

**Action Plan 2017**  
**Department of Treasury Operations**  
**Ministry of Finance**

**1. Vision**

“To be the best Government fund manager in the South Asia Region.”

**2. Mission**

“We are committed to ensure economy, efficiency and safety in handling funds belonging to the Consolidated Fund and other Treasury funds and to harmonize the Government expenditure programmes with the revenue plans and borrowing programme, while providing stewardship for fund accounting, including foreign borrowings.”

### 3. Cadre Information

**Table 3(a) Cadre Information as at 31.12.2016**

Designation	Service	Grade/Class	Approved Cadre	Existing Cadre (31.12.2016)
Director General	SLAcS	Special	1	1
Additional Director General	SLAcS	Special	3	2*
Director	SLAcS	I	9	7
Assistant Director/Deputy Director	SLAcS	III/ II	8	9
Assistant Director	SLAS	III	1	1
Administrative Officer	PMAS	Supra	1	1
Development Officer	DOS	III/ II/ I	20	16
P.M.A. (Class I/ II/III)	PMAS	III/ II/ I	55	48
Information and Communication Technology Assistant	SLICTS	3- III/ II/ I	7	1
Driver	DS	III/ II/ I/Sp	8	8
K.K.S. I/ II/III	OES	III/ II/ I/Sp	12	12
Total			125	106

\*One Class I Officer of SLAcS has been working in Additional Director General Post(Acting )

## **5. Policy**

Harmonization of the Government expenditure programmes with the revenue plans and borrowing programme, while providing stewardship for fund accounting, including foreign borrowings to ensure economy, efficiency and safety in handling funds belonging to the Consolidated Fund and other Treasury funds.

## **6. Strategies**

Creating an efficient organization within the Treasury to handle matters relating to consolidated fund management including public debt accounting. In this endeavor, it has to translate estimated revenue and expenditure given in the National Budget into real cash inflows and outflows prepared on annual, monthly and daily basis and manage them effectively and efficiently in order to implement the National Budget in achieving the goals and objectives of the government. For achieving the goals and Objectives following functions are carried out.

- Management of Treasury Cash Flows.
- Facilitation in arrangement of Domestic and Foreign Commercial Borrowings.
- Disbursement of Treasury Funds through the payment system.
- Assessment, prioritization and release of funds to spending agencies.

- Issuance of Treasury Guarantees.
- Maintenance of fund flows relating to the on-lending programs of the Government.
- Estimation, Collection and Accounting of Non-Tax Revenue under 12 Revenue heads.
- Facilitation for disbursement of funds under Foreign Aid Loans and Grants.
- Accounting of Government borrowings and debt repayments.
- Authorization and Supervision of Government bank accounts and imprest accounts.
- Facilitation of Accounting of Foreign Aid project.

## 7. Programme/Project

Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks
						Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
		<b>Cash Flows Management, Debt Accounts &amp; Reforms</b>  <b>1. Cash Flows Management</b> 1.1 Forecast, Preparation and updating of Treasury Cash Flows on the approved budget.  1.1.1 Yearly  1.1.2 Monthly  1.1.3 Daily  <b>2. Implementation of Borrowing Programme</b>  2.1 Translate Annual Borrowing Limit into the Borrowing Programme.  2.2 Prepare Monthly Borrowing Programme to be implemented.  2.3 Implement Monthly Borrowing Programme with the assistance of CBSL  2.4 Propose new Measures/Strategies to overcome issues in implementation of the borrowing programme.	Rec. 9.17  Cap. 1.06	01.12.2016 01.01.2017 01.01.2017  01.01.2017  01.01.2017  01.01.2017	31.12.2017 31.12.2017 31.12.2017  31.12.2017  31.12.2017  31.12.2017								Availability of accurate Treasury Cash Flows on annual, monthly & daily basis.  Maximum benefit & minimum cost to the Government.  Annual borrowing programme  Updated monthly borrowing programme	Cash Flow Management Division	01-ADG 01-D 01-DD	2484748 2484901 2484971	2.1 Before 31 <sup>st</sup> of December 2.2 Before 25 <sup>th</sup> of every previous month 2.3 Ongoing 2.4 Ongoing	

Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks
						Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4					
		<b>3. Consolidated Fund Management</b>  3.1 Maintenance of Treasury Single Account System with the Government Commercial Banking network.  3.2 Reconciliation of Imprest Accounts  3.3 Approve the refund from revenue requests based on the eligibility approved by the respective Chief Accounting Officer/ Accounting Officer	Rec. 7.82  Cap. 0.50	01.01.2017	31.12.2017									Consolidated Fund Management Division	01 D 01 AD	2484994 2151487	3.1 Ongoing  3.2 Ongoing  3.3 Ongoing	

Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks
						Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
		<p><b>4. Budget Execution</b></p> <p>4.1. Determination of Annual Imprest Limits on Budget Execution Agencies.</p> <p>4.2. Release of the imprest to Budget Execution Agencies on the execution of their Annual expenditure programmes considering the liquidity position.</p> <p>4.3. Confirmation of fund release for the Letter of Credit.(LC)</p> <p>4.4. Authorizing opening of Official bank A/Cs of Executing Agencies.</p>	<p>Rec. 25.06</p> <p>Cap. 3.21</p>		<p>4.1 Before 20<sup>th</sup> of January 2017</p> <p>4.2 On Request/On Requirement</p> <p>4.3 On Request</p> <p>4.4 Ongoing</p>										<p>01-D</p> <p>04-AD</p>	<p>2484994</p> <p>2484745 2484739 2484742 2484744</p>		

Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks
						Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
		<p><b>5. Fund Operations and Accounting</b></p> <p>5.1. Maintenance of DST's bank accounts assuring the proper accounting of collections &amp; payments of the Consolidated Fund.</p> <p>5.1.1. Reconciliation of all the DST's Bank A/C</p> <p>5.2. Maintenance of Treasury Operation Manager Software with timely improvements required to facilitate electronic transactions with the bank in order to reduce time gaps and mitigate the management information delays for quality management decisions.</p> <p>5.3. Settlement of the eligible Public officers' loan balances under the "Public Officers Guarantee Scheme" to the Banks as per the provision in XXIV-11:8:8 of the Establishment Code.</p>	<p>Rec. 8.48</p> <p>Cap. 1.16</p>	<p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p>	<p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p>												<p>5.1 Daily/Monthly</p> <p>5.1.1. Before 15<sup>th</sup> of the following month</p> <p>5.2 Ongoing/Monthly</p> <p>5.3 Ongoing</p>	



Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks
						Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
		<p><b>6. Non Tax Revenue Collection and Accounting</b></p> <p>6.1 Review and Execution of the recovery term of the Sub Loan agreements.</p> <p>6.2 Preparation of the Revenue estimates, Revenue Accounts and Arrears Revenue Reports</p> <p>6.3 Maintaining of 11 Non tax Revenue Heads assigned to DG TOD</p> <p>6.4 Issuance of Treasury Guarantees and Manage them in accordance with the statutory provisions</p>	<p>Rec. 874.66</p> <p>Cap. 0.58</p>		<p>6.1 Ongoing</p> <p>6.2 Revenue Estimates By 31<sup>st</sup> July Revenue Accounts 31<sup>st</sup> March Arrears Revenue: 31<sup>st</sup> January and 31<sup>st</sup> July</p> <p>6.3 Ongoing</p> <p>6.4 Ongoing</p>									01-D	2484741			

Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks
						Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
		<b>7. Foreign Aid and Debt Management</b> <b>7.1 Management of Foreign Aid &amp; Grants</b> 7.1.1 Maintaning of deposit accounts for foreign aid and grants. 7.1.2 Recommendation for releasing of funds to the projects based on the cash flow and availability of provisions and funds in the deposit accounts. 7.1.3 Reconciliation of deposit accounts relating to foreign aid and grants 7.1.4 Accounting for grant <b>7.2 Debt Management &amp; Accounting</b> 7.2.1 Preparation of Public Debt Estimates after obtaining draft estimates from relevant agencies. 7.2.2 Submission of Draft Budget Estimates. 7.2.3 Accounting of foreign loans and domestic debt 7.2.4 Accounting for Debt Servicing 7.2.5 Maintaining Ledgers for on doing loans	Rec. 11.08 Cap. 0.85															
				01.01.2017	31.12.2017									7.1.1 Error-free accounting data for complication	TOD &NDB	01-ADG 01-D 01-AD	2484738  2484751 2484749	
				01.01.2017	31.12.2017									7.1.2 Smooth implementation of Project	TOD			
				01.01.2017	31.12.2017									7.1.3 Accurate data	TOD			
				01.01.2017	31.12.2017									7.1.4 Accurate information	TOD, ERD & CBSL			
				01.01.2017	31.12.2017									7.2.1 Draft estimates	TOD			
				01.01.2017	31.12.2017									7.2.2 Timeliness submission	TOD			
				01.01.2017	31.12.2017									7.2.3 Accurate information	TOD			
				01.01.2017	31.12.2017									7.2.4 Accurate information	TOD			
				01.01.2017	31.12.2017									7.2.5 Accurate information				

Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks	
						Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4						
		<p><b>7.3 Management of Reimbursable Foreign Aid</b></p> <p>7.3.1 Fund releases to the foreign funded projects under reimbursable scheme.</p> <p>7.3.2 Maintaining records for reimbursements and monitoring the same</p> <p>7.3.3 Facilitating for Operation of Special Imprest System and facilitating for Banking Arrangements of selected foreign funded projects.</p> <p>7.3.4 Opening &amp; maintaining of Special Currency Accounts.</p> <p>7.3.5 Accounting of expenditure, replenishments and other transactions relating to the Imprest Fund Accounts</p>	<p>Rec. 7.50</p> <p>Cap. 0.63</p>	<p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p>	<p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p>														
													100% fund release	Relevant Ministries As per budget	01- D	2484743			
													Reduce the amount of outstanding reimbursements.	TOD & Projects					
													Within 5 working days	TOD & Projects					
													Accurate information on ledger as per TOD, CBSL & Projects.	TOD & Spending Units					
													Accurate Information						

Policies	Strategies	Proposed Activity	Allocation (Rs./Mn.)	Date of Commence	Date of Completion	Financial Targets(Rs/Mn)				Physical Targets(%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel. Nos.	Remarks
						Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4					
		<p><b>7.4 Foreign Aid Management</b></p> <p><b>7.4.1</b> Identify the on-lending projects allocation under the TOD Expenditure and inform project Implementing Units (PMUs) with budgetary provision for the year 2017 as per the project agreement / project appraisal documents.</p> <p><b>7.4.2</b> Disburse funds for respective projects under the Finance Code 12 and 17.</p> <p><b>7.4.3</b> Coordinate and facilitate for PMUs on making their withdrawal applications</p> <p><b>7.4.4</b> Provide necessary inputs to ERD in preparation of new/extended loan agreements</p> <p><b>7.4.5</b> Attend progress review meetings of projects which come under the purview of TOD</p> <p><b>7.4.6</b> Quarterly reporting on the progress of all on-lending projects coming under the purview of TOD</p>	<p>Rec. 12.24</p> <p>Cap. 1.20</p>	<p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p> <p>01.01.2017</p>	<p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p> <p>31.12.2017</p>									<p>Foreign Aid Management Division</p> <p>01- D</p> <p>2484743</p>	<p>7.4.2 Based on the cash flow and availability of funds</p> <p>7.4.3 Based on the Budgetary provision and Availability of funds</p> <p>7.4.4 When new loans are being negotiated</p>			

