



இதில் கொமிசன் சபாவி

செயல்பாட்டில் உள்ளது

நிதி ஆணைக்குழு

செயல்பாட்டில் உள்ளது

FINANCE COMMISSION

(Established under Article 154 "B" of the Constitution)

03, யசன மாவட்டம்,
ராஜகிரியா, சிறீ லங்கா.

தலை. 03, சரண மாவத்தை,
ராஜகிரியா, சிறீ லங்கா.

03, Sarana Mawatha,
Rajagiriya, Sri Lanka.

மேல் எண்
எனது இல.
My No

FC/PDP/01/01/2025

உமே எண்
உமது இல.
Your No

திகதி
திகதி
Date

31.12.2024

Chief Secretary

Western/ Central/ Southern/ Northern/ North Western/ North Central/ Uva/ Sabaragamuwa/ Eastern Province

Preparation and Implementation of Maintenance Activity Plan 2025

An amount of Rs.8000Mn has been allocated by the Vote on Account 2025 for the maintenance activities fall under the purview of the nine Provincial Councils. Even though the Vote on Account is only for the first four months of the year 2025, for the purpose of preparing the Annual Maintenance Activity Plan, it could be expected that an amount of Rs.25,000Mn will be allocated for the year 2025.

02. Accordingly, the Finance Commission has instructed me to issue the following guidelines to be followed for the preparation and implementation of Maintenance Activity Plan.

The allocated amounts for maintenance activities distributed among major sectors which have already been informed you by my letter No. FC/RCA/GEN/06/01/2025 dated 21.12.2024 are as follows:

(Rs.Mn.)

Sector	Province									
	WP	CP	SP	NP	NWP	NCP	UP	SGP	EP	Total
Education	900	900	360	300	360	720	360	825	540	5,265
Health	660	450	300	510	300	300	300	540	390	3,750
- Western Medicine	615	399	255	441	264	270	279	498	327	3,348
- Indigenous Medicine	45	51	45	69	36	30	21	42	63	402
Roads	870	1,440	570	990	810	570	645	750	840	7,485
Irrigation	120	120	360	300	150	600	90	75	210	2,025
Agriculture	27	30	51	33	99	111	135	63	57	606
Probation & Childcare	66	45	144	39	117	75	72	57	33	648
Social Services	54	45	39	36	99	66	84	51	33	507
Local Government	138	96	150	75	177	168	183	126	123	1,236
Livestock	60	70	60	75	65	50	55	50	70	555
Others	512	523	266	227	203	215	176	472	329	2,923
Total	3,407	3,719	2,300	2,585	2,380	2,875	2,100	3,009	2,625	25,000

தலைவர்
தலைவர்
Chairman

(+94)011 2866724

உதவி
செயலாளர்
Secretary

(+94)011 2866824

தலைவர்
தலைவர்
Office

(+94)011 2866747

தலைவர்
தலைவர்
Fax

(+94)011 2866679

இணையத்தளம்
Website

www.fincm.gov.lk

மின்னஞ்சல்
E-mail

info@fincm.gov.lk

03. You are requested to allocate funds for maintenance of assets not less than the amount as shown in the above table . Out of the amount allocated for the maintenance of assets under each sector, more than 60% should be utilized on the assets which directly used by the general public and less than 40% of the allocation could be utilized for the maintenance of other assets belong to the Provincial administration. Further, it is noteworthy that there are no restrictions to allocate any possible additional amount to those sectors other than the above allocation as you wish for the maintenance activities from ORE budget as you previously done. However, you have to maintain minimum amounts for the sectors as above.

04. Accordingly, you are required to prepare a Provincial Maintenance Activity Plan for each sector under this allocation and send to the Secretary, Finance Commission before 15th February 2025 for information. In the planning exercise, you are expected to follow the same methodology of developing annual plans under the PSDG which consists of Components, Sub-Components, Broad Activity Areas and List of Activities. The format is given as Annex 01 for developing the Annual Maintenance Activity Plan. Some examples are given as Annex 02 herewith under selected sectors to be used as models for planning exercise. However, you have the freedom to fix suitable Components, Sub-Components and Broad Activity Areas as appropriate under any sector. The Maintenance Activity Plan should be reviewed by the Chief Secretary, Deputy Chief Secretary (Planning), Deputy Chief Secretary (Finance) and Deputy Chief Secretary (Engineering) collectively to ensure maximum benefits for the beneficiaries.

