



ACTION PLAN 2024 (Amended)
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 (Amended)

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	Sri Lanka - Singapore Free Trade Agreement (SLSFTA)	i.Implementation of Tariff Liberalization Program	ADG (W) DD (S)													Mitigate geopolitical and trading barriers.	Improved Bilateral trade relations between Countries in agreement
1.2	Thailand - Sri Lanka Free Trade Agreement	ii. Reviewing of Sensitive List	ADG (K) DD (B)												Encourage investments.		
		iii. Trade impact analysis														Expand the variety of goods available.	Good International business relations
1.3	Follow up on other Free Trade Agreements	iv.Addressing trade policy related issues under the agreements	ADG (K) ADG (W) ADG (R)												Successful implementation of Trade agreements	Enhanced standard of living.	
		v.Attending Bilateral / Plurilateral Consultations														Enhanced economy.	
		vi.Analyzing Import and Export															

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December			
2.	Facilitation of Proposed Free Trade Agreements																	
2.1	Proposed China - Sri Lanka Free Trade Agreement (on hold)	i. Analyzing trade related data of the participating countries ii. Participating in Trade in Goods Committee Meetings to prepare Tariff Liberalization Programme (TLP)	ADG (W) D(G) AD (Ch)														Mitigate geopolitical and trading barriers.	Improved Bilateral trade relations between Countries in agreement
2.2	Proposed Bangladesh - Sri Lanka Preferential Trade Agreement (BS PTA)	iii. Contributing compilation of Negative List iv. Contributing Preparation of TLP v. Contributing FTAs negotiations representing MoF	ADG (R) DD (T)														Encourage investments. Expand the variety of goods available. Successful implementation of Trade agreements	Good International business relations Enhanced standard of living. Enhanced economy

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
2.3	Proposed Sri Lanka-Indonesia Preferential Trade Agreement	vii. Reviewing and coordinating of Customs Procedures and Trade Facilitation Chapter of FTAs viii. Analysis of Para – Tariff measures ix. Obtaining approvals for the finalized TLP from the MOF	ADG (W) TA (A)													Mitigate geopolitical and trading barriers. Encourage investments.	Improved Bilateral trade relations between Countries in agreement Good International business relations
2.4	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.	ADG (K) D(V) AD(K)													Expand the variety of goods available. Successful implementation of Trade agreements	Enhanced Standard of living. Enhanced economy.

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
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) D(G) 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) D(G) TA (W)													No.of SCL Gazette Notifications issued	Ensuring food security and protection of Local agriculture. Improving of stranded of living
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) D(G) TA (W)													No.of Gazette Notifications issued	Enhances government revenue and protection of Local industry

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
3.4	Issuance of CESS Gazette Notifications	i. Revision of tariff structure ii. Facilitate the relevant Ministry for issuance of the CESS Gazette	ADG (K) D (V) AD (K)													No. of CESS Gazette Notifications issued	Enhances government revenue and protection of Local industry
4	WTO –TFA, Commitments, and NTFC activities	i. Implement relevant commitments of the WTO-TFA. ii. Participate in quarterly meetings of the NTFC. iii. Facilitate the NTFC and coordination of the other agencies. iv. Meeting with Technical, Financial partners, and other International Organizations.	ADG (K) D(V) AD (K)													No. of meetings/discussions held Successful implementation of the commitments	Expedites the movement, release, and clearance of goods including goods in transit. Successful management of the WTO-TFA and maintaining goods international relations on Trade in Goods

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
5	National Sub Divisions (NSDs) of HS Codes	i. Analyze the requests ii. Get observations from the NC committee. iii. Conduct the stakeholders' meetings / call comments/ observations iv. Make decision on the NC committee observation	ADG (K) D(V) AD(K)													No. of requests received and processed. No. of solutions implemented.	Facilitate international trade with more classification of goods in the Sri Lanka tariff schedule. Facilitate the data collection in the international trade in goods.
6	Issues submitted by industries/ other organizations																
6.1	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) AD (Ch)													No.of issues solved	Keeping fair and just trade friendly environment in the country

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
6.2	Policy issues related to imports and exports control measures	i. Study the matters received, examine related provisions and possible solutions ii. Facilitate them as per the Regulations, if possible iii. Coordinate with IECD to impose new Regulations.	ADG (W) D(G) AD (Ch)													No.of issues addressed No.of regulations imposed	Controlling outflow of the foreign Exchange Maintaining fair and just trade friendly environment
6.3	Regulation and facilitation of importation received as donation	i. Study the matters received ii. Informed the stakeholders and requesting party as per regulation	ADG (R) DD(B)													No.of donations received	Facilitated to import the Goods with the concessionary rates of duties Support to Fulfill the Social needs
6.4	Policy issues related to Board of Investment of Sri Lanka & Export Development Board	i. Study the matters submitted ii. Conduct stakeholder meetings iii. Propose solutions for the issues.	ADG (K) D(V) DD(B)													No.of facilitation / solutions proposed	Economy improvement of the country