## 8. GANTT CHART

### Time – bound Activity Plan – 2017

#### Core Function: Cash Flows Management & Implementation of Borrowing Programme

Activity	Time Span												Remarks	Expected Output	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
<b>1. Cash Flows Management</b>															
1.1 Forecast, Preparation and updating of Treasury cash flows on the approved budget														Ongoing	Availability of accurate Treasury Cash Flows on annual, Monthly and daily basis.  Maximum benefit and minimum cost to the Government.
i. Yearly	█	█	█	█	█	█	█	█	█	█	█	█	Ongoing		
ii. Monthly	█	█	█	█	█	█	█	█	█	█	█	█	Ongoing		
iii. Daily	█	█	█	█	█	█	█	█	█	█	█	█	█		
<b>2. Implementation of Borrowing Programme</b>															
2.1. Translate Annual Borrowing Limit into the Borrowing programme														Ongoing	Availability of Funds relatively at a low cost to the Government
2.2 Prepare Monthly Borrowing Programme to be discussed at the DDMC –CBSL														Ongoing	
2.3. Implement monthly borrowing Programme with the assistant of CBSL.														Ongoing	
2.4 Propose new Measures/Strategies to overcome issues in implementation of the borrowing programme.														Ongoing	

## GANTT CHART

### Time – bound Activity Plan – 2017

#### Core Function: Consolidated Fund Management

Activity	Time Span												Remarks	Expected Output	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
<b>3. Consolidated Fund Management</b>															
3.1 Maintenance of Treasury Single Account System with the Government Commercial Banking network.														Ongoing	Real time fund availability to the Budget Executing Agencies, Minimum bank balances with the appropriate no. of official Bank accounts.
3.2 Reconciliation of Imprest Accounts														Ongoing	No. of reconciled imprest accounts.
3.3 Approve the refund from revenue request base on the eligibility approved by the respective Chief  Accounting Officer/ Accounting Officer														Ongoing	No. of approved refund applications out of the eligible requests.



## GANTT CHART

### Time – bound Activity Plan – 2017

#### Core Function: Fund Operations and Accounting

Activity	Time Span												Remarks	Expected Output	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
<b>Fund Operations and Accounting</b>															
5.1. Maintenance of DST’s bank accounts assuring the proper accounting of collections & payments of the Consolidated Fund.														Daily/ Monthly  Before 15 <sup>th</sup> of the following month	Bank Reconciliation Statements
5.1.1. Reconciliation of DST’s Bank Accounts															
5.2. Maintenance of Treasury Financial Management Software with timely improvements to facilitate electronic transactions with the bank in order to reduce time gaps and mitigate the management information delays for quality management decisions.														Ongoing/ Monthly	Real time fund transfer to the Budget Executing Agencies.  Submission of monthly DR/CR summaries to SAD
5.3. Settlement of the eligible Public officers’ loan balances under the “Public Officers Guarantee Scheme” to the Banks as per the provision in XXIV-11:8:8 of the Establishment Code.														Ongoing	No. of Loan outstanding settled to the bank out of eligible claims from the banks.



## GANTT CHART

### Time – bound Activity Plan – 2017

#### Core Function: Non Tax Revenue Collection and Revenue Accounting

Activity	Time Span												Remarks	Expected Output	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
<b>Non Tax Revenue Collection and Revenue Accounting</b>															
6.1 Review and Execution of the recovery term of the Sub Loan agreements.														On going	Recovery of Sub Loan as per the agreements.
6.2 Preparation of the Revenue estimates , Revenue Accounts and Arrears Revenue Reports														Revenue Estimates: By 31 <sup>st</sup> July Revenue Accounts:31 <sup>st</sup> March Arrears Revenue 31 <sup>st</sup> January and July	Revenue Estimates, Revenue Accounts, Arrears Revenue Reports
6.3 Monitoring of 11 Non Tax Revenue Heads assigned to DG TOD														On going	Revenue Collected against the estimates.
6.4 Issuance of Treasury Guarantees and Manage them in accordance with the statutory provisions														Comply with Fiscal Mgt. Res. Act No. 03 of 2003 and the Amendment Act no.15 of 2013	No. of Treasury Guarantee issued/ Extended