05. Further, please instruct your officers to adhere to the following directives in order to ensure the maximum utilization of the Maintenance Budget with the focus of optimum results and benefits.

- i. Selection of Broad Activity Areas and List of Activities has to be done on a priority basis to ensure continuous service delivery.
- ii. Making arrangements for proper integration with relevant Provincial and other government authorities in order to maximize the cost effectiveness and to minimize waste of resources.
- iii. Provinces need to take every effort to complete all the activities within the financial year.
- iv. Maximum 10% of each sector allocation could be reserved for unforeseen urgent maintenance work. You have to prepare a List of Activities before the end of the year on which the reserved amount was spent.
- v. With the focus on the enhancement of local food production (paddy, OFC, vegetables, fruits etc.), irrigation systems of paddy lands and any other cultivatable lands have to be maintained using the allocation for the Irrigation sector. If paddy cultivation is not sustainable in such lands, they can be converted to other suitable cultivations adhering to government rules and regulations by providing required Irrigation infrastructure.
- vi. In the planning, implementation and monitoring process, maximum involvement of relevant beneficiaries and field officers has to be ensured giving adequate opportunities for social auditing and transparency.
- vii. Paying special attention to improving the accessibility for differently-abled persons and maintaining child friendly environments in the related sectors (ex. Education, Health, Probation and Childcare, Early Childhood Development, Sports, Roads) should be ensured.

- viii. This fund should not be utilized for the payment of utility bills.
- ix. The allocation provided under Local Government has to be utilized for maintaining the assets directly utilized by the public such as roads and related infrastructures, common wells, crematoriums etc. Any assets created for income generations should not be maintained using this allocation.
- x. The allocation earmarked for “Others” to be apportioned among suitable sectors which are not earmarked in the allocation information as you wish and a Maintenance Activity Plan has to be developed under each sector. You may consider providing a sufficient amount to maintain bus halts as there are so many bus halts that need maintenance.
- xi. Follow the Performance Based Maintenance Contracts (PBMC) as much as possible.
- xii. Government rules and regulations have to be followed in the implementation of the Maintenance Activity Plans.

06. As maintenance of assets is directly linked with the development of the Province, you have to consider this as a part of Provincial Development Planning. Therefore, you are kindly requested to direct your Deputy Chief Secretary (Planning) to absorb this budget into the overall development planning by developing Annual Maintenance Activity Plan, monitoring the implementations and evaluating the outputs, outcomes, results and impacts.

07. The Finance Commission expects you to disseminate these guidelines to all parties involved in Planning, Implementation and Monitoring Process.

Your kind cooperation in this regard is highly appreciated.


A.T.M.U.D.B. Tennakoon

Secretary

Finance Commission

Copies:

- | | |
|---|-------------------------------|
| 1. Secretary to the Hon. President, Presidential Secretariat | - For Information please |
| 2. Secretary to the Prime Minister, Prime Minister's Office | - For Information please |
| 3. Secretary, Ministry of Finance, Planning and Economic Development | - For Information please |
| 4. Secretary, Ministry of Public Administration, Provincial Councils and Local Government | - For Information please |
| 5. Auditor General, Department of Auditor General | - For Information please |
| 6. Deputy Secretary to the Treasury, General Treasury | - For Information please |
| 7. Director General, Department of National Budget | - For Information please |
| 8. Director General, Department of National Planning | - For Information please |
| 9. Deputy Chief Secretary (Planning) | - For Necessary Action please |
| 10. Deputy Chief Secretary (Finance) | - For Necessary Action please |
| 11. Deputy Chief Secretary (Engineering) | - For Necessary Action please |
| 12. Assistant Auditor General, All Provinces | - For information please |

Annual Maintenance Activity Plan – 2025

Ministry :

Department/ Agency :

Sector:

Total Budget for the Sector (Rs.Mn.)

Component 1 :

Total Budget for the Component 1 (Rs.Mn.)