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
6.5	Hub Regulations	i Prepare the Cabinet Papers ii Issue the Regulations iii Study the matters submitted iv Stakeholders meeting v Propose solutions for the issues	ADG (K) D(V)													No.of regulations issued No.of solutions proposed	Enhancing international Trade and Economy
6.6	CESS related issues/requests submitted by Gov. organizations/ industries/ other organizations	i. Study the issues/requests submitted ii. Conduct stakeholder meetings iii. Propose solutions for the issues	ADG (K) D(V) AD (K)													No.of solutions proposed	Keeping good trade environment
6.7	Colombo Port City	i. Study the matters submitted ii. Stakeholders meeting iii. Propose solutions for the issues	ADG (K) D(V)													No.of solutions proposed	Attract foreign investment and boost the Economy

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
7	Revision of TIEP scheme	i. Requests received for policy approvals ii. Stake holders meeting iii. Preparation / revision of regulation iv. Published revised regulations under a gazette notifications	ADG (R) D (S)													No.of directions issued	Generating Income through Facilitating good environment of exporters Economy growth
8	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)													No.of projects implemented	Implementation of Government Policy without fail Providing benefits of the country community

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
9	Granting Duty Waivers under the provisions of the Customs Ordinance																
9.1	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) TA(A)													No.of Duty waivers granted	Improving of stranded of living

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
9.2	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) TA(A)													No.of Duty waivers granted	Improving of stranded of living Economy improvement of the country
9.3	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) TA(A)													No.of Duty waivers granted	Facilitating needy people of the country Improving of stranded of living Social enhancement

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
9.4	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) TA(A)													No.of Gazette Notifications issued	Keeping transparency and accountability
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. iii. Establishing policy guidelines 	ADG (R) D(S)													No.of Guidelines established No.of Approvals granted for establishment/ re-location of Bonded Warehouses No of Policy Compliance approval granted	Providing suitable policies for good functions of the bonded warehouses Easy of doing business Good management /function of the bonded warehouses

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
10.2	Establishment/ re-location / de-bond of Bonded Warehouses (B/W)	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 Guidelines established No.of Approvals granted for establishment/ re-location of Bonded Warehouses No of Policy Compliance approval granted	Providing suitable policies for good functions of the bonded warehouses Easy of doing business Good management /function of the bonded warehouses
11	Participation to the Parliament Committees -COPA -Public Finance Committee -Oversight committee -Means and Ways committee	i. Study the matters / directions forwarded by the parliament committees	ADG (K) ADG (W) ADG (R)													Keeping Responsibility and Transparency	Good Governance

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
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	Studying the Cabinet Memorandum Preparation of Observations for the Cabinet Memorandum	ADG (K) ADG (W) ADG (R)													Policy decision	Benefits of the policy
13	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	D (V) Acct													No.of Projects implemented Facilitating needy people of the country	Improvement of the stranded of living Social enhancement

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
14	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

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
15	Matters related Foreign Exchange Act No 12 of 2017, Financial Intelligence Unit and other matters related to Central Bank of Sri Lanka	<p>i. Facilitation of amendments, made to Orders and Regulations issued under Foreign Exchange Act No. 12 of 2017</p> <p>ii. Facilitation to get the approval of Hon. Minister</p> <p>iii. Replying to the clarifications made by general public, Govt. & NGO's</p> <p>iv. Coordination with Central Bank of Sri Lanka in respect of FIU including Anti-Money Laundering Act and Financial Transactions Reporting Act</p> <p>v. Coordination with Central Bank of Sri Lanka in respect of FIU including Anti-Money Laundering Act and Financial Transactions Reporting Act</p>	ADG (R) DD (T)													No.of. Gazette, Orders, Regulations and Directions issued	Easy of doing business and good foreign exchange policy

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
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 of TNSWS by PMU	ADG (K) D(V) DD(B)													Well established TNSWS	Enhanced revenue / economy A trade favorable environment
17	National Tariff Policy (NTP)	i. Appoint a Technical Committee ii. Conducting Meetings/ Workshops iii. Draft and revision of NTP iv. Seek approval of the Cabinet of Ministers	D(V) AD (Ch)													Formulate National Tariff Policy	Favorable Environment for Trade and Economy
18	Miscellaneous	Depend on the task	ADG (R) D(S)													No.of. issues/request attend	Enhancing Trade and Economic