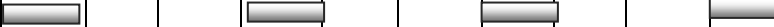
## GANTT CHART

### Time –bound Activity Plan – 2017

**Core Function: 7 Foreign Aid and Debt Management**

Activities	Time Span												Remarks	Expected Output	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
<b>7.1 Management of Foreign Aid Grants</b>															
7.1.1 Maintaining Deposit accounts for foreign aid grants													Ongoing	Error-free and timeliness accounting data for compilation	
7.1.2 Recommendation for releasing of funds to the projects based on the cash flow and availability of provision and funds in the deposit accounts													On recommendation of National Budget Department	Smooth implementation of projects	
7.1.3 Reconciliation of deposit accounts relating to foreign aid grants													Monthly	Accurate data	
7.1.4 Accounting and reporting of foreign aid grants													Daily	Accurate Information	
<b>7.2 Debt Management &amp; Accounting</b>															
7.2.1 Preparation of Public Debt Estimates after obtaining draft estimates from relevant agencies														Period is determined as per the Budget Calendar	Draft Estimates
7.2.2 Submission of Draft Budget Estimates														As per the Budget Calendar	Timeliness submission

	<b>7.2.3</b> Accounting of foreign and domestic debt																				On receipt of information from CBSL & ERD	Accurate Information
	<b>7.2.4</b> Accounting for Debt Servicing																				On receipt of information from CBSL & ERD	Accurate Information
	<b>7.2.5</b> Maintaining Ledgers for ongoing Loan																				On receipt of information from CBSL & ERD	Accurate Information
<b>7.3 Management of Reimbursable Foreign Aid</b>																						
	<b>7.3.1</b> Fund releases to the foreign funded projects under reimbursable scheme																				Based on the cash flow and availability of funds	Smooth implementation of projects
	<b>7.3.2</b> Maintaining records for reimbursements and monitoring the same																				On receipt of information from ERD & CBSL	
	<b>7.3.3</b> Facilitating for Operation of Special Imprest System and facilitating for Banking Arrangements for selected foreign funded projects.																				On receipt of information from ERD	
	<b>7.3.4</b> Opening & maintaining of Imprest Fund Accounts at CBSL																				Trough out the year	
	<b>7.3.5</b> Accounting of expenditure, replenishments and other transactions relating to the Imprest Fund Accounts.																				Monthly based on CBSC statement	Accurate Information
<b>7.4 Foreign Aid Management</b>																						

<p><b>7.4.1</b> Identify the on-lending projects allocation under the TOD expenditure and inform project Implementation Units(PMUs) with budgetary provision for the year 2017 as per the project agreement/ Project appraisal document</p>			<p>Instruct to access Treasury Web to download such details</p>
<p><b>7.4.2</b> Disburse funds for respective projects which come under Finance Code 17</p>		<p>Based on the cash flow and availability of funds</p>	<p>Implementation of projects without financial constraints</p>
<p>7.4.3 Coordinate and facilitate for PMUs on making their withdrawal applications</p>		<p>Based on the budgetary provision and availability of funds</p>	<p>No of withdrawal applications proceed during the year</p>
<p>7.4.4 Representing the department in loan negotiations.</p>		<p>When new loans are being negotiated</p>	<p>No of loan negotiations held</p>
<p>7.4.5 Attend progress review meetings on-lending projects which come under the purview of TOD</p>		<p>As per the CBSL Project Unit</p>	<p>No of progress review meetings attended</p>
<p>7.4.6 Quarterly reporting on the progress of all on-lending projects coming under the purview of TOD</p>			<p>Quarterly Reports</p>



**Expected**

<b>Annual Budget Estimate - 2017</b>				
				Rs. Mn
<b>Category</b>	<b>Recurrent</b>	<b>Capital</b>	<b>Debt Amortization</b>	<b>Total</b>
<b><u>Appropriation Law</u></b>				
Department Expenditure	90.340	9.200	-	99.540
Transfer to Public Institutions	865.676	-	-	865.676
Loan Floating Expenses	3,396.800	-	-	3,396.800
Interest Payments	12,348.000	-	-	12,348.000
Debt Repayment	-	-	400.000	400.000
Lending on SME's	-	787.000	-	787.000
<b>Sub Total</b>	<b>16,700.816</b>	<b>796.200</b>	<b>400.000</b>	<b>17,897.016</b>
<b><u>Special Law</u></b>				
Interest Payment, Discounts on Treasury Bills & Treasury Bonds	667,739.400	-	-	667,739.400
Debt Repayment	-	-	799,787.200	799,787.200
<b>Sub Total</b>	<b>667,739.400</b>	<b>-</b>	<b>799,787.200</b>	<b>1,467,526.600</b>
<b>Grand Total</b>	<b>684,440.216</b>	<b>796.200</b>	<b>800,187.200</b>	<b>1,485,423.616</b>

