

Nanattan Pradeshiya Sabha
Administrative Report - for the year 2023

நானாட்டான் பிரதேச சபை

நிர்வாக அறிக்கை
2023



Nanattan Pradeshiya Sabha
Administrative Report - for the year 2023

1. Introduction	
1.1. Background	
Vision	<p style="text-align: center;">குறிக்கோள்</p> <p>பிரதேசத்தின் செளகரியங்களுடன், பொது பயனுறு சேவைகள், பொது வழிகள் மற்றும் பொது நலன் அபிவிருத்திகள், வசதிகள் யாவற்றையும் உயர்த்துவது, பாதுகாப்பது சம்மந்தமான சகல விடயங்களையும் ஒழுங்குபடுத்தி, கட்டுப்படுத்தி நிர்வகித்தல்.</p> <p style="text-align: center;">MISSION</p> <p>The Pradeshiya Sabha is charged with the regulation, control and administration of all matters relating to the public utility services and public taxes and with the prosecution and promotion of the comfort convenience and welfare of the people and amenities of the Pradeshiya Sabha.</p>
Mission	<p style="text-align: center;">தூர நோக்கு</p> <p>பிரதேச மாந்தர் விரும்பும் வளங்கொண்ட அழகான நகருக்கு வழிகாட்ட நன்கு திட்டமிட்ட வீதிகள் புனரமைப்பு, வியாபார தொழில் நிலையங்கள், சிறப்பான பாலப்பாடசாலைகள், பயன்மிக்க சனசமூக நிலையங்களின் பராமரிப்பு, நீர்வழங்கல் வடிகாலமைப்பு சபைகள், சிறந்த சுகாதார சேவைகள் ஆகியவற்றை வழங்கி பொது மக்களுக்கு மனம் கவர் சேவை வழங்குவது</p> <p style="text-align: center;">VISION</p> <p>Providing desirable services to the tax payers by improving resources of commercial and industrial centre maintaining clean environment providing pure drinking water and maintaining pre schools and community centres with various constructing and renovating well plan roads and take care of the people and make it to be an excellent city by the year.</p>

Nanattan Pradeshiya Sabha

Administrative Report - for the year 2023

Functions	<ol style="list-style-type: none"> 1. Administration & Staff Management 2. Solid Waste Management 3. Health & Medical Service 4. Develop the Physical & Planning Services 5. Water supply Service
Profile / Introduction	<p>Nanattan Pradeshiya Sabha is located in Mannar District of Northern Province in Srilanka. It's covering all 31 Grama Nilathari divisions in Nanattan Divisional Secretary area & 06 of the Madhu Divisional Secretary area. Total in 37 Grama Nilathari divisions. Having 08 Wards in which 02 multi member wards. Total land area is 271.27 km². Total Population is 26,475. Border are Mathai west Pradeshiya Sabha, Mannar Pradeshiya Sabha, Musali Pradeshiya Sabha & Venkalacheddikulam Pradeshiya Sabha. Having Murunkan, Nanatan & Vankalai Sub offices are part of this Nanattan Pradeshiya Sabha.</p>
Functions	<ol style="list-style-type: none"> 1. Construction, Reconstruction, Development & Renovation of Roads 2. Building Approvals 3. Renovation of Culverts 4. Renovation of Playgrounds 5. Supply the drinking water 6. Renovation & Reconstruction of Bus stand, Market, Bus Halt & Shops 7. Improvement the Public library
Organization Chart	please attach

Nanattan Pradeshiya Sabha

Administrative Report - for the year 2023

2. Human Resources Details as at 01.01.2023					
2.1. Head of the Department					
Hon. Chairman					
Secretary	Mr. X.L Renald				
2.2. Cadre Information					
Category of Post	Service	Grade	Approved Carder (Nos)	Present Strength (Nos)	Vacancy (Nos)
Secretary	PPMSO	Supra	01	01	0
Ayurveda Medical Officer	SLAyMS	Prelim/II/I	01	01	0
Development Officers	DOS	III / II / I	08	18	-10
Librarian	SLGLS	III / II / I	01	0	01
Technical Officers (Civil)	SLTS TO	III / II / I	02	02	0
Public Management Service Officers	PMSO	III / II / I	10	09	01
Any Remarks on Cadre Information					