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
19	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
20	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 (W) ADG (R) DD (S) TA (A)													Facilitated to the transportation of the high level officers	Improvement of the Government Service efficiency
21	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	Transparency of Public service

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
22	Human Resource Management	i. Acquiring HR ii. Developing Capacity of HR iii. Servicing of HR	ADG (W) D (Admin) AD (Admin)													No. of Tanning program Conducted	Increased employee knowledge, satisfaction, motivation, and commitment to organizational goals.
23	Maintaining personal files of Departmental staff up to date	i. Complete performance appraisal of the staff ii. Providing Salary increment up to date	ADG (W) D (Admin) AD (Admin)													Number of procurement completed Number of procurement meeting conducted	Achieve the value for money
24	Procurement	i. Calling Quotations ii. Technical evaluation iii. Selection & Approval iv. Awarding v. Signing Agreements vi. Payment for Procurement	ADG (W) D (Admin) AD (Admin)													Better financial management and supply of quality products	Better management of Government resources

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
25	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.	ADG (W) D (Admin) AD (Admin)													Number of Fuel consumption test Vehicle Maintenance Schedule and Records Compliance with Regulations	Improved the safety and extends the lifespan of the fleet
26	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

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
27	Financial Management																
27.1	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	ADG (W) D (G) Acct													Financial progress against budget estimate. Number of imprest request reports	Ensures that financial resources are utilized effectively to achieve organizations goals
27.2	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	ADG (W) D (G) Acct													Number of timely submitted accounting summary and bank reconciliation Number of timely submitted accounts	Enhanced financial transparency, reduced risks of errors and fraud

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
28	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	ADG (W) D (G) Acct													Number of timely submitted audit responses	Enhance the contribution to a more resilient and accountable organization
29	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	ADG (W) D (G) Acct													Number of Board of surveys conducted Accurate Asset and Inventory Records	Enhance overall operational performance and transparency

S.No	Area of Responsibility	Activities	Responsible officer	January	February	March	April	May	June	July	August	September	October	November	December	Output	Outcome
30	Maintaining utility services (Telephone, Fuel, Cleaning, Postal)	i. Recording and supervising utility services ii. Payment for supplies and services	ADG (W) D (G) Acct													Regular Equipment Inspections and Maintenance Number of utility service payment made	Ensure uninterrupted operations while minimizing costs
31	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)														
32	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

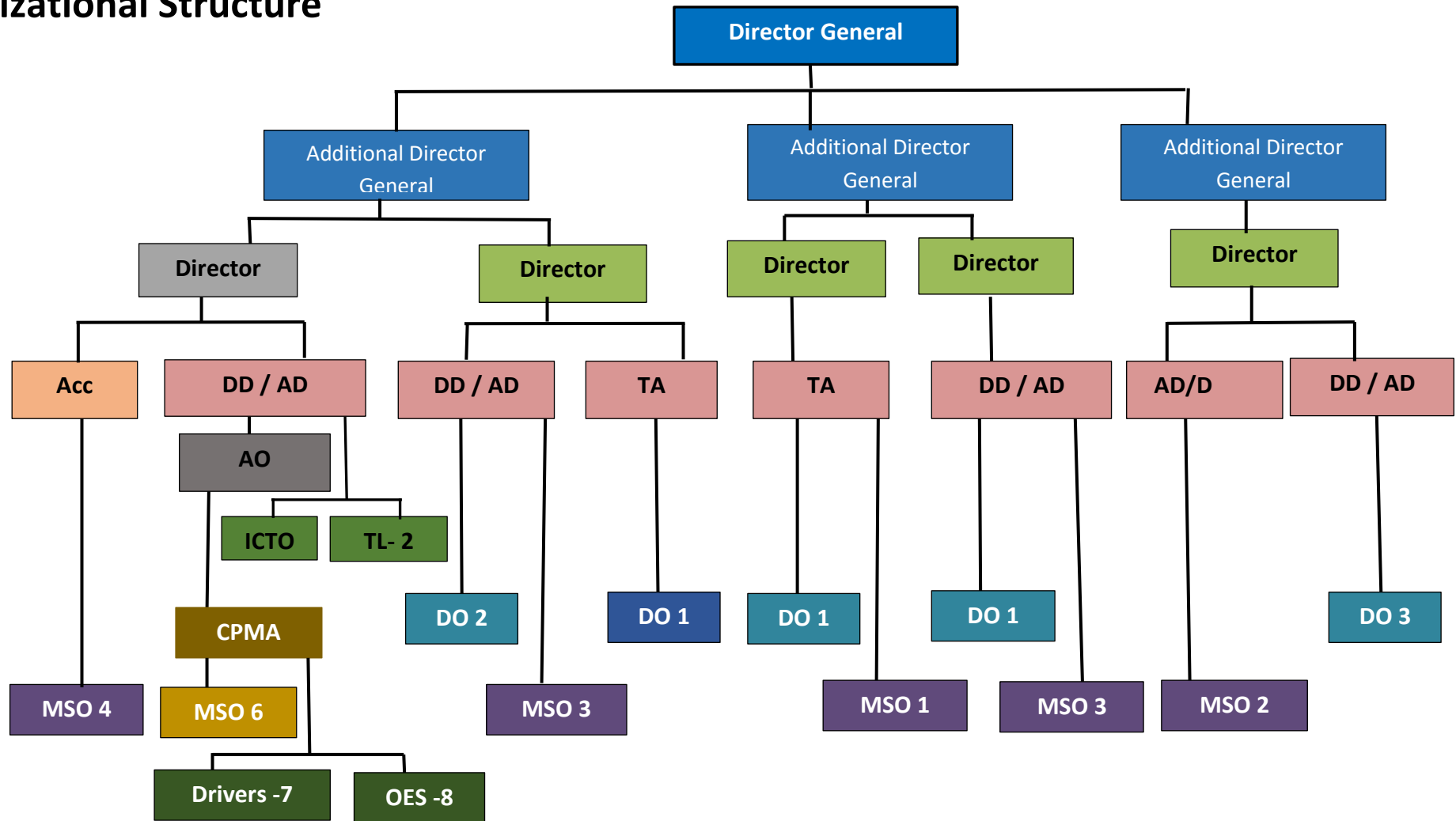
Relevant Sustainable Development Goals (SDGs) of the Department (2024)