Category : Recurrent

Object	Category /Object /Item Description	Annual Estimate Rs.	Budget cut	Supplementary / FR 66	Net Provision	Basis of Apportionment	DG's Office	ADG's Office	Core Functions									Supporting Functions		
									Consolidated Fund Mgt.	Cash Flow Mgt.	Fund Operation & Accounting	Foreign Debt Acct. & Serv.	Domestic Debt Acct. & Serv.	Public Debt Reform	Grant & RFA Acct.	Consolidated Fund Management	Revenue	Supply & Accounts	Admin & HR	
	<b>Personal moluments</b>	<b>75,600,000</b>			<b>75,600,000</b>		<b>3,415,638</b>	<b>7,845,871</b>	<b>15,229,264</b>	<b>5,661,167</b>	<b>4,868,280</b>	<b>7,456,297</b>	<b>3,849,979</b>	<b>3,199,816</b>	<b>4,133,510</b>	<b>4,930,353</b>	<b>5,069,330</b>	<b>4,573,838</b>	<b>5,366,600</b>	
1001	Salaries and Wages	41,000,000			<b>41,000,000</b>	Proportion of Basic Salary	1,790,788	4,164,882	8,290,302	3,062,927	2,658,142	4,047,449	2,101,471	1,746,048	2,256,468	2,692,075	2,768,049	2,497,180	2,924,200	
1002	Overtime and Holiday Payments	600,000			<b>600,000</b>	OT hrs of minor Staff	139,806	227,184	64,078	58,252	5,825	52,427	5,825	5,825	5,825	5,825	5,826	5,826	17,400	
1003	Other Allowances	34,000,000			<b>34,000,000</b>	Proportion of Allowances	1,485,044	3,453,805	6,874,884	2,539,988	2,204,313	3,356,421	1,742,683	1,447,943	1,871,217	2,232,453	2,295,455	2,070,832	2,424,900	
	<b>Travelling Expenses</b>	<b>1,100,000</b>			<b>1,100,000</b>		<b>60,455</b>	<b>153,863</b>	<b>242,272</b>	<b>100,909</b>	<b>47,955</b>	<b>98,408</b>	<b>47,955</b>	<b>47,955</b>	<b>47,955</b>	<b>93,408</b>	<b>47,955</b>	<b>60,455</b>	<b>50,400</b>	
1101	Domestic	100,000			<b>100,000</b>	No. of Minor Staff	15,000	17,500	15,000	10,000	2,500	7,500	2,500	2,500	2,500	2,500	2,500	15,000	5,000	
1102	Foreign	1,000,000			<b>1,000,000</b>	No. of Staff Officer	45,455	136,363	227,272	90,909	45,455	90,908	45,455	45,455	45,455	90,908	45,455	45,455	45,400	
	<b>Supplies</b>	<b>4,580,000</b>			<b>4,580,000</b>		<b>330,045</b>	<b>607,210</b>	<b>637,132</b>	<b>347,417</b>	<b>323,544</b>	<b>410,910</b>	<b>291,798</b>	<b>275,925</b>	<b>307,671</b>	<b>327,544</b>	<b>343,417</b>	<b>212,857</b>	<b>164,500</b>	
1201	Stationery and Office Requisites	2,000,000			<b>2,000,000</b>	No. of Employees	79,365	158,730	428,572	142,857	126,984	206,350	95,238	79,365	111,111	126,984	142,857	142,857	158,700	
1202	Fuel	2,500,000			<b>2,500,000</b>	No. of Entitled Emp.	238,680	432,480	196,560	196,560	196,560	196,560	196,560	196,560	196,560	196,560	196,560	58,000	1,800	
1203	Diets & Uniforms	80,000			<b>80,000</b>	No. of Entitled Emp.	12,000	16,000	12,000	8,000	-	8,000	-	-	-	4,000	4,000	12,000	4,000	
	<b>Maintenance Expenditure</b>	<b>3,300,000</b>			<b>3,300,000</b>		<b>357,842</b>	<b>688,790</b>	<b>497,075</b>	<b>361,837</b>	<b>65,713</b>	<b>338,641</b>	<b>46,333</b>	<b>23,137</b>	<b>42,517</b>	<b>38,580</b>	<b>69,588</b>	<b>684,914</b>	<b>85,000</b>	
