



ACTION PLAN – 2020

**DEPARTMENT OF PUBLIC ENTERPRISES
MINISTRY OF FINANCE ECONOMY AND POLICY DEVELOPMENT**



Action Plan – 2020

Department of Public Enterprises

H= High
M= Medium

Objectives	Activities	Responsible Officer/s	Priority	Time Frame	Outputs	Progress
1. Improve Good Governance in Public Enterprises	1.1 Issuance of guidance and directives to establish financial discipline and good governance of SOEs. <ul style="list-style-type: none"> • Dividend Policy • Bonus Policy • Good Governance updated Guideline • Circulars on Action Plan and Budget Preparation • Issuance of Guideline for Collective agreements • Preparation of a Revenue Policy 	} ADG (P)	H	2nd Quarter to 4 th Quarter	1.1 <ul style="list-style-type: none"> • Dividend Policy • Bonus Policy • Good Governance updated Guideline • A guideline for Revenue Policy 	
	1.2 Issue a guideline for the preparation of Administrative Manuals.			2 nd Quarter	1.2 A guideline for Administrative Manual	

Objectives	Activities	Responsible Officer/s	Priority	Time Frame	Outputs	Progress
2. Monitoring the Performance of Public Enterprises	<p>2.1. Establish different teams consisting of team leader, subject specialist, Subject officer and a Facilitator for monitoring significant SOEs</p> <p>a) Identification of Main issues of SOEs and review Statements of Corporate Intent(SCI) agreements if relevant</p> <p>b) Convene meetings with Board of Directors including SCI progress reviews (If relevant)</p> <p>c) Review Corporate plans, Action plans, Annual Budgets of 2020 and Propose corrective measures to SOES to improve above plans where necessary</p> <p>d) Review periodically* the actual performance against the set targets in action plans and budget</p> <p>e) Conduct progress review meetings with Senior Management Personal of those entities based on review reports of the Monitoring Teams</p>	All ADs	H	<p>Throughout the Year</p> <p>Throughout the Year</p> <p>Throughout the Year</p> <p>Throughout the Year</p> <p>Throughout the Year</p>	<p>2.1 Number of review reports prepared</p> <p>a) No of issues identified at SCI reviews</p> <p>b) No of meetings held</p> <p>c) No of Plans reviewed</p> <p>d) Number of reports prepared</p> <p>e) Number of reports issued to SOEs to rectify identified issues based on discussions</p>	

* High Monitoring SOEs – Monthly *Medium Monitoring SOEs – Quarterly *Low Monitoring SOEs – Annually

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	f) Preparation of Revenue Estimates and Budget for the year 2021	ADG (A)		3 rd Quarter	f) Preparation of Revenue Estimates And Budget -2021	
	g) Collection of Levy and Dividend 2020	ADG (A)		Throughout the Year	g) collected Levy and dividend -2020	
	2.2 Develop and make use of the Data Base	D(A)	H	1 st Quarter	2.2 Comprehensive Data Base used for the Monitoring purposes	
	2.3 Establishment of a training unit to train internal staff, Treasury Representatives	ADG(P)		1st Quarter	2.3 Training division is in place Number of Workshops Awareness Programs and Training Programs held	
	2.4 Establishment of a Knowledge Management Center	D(A)		1st Quarter	2.4 Facilitating and securing the information requirement of the Dept.	
	2.5 Assisting to the COPE	} ADG(I)	H	Throughout the Year	a) No of COPE meetings attended	
	a) Prepare reports to COPE on the performance of SOEs which are to be reviewed by the respective COPE meetings				b) No of recommendations followed up	
	b) Attend COPE meetings of relevant SOEs					

Objectives	Activities	Responsible Officer/s	Priority	Time Frame	Outputs	Progress
	<p>c) Follow up the implementation of COPE recommendations by SOEs</p> <p>d) Submit PED's observations on COPE reports (Interim and Final) submitted in parliament</p>	<p>} ADG(I)</p>	H	Throughout the Year	<p>c) Written observations given</p> <p>d) COPE reports submitted at COPE meetings</p>	
	<p>2.6 Evaluating and Analyzing the Proposals started in CM.</p> <p>2.7 Participate in AGM / EGM</p> <p>2.8 Facilitating an effective Audit Monitoring regarding the actions taken by SOEs on issues raised by the Auditor General /External Auditors.</p>	<p>All ADs ADGs</p> <p>} All ADs ADGs</p>	H	Throughout the year.	<p>2.6 Number of proposal evaluated and analyzed</p> <p>2.7 No of AGMs / EGMs Attended</p> <p>2.8 No of remedial actions taken</p>	

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3.Safeguard of the Public Interest	3.1 Follow up timely submission of Annual Reports in Parliament	All ADs ADGs	M	Throughout the Year	3.1 No of Annual Reports Submitted in Parliament	
	3.2 Follow up the implementation of budget proposals related to SOEs				3.2 No of implemented proposals	
	3.3 Preparation of Financial Statements and Public Officers Advance B. Account	ADG (A)	H	Before 28 th of February 2020	3.3 Timely submission of Financial Statements and Public Officers Advance B. Account 2019 to relevant authorities.	
	3.4 Preparation and timely submission of Performance Report of 2019	ADG (A)	H	31st May 2020	3.4 Timely submitted Performance Report	
	3.5 Preparation of the chapter on SOBEs for the MOF Annual Report 2019	ADG (A)	H	End of May 2020	3.5 Timely submitted the Chapter of SOBEs for the MOFP Annual Report	
	3.6 Preparation of chapter on SOBEs for The Report On Fiscal Management Responsibility Act 2020	ADG (A)	H	Mid July 2020	3.6 Timely submitted the Chapter on Timely performance of SOBEs for Fiscal Management Report 2018	
	3.7 SCI Report Cabinet	ADG (P)	H	Mid 2020	3.7 Submitted report to the Cabinet	

Objectives	Activities	Responsible Officer/s	Priority	Time Frame	Outputs	Progress
	3.8 Preparation of CBSL Annual Report	ADG (P)	M	End of March 2020	3.8 Submitted CBSL Annual report	
	3.9 Preparation of CBSL Semi Annual Report		M	End of July 2020	3.9 Submitted CBSL Semi Annual Report	
	3.10 Preparation of Mid-year Fiscal Position Report		M	Mid October	3.10 Submitted Mid-year Fiscal Position Report	
	3.11 Guideline of Golden Share Holding Policy for subleasing, Ceding, Assigning & Alienation of RPCs' land	ADG (A)	M	Throughout the Year	3.11 Prepared Guidelines	
	3.12 Granting of approval for major transactions, subject to safeguarding the Treasury interest.		M		3.12 No of approved major transactions	
	3.13 Arrange Golden Shareholders meetings with representatives of RPCs.		M	2 nd Quarter	3.13 No of meetings organized	