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	Implementation of SAARC Development Fund (SDF) activities		
04	Participation to the Parliament Committees (COPA, Public Finance Committee ,Oversight committee-Means and Ways committee)	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
05	Preparation of Answers for Parliamentary Questions / Cabinet Observations		
06	Facilitating Boarder /Customs Management		
07	Facilitate for implementation of Trade Policy related Budget Proposals of the Budget Speech and directions issued by various Parliamentary Committees		
08	Matters related Foreign Exchange Act No 12 of 2017, Financial Intelligence Unit and other matters related to Central Bank of Sri Lanka		
09	Right to Information Act No. 12 of 2016		
10	Human Resource Management		
11	Maintaining personal files of Departmental staff up to date		
12	Procurement		
13	Fleet Management		
14	Court Cases		
15	Financial Management		
16	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)
17	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
18	Maintaining utility services (Telephone, Fuel, Cleaning, Postal)		
19	Preparation of Monthly & Quarterly Progress Report		
20	Preparing the Performance Report		
21	Miscellaneous		
22	Bonded Warehouses related matters	Goal 12	Ensure sustainable consumption and production patterns
23	Disposal of vehicles imported under the various duty concession schemes		
24	Issuance of Vehicle Import Permits under Concessionary Terms for the eligible officers of Government Service, State Corporations , Statutory Institutions and Governors of Provinces		
25	Revision of TIEP scheme		
26	Reviewing of Tariff Policy for National Development	Goal 12	Ensure sustainable consumption and production patterns
27	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
28			
29	WTO –TFA, Commitments, and NTFC activities	Goal 08	Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all
30	National Sub Divisions (NSDs) of HS Codes		
31	Issues submitted by industries/ other organizations		
32	Granting Duty Waivers under the provisions of the Customs Ordinance		

Organizational Structure



ACC : Accountant
DD : Deputy Director
AD : Assistant Director
TA : Tariff Analysis
AO : Administration Officer

ICTO : Information communication & Technology Officer
TL : Translator
DO : Development Officer
CPMA : Chief Public Management Assistant
OES : Office Employee Service

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	2	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	2	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	8	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	6	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 Total	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	122,78	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.T. Sutharshan	Deputy Director	DD(T)	0112151468	0718609173
9	Miss.R.A.S.A,Rajapakse	Deputy Director	DD(S)	0112484785	0712923481
10	Mrs.N.A.B.M.Nilawaka Arachchi	Deputy Director	DD(B)	0112484905	0772247126
11	Mr. P.Kuruparan	Asst. Director	AD(K)	0112484599	0776003909
12	Mrs. A.P.D.D.Chandurangi	Asst. Director	AD(Ch)	0112484940	0773309424
13	Mr. W.A. Dimuthu Wijesingha	Accountant	Acct.	0112484759	0716378254
14	Mr. K.D.J.Wasantha	Tariff Analyst	TA(W)	Ext.1119	0714397658
15	Mr. D.M.A. Dasanayaka	Tariff Analyst	TA(A)	Ext.1403	0773088756