1301	Vehicles	2,400,000			<b>2,400,000</b>	No. of Vehicles	300,000	600,000	300,000	300,000	-	300,000	-	-	-	-	-	600,000	-	
1302	Plant, Machinery and Equipment	500,000			<b>500,000</b>	No. of Machinery & Equipment	19,380	42,636	120,152	38,760	42,636	23,256	23,256	7,752	27,132	15,504	46,512	38,760	54,200	
1303	Buildings and Structures	400,000			<b>400,000</b>	Floor Area	38,462	46,154	76,923	23,077	23,077	15,385	23,077	15,385	15,385	23,076	23,076	46,154	30,700	
	<b>Services</b>	<b>4,760,000</b>			<b>4,760,000</b>		<b>143,831</b>	<b>333,827</b>	<b>415,128</b>	<b>159,490</b>	<b>953,152</b>	<b>206,815</b>	<b>129,490</b>	<b>117,658</b>	<b>941,321</b>	<b>159,490</b>	<b>953,152</b>	<b>99,492</b>	<b>147,100</b>	
1401	Transport	2,400,000			<b>2,400,000</b>	No. of Entitled Emp.	-	-	-	-	800,000	-	-	-	800,000	-	800,000	-	-	
1402	Postal & Communication	2,200,000			<b>2,200,000</b>	Telephone All Entitled Employees	107,831	323,494	404,795	149,157	142,819	196,482	119,157	107,325	130,988	149,157	142,819	89,157	136,800	
1405	Other	160,000			<b>160,000</b>	No of Sections	36,000	10,333	10,333	10,333	10,333	10,333	10,333	10,333	10,333	10,333	10,333	10,335	10,300	
	<b>Transfers</b>	<b>866,676,000</b>			<b>866,676,000</b>		<b>-</b>	<b>-</b>	<b>535,646</b>	<b>34,417</b>	<b>-</b>	<b>115,952</b>	<b>-</b>	<b>-</b>	<b>91,642</b>	<b>51,898</b>	<b>865,676,000</b>	<b>59,546</b>	<b>110,800</b>	
1503	Public Institutions	365,676,000			<b>365,676,000</b>	As per Request											365,676,000			
1505	Subscriptions and Contributions Fees	500,000,000			<b>500,000,000</b>	As per Request											500,000,000			
1506	Property Loan Interest	1,000,000			<b>1,000,000</b>	No. of Loan obtained Emp.	-	-	535,646	34,417	-	115,952	-	-	91,642	51,898	-	59,546	110,800	
	<b>Total Recurrent Expenses</b>	<b>956,016,000</b>			<b>956,016,000</b>		<b>4,307,811</b>	<b>9,629,561</b>	<b>17,556,517</b>	<b>6,665,237</b>	<b>6,258,644</b>	<b>8,627,023</b>	<b>4,365,555</b>	<b>3,664,491</b>	<b>5,564,616</b>	<b>5,601,273</b>	<b>872,159,442</b>	<b>5,691,102</b>	<b>5,924,700</b>	
	<b>1st Level Absorption (Based on No of Staff - DG &amp; ADG staff Excluded)</b>						(4,307,811)		1,047,846	149,282	310,473	504,518	232,855	194,046	271,664	310,473	349,282	349,282	388,000	
							(9,629,561)		2,342,326	780,775	694,022	1,127,786	520,517	433,764	607,270	694,022	780,775	780,775	867,500	
							-	-	20,946,689	7,795,294	7,263,139	10,259,327	5,118,927	4,292,301	6,443,550	6,605,768	873,289,499	6,821,159	7,180,340	
	<b>2nd Level Absorption</b>	<b>(Allocation of supporting function costs to core functions)</b>								2,001,862	667,287	593,144	963,859	444,858	370,715	519,001	593,145	667,288	(6,821,159)	