Sub Component and Budget (Rs.Mn.)	Broad Activity Area and Budget (Rs.Mn.)	List of Activity	Total Estimated Cost (TEC) Rs.	Budget (Rs.)		
				District 1	District 2	District 3
1.1	1.1.1	i				
		ii				
	1.1.2	i				
		ii				
1.2	1.2.1	i				
		ii				
	1.2.2	i				
		ii				
Total						

Annual Maintenance Activity Plan - 2025

Sector	Component (Suggested)	Sub Component (Suggested)	Broad Activity Area (This was drafted for easy reference. PC's can create this according to their requirement)
Irrigation	1. Ensuring the availability of Irrigation water for Agriculture	1.1 Tanks & Anicuts	1.1.1 Repairing & Improvements of Tank Bund 1.1.2 Desilting of tanks 1.1.3 Slues and Spill 1.1.4 Access Roads
		1.2 Channel System	1.2.1 Improvement/Maintenance of Channels 1.2.2 Channel bunds & Access roads
		1.3 Institutional Assets	1.3.1 Improvement of buildings 1.3.2 Repairing machineries 1.3.3 Repairing Vehicles
Probation and Childcare	1. Ensure the protection of rights and safeguarding vulnerable children and physical and mental healthy growth of destitute / misleade/ orphanage children /probationers.	1.1 Detention Homes (Children Homes / Certified Schools)	1.1.1 Maintenance of Buildings 1.1.2 Improvement of Vocational Training Units 1.1.3 Improvement of furniture
		1.2 Institutional Assets	1.2.1 Computers & other equipments 1.2.2 Vehicles 1.2.3 Office Buildings
		1.3 Maintenance of Land and Environment	1.3.1 Maintenance of fences, access roads & gates 1.3.2 Security Camera System

Health	1. Maintaining quality physical assets for better health services	1.1 Buildings & Structures	1.1.1 Wards, Theaters, Clinics, etc.
			1.1.2 Quarters
			1.1.3 Water Supply System
			1.1.4 Electricity System
			1.1.5 Swerage Systems
			1.1.6 Sanitory toilets/wash rooms
			1.1.7 Office Buildings (MOH Office, RDHS Office, Hospite Office)
			1.1.8 Gates & fences
		1.2 Bio medical Equipment	1.2.1 ECG machines, X-ray machines
			1.2.2 Nebulize machines
			1.2.3 MRI machines /CT machines
		1.3 Mechinary & Equipments	1.3.1 Computers , Photo copy machines & Printers
			1.3.2 Generators
			1.3.3 AC Machines
			1.3.4 Fax & Telephone System
			1.3.5 Furniture
			1.3.6 Other Equipments
		1.4 Vehicles	1.4.1 Ambulance
			1.4.2 Office Vehicles
		1.1 Elders Homes	1.1.1 Maintenance of Buildings
			1.1.2 Furniture & Equipment
			1.1.3 Maintenance of Fences, access roads & gates , camera system
Social Services	1. Maintaining adequate physical assets for better social services	1.2 Institutional Assets	1.2.1 Computers & other equipments
			1.2.2 Vehicles
			1.2.3 Buildings

Education	1. Maintaining quality educational environment	1.1 Maintenance of Buildings	1.1.1 Roof & Structural Maintenance / repairing and renovating
		1.1.2 Wall & Floor Maintenance	
		1.1.3 Door & Window Maintenance	
		1.2 Maintenance of Furniture	1.2.1 Repair Desk, Chairs, Tables of Students
			1.2.2. Repair Desk, Chairs, Tables of Teachers
			1.2.3 Repair Cupboard, Book Racks (Glass, Wooden, Steel)
			1.2.4 Repair of green, white, black boards
			1.2.5 Repair of notice boards
			1.2.6 Repaire of Visitor Chairs
		1.3 Maintenance of Machinery & Equipment	1.3.1 Repaire of computers, Printers, Duplo Machines, Photocopy Machines
			1.3.2 Multimedia Projectors, Multimedia Screen, Scanners, Smart boards, LED, LCD Televisions
			1.3.3 Digital Cameras CCTV Camera systems
			1.3.4 Home Science Equipments
			1.3.5 Music Instruments, Dancing Instruments
			1.3.6 Mechanical Instruments, Agricultural Equipments
			1.3.7 Ceilling Fans, Stand Fans, AC Machines
			1.3.8 Mathematical Instruments, Science Instruments
		1.4 Maintenance of Water Electricity & Sanitation	1.4.1 Maintenance of Water System
			1.4.2 Maintenance of Electricity System
			1.4.3 Maintenance of Sanitory System
		1.5 Maintenance of Land & Environment	1.5.1 Maintenance of Boundries, Retaining Walls, Fence, Access Roads, School Premises & Gate
			1.5.2 Maintenance of Play Ground & Play area.
			1.5.3 Maintenance of Name Boards
			1.5.4 Maintenance of Drainage system
			1.5.5 Maintenance of Swimming Pool
			1.5.6 Landscaping & Deco
		1.6 Maintenance of Communication	1.6.1 Wire & Wireless internet connections, Fiber optic line, WIFI routers
			1.6.2 Fax Machine, Telephone Connection, Intercom system
			1.6.3 School sound system
		1.7 Maintenance of Vehicle	1.7.1 Major Repairs of Vehicles
			1.7.2 Minor Repairs of Vehicles

