director	AD(RW)	0112604472	0712435321
9	Mrs.W.E.Godagama	Asst.Director	AD(E)	0112484759	0778855860
10	Mr.W.D.J.Wasantha	Research Assistant	RA(W)	Ext.1119	0714397658