**10.Statement of Monthly Cash Flow forecast as per approved Expenditure Plans for the year 2017**

	Expenditure items (with Expenditure Codes)	Cash Requirement for the approved expenditure plans																Rs'000
		Jan	Feb	Mar	1st Qtr Total	Apr	May	Jun	2nd Qtr Total	Jul	Aug	Sep	3rd Qtr Total	Oct	Nov	Dec	4th Qtr Total	Total
I	Salaries and allowance (1001 and 1003 )	5,659	5,659	5,659	16,977	5,659	5,659	5,660	16,978	5,660	5,660	5,660	16,980	5,660	5,660	5,660	16,980	67,915
II	Overtime and Holiday pay (1002)	50	50	50	150	50	50	50	150	50	50	50	150	50	50	50	150	600
III	All other Recurrent Expenditure	73,368	73,368	73,368	220,104	73,368	73,368	73,368	220,104	73,368	73,368	73,368	220,104	73,368	73,368	73,368	220,104	880,416
	<b>Total Recurrent (CF)</b>	<b>79,077</b>	<b>79,077</b>	<b>79,077</b>	<b>237,231</b>	<b>79,077</b>	<b>79,077</b>	<b>79,078</b>	<b>237,232</b>	<b>79,078</b>	<b>79,078</b>	<b>79,078</b>	<b>237,234</b>	<b>79,078</b>	<b>79,078</b>	<b>79,078</b>	<b>237,234</b>	<b>948,931</b>
IV	Reimbursable Foreign Aid	-	-	-	-	12,000	-	-	12,000	-	-	-	-	-	-	-	-	12,000
V	Other Capital Expenses	1,500	200	500	2,200	300	500	500	1,300	700	3,000	400,900	404,600	400	200	500	1,100	409,200
VI	Public Officers Advance Account	2,000	500	500	3,000	1,000	200	500	1,700	300	-	200	500	500	300	1,000	1,800	7,000
VII	Deposit Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
VIII	Other Advance Accounts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Grand Total</b>	<b>82,577</b>	<b>79,777</b>	<b>80,077</b>	<b>242,431</b>	<b>92,377</b>	<b>79,777</b>	<b>80,078</b>	<b>252,232</b>	<b>80,078</b>	<b>82,078</b>	<b>480,178</b>	<b>642,334</b>	<b>79,978</b>	<b>79,578</b>	<b>80,578</b>	<b>240,134</b>	<b>1,377,131</b>



## 11. Procurement Plan for Year 2017

Name of the Department: **Deartment of Treasury Operations**

Department /Line Agency/ Ministry	Type of Procurement (Goods,Works, Equipment & Works)	Estimated Cost (Rs. Mn.)	Source of Financing/ Name of the Donor	Procurement Method (ICB,NCB and National Shopping Etc)	Level of Authority (CAPC,MPC, DPC,PPC ect	Priority Sttus U=Urjent P=Priority N=Nomal	Current status of Procurement preparedness activities	Sheduled date of Commencement	Sheduled date of Completion	Remarks
TOD	<b>Works</b>	Nil								
	<b>Goods</b>									
	<b>Furniture &amp; Office Equipment</b>									
	Computers	3.000	DF	N/S	DPC/DG	N	Procurement Planning	5/6/2017	11/7/2017	
	Printers	0.500	DF	N/S	DPC/DG	N		5/6/2017	11/7/2017	
	UPS	0.200	DF	N/S	DPC/DG	N		5/6/2017	11/7/2017	
	Office furniture	0.900	DF	N/S	DPC/DG	N		3/7/2017	25/08/2017	
	Other Equipment	0.400	DF	N/S	DG	N		14/08/2017	22/09/2017	
	<b>Related Services</b>	Nil								
	<b>Consultant Servises</b>	Nil								

DF- Domestic Funds

DG-Director General Treasury Operations