Road	1. Establishment and operation of a Quality road network in the province	1.1 Routine Maintenance Work(Monthly doing)
		1.1.1 Pot hole Patching - Patching pot holes on the Road surfaces 1.1.2 Drain Clearing , Earth drain clearing ,Dish drain clearing , Concrete "U " Drain Clearing ,curb & drain clearing 1.1.3 Jungle Clearing & General Upkeep - cutting overhanging branches , removing bushes on both sides of the road by Mortor Grader ,Cutting trees on the roads , Uprooting tree roots 1.1.4 Shoulder Repairs - Earth shoulder repair 1.1.5 Culvert & Leadway Clearing , Choked Hume pipe Culvert clearing ,Choked Box Culvert clearing , Dredgestone culvert clearing ,Drain clearing near culvert 1.1.6 Edge Repairs - Damaged or washed edges repairs 1.2.1 Edge Repairs - Edge widening ,construction of hard shoulders 1.2.2 Cutting Side Drains ,Cutting Scuffer drains ,Cutting Leadaway drains of the culverts 1.2.3 Shoulder Repairs - Asphalt carpeting on road shoulders , (Hard shoulder repair) 1.2.4 Special Projects/ Sand Sealing/Concreting Road sections. 1.2.5 Concrete "U " Drain Clearing ,curb & drain clearing 1.2.6 Culvert & Leadway Clearing , Choked Hume pipe Culvert clearing ,Choked Box Culvert clearing , Dredgestone culvert clearing ,Drain clearing near culvert
		1.2 Periodic Maintenance Work(Twice a year doing) 1.2.1 Edge Repairs - Edge widening ,construction of hard shoulders 1.2.2 Cutting Side Drains ,Cutting Scuffer drains ,Cutting Leadaway drains of the culverts 1.2.3 Shoulder Repairs - Asphalt carpeting on road shoulders , (Hard shoulder repair) 1.2.4 Special Projects/ Sand Sealing/Concreting Road sections. 1.2.5 Concrete "U " Drain Clearing ,curb & drain clearing 1.2.6 Culvert & Leadway Clearing , Choked Hume pipe Culvert clearing ,Choked Box Culvert clearing , Dredgestone culvert clearing ,Drain clearing near culvert
		1.3 Immgergency Maintenance Work (Under Disaster or collapse) 1.3.1 Reducing High Sides - after raining soil deposited on roads & shoulders - removing those soil. 1.3.2 Immgergency Maintenance- Flood & cyclones defects Correction ,culvert repair ,bridge repair ,shoulder repair , Edge repair , Pothole patching 1.3.3 Other works - Culverts/bridges- collapse reconstruction 1.3.4 Special Projects & Immgergency work (lands slide removing soil deposited on roads and protection of slopes)
		1.4 Road Safety Improvement(Road user side) 1.4.1 Maintenance of Structures , Jacket wall construction ,Handrail construction ,Guard rail construction ,Guard stone construction , Culvert parapet wall construction , Culvert Widening ,Bridge widening 1.4.2 Fixing mirrors on the roads to get visibility for road users.

		1.4.3 Road Marking / sign Boards - Edge line road marking ,Road crossing road marking , Rumble strips ,Centre medians , Bus bays marking , Parking area marking , Erection of Mirrors , Marking humps and erection of sign boards
		1.4.4 Maintanance of access and ground of bus stands
	1.5 Greening of Road sides	1.5.1 Canopy Management of Right of way (on the roads)
		1.5.2 Planting and maintaining trees.
		1.5.3 Jungle Clearing & General Upkeep - cutting overhanging branches , removing bushes on both sides of the road by Mortor Grader ,Cutting trees on the roads ,Uprooting tree roots