Nanattan Pradeshiya Sabha
Administrative Report - for the year 2023

2.3. Departmental Cadre Information					
Category of Post	Service	Grade	Approved Carder (Nos)	Present Strength (Nos)	Vacancy (Nos)
Revenue Inspectors	Dept	III / II / I	03	03	0
Health Supervisor	Dept	III / II / I	01	0	01
Nursery School Teacher	Dept	III / II / I	02	02	0
Drivers	Dept/ Dept-Per	III / II / I /Spl	06	05	01
Electrician	Dept	III / II / I /Spl	01	01	0
Ayurveda Dispenser	Dept	III / II / I /Spl	01	01	0
KKS (LA)	Dept	III / II / I /Spl	04	02	02
Watcher (LA)	Dept	III / II / I /Spl	04	04	0
Library Attendant	Dept	III / II / I /Spl	03	03	0
Health Labourer	Dept	III / II / I /Spl	16	12	04
Work / Field Labourer	Dept	III / II / I /Spl	04	03	01

Nanattan Pradeshiya Sabha
Administrative Report - for the year 2023

2.4. Departmental Cadre – Permanent / Temporary / Vacancy

Category of Post	Approved Carder (Nos)	Permanent (Nos)	Temporary (Nos)	Vacancy (Nos)
Drivers			01	
KKS				
Watcher			01	
Labourer				

Any Remarks on Departmental Cadre

2.5. Departmental Cadre – Conducted any Recruitment Examinations

No. of Exams planned to conduct	No. of Exams conducted	Exams not conducted	
		No.	Reason
Nil			

2.6. Departmental Cadre – Conducted any Recruitment Examinations

Name of Exams	Date of Exams
Nil	

2.7. Departmental Cadre – Appointments Given

Appointment Given Service	Appointment Given (Nos)	Duty Assumed (Nos)	Not Assumed (Nos)
Nil			
Nil			

Nanattan Pradeshiya Sabha

Administrative Report - for the year 2023

2.8. Efficiency Bar Examinations Conducted				
Name of Exams	Date of Exams	Officers Applied for Exams	Officers Sat for Exams	Officers Passed the Exams
Nil				
Nil				
Nil				

2.3. Human Resource Functions

1. Training
2. Capacity Development
3. Staff Welfare Programmes
4. Staff Loans
5. Language skill Development
6. Staff Medical Facilities
7. Job Oriented Training

2.4 Divisional Level (Summarized all departments) Confirmations (01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
	Nil				
Departmental Service					
	Nil				

Nanattan Pradeshiya Sabha

Administrative Report - for the year 2023

2.6.. Divisional Level (Summarized all departments) Inter-Provincial Inward Transfer

(01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
Nil					
Departmental Service					
Nil					

2.7. Divisional Level (Summarized all departments) Inter-Provincial Outward Transfer (01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
Nil					
Departmental Service					
Nil					

Nanattan Pradeshiya Sabha

Administrative Report - for the year 2023

2.8. Divisional Level (Summarized all departments) Promotions (01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
Nil					
Departmental Service					
Nil					

2.9. Divisional Level (Summarized all departments) Release to Other Service (01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
Nil					
Departmental Service					
Nil					

Nanattan Pradeshiya Sabha
Administrative Report - for the year 2023

2.10. Divisional Level (Summarized all departments) Retirement (01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
Nil					
Departmental Service					
Nil					

2.11. Divisional Level (Summarized all departments) Resignation (01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
	Nil				
Departmental Service					
	Nil				

Nanattan Pradeshiya Sabha

Administrative Report - for the year 2023

2.12. Divisional Level (Summarized all departments) Vacation of Post
(01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
	Nil				
Departmental Service					
	Nil				

2.13. Divisional Level (Summarized all departments) Death in (01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No.

2.14. Divisional Level (Summarized all departments) Disciplinary inquires
(01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
Departmental Service					

Nanattan Pradeshiya Sabha

Administrative Report - for the year 2023

2.15. Divisional Level (Summarized all departments) Leave Out of Island
(01/01/2023 to 31/12/2023)

S. No.	Service / Designation	No. of Applications			Reason for Not Completed / Rejected with Amount
		Received	Completed	Not Completed / Rejected	
All Island Service					
	Secretary (SLAS Special				
Combined Services					
	Management Assistant				

3. Capacity Development

1.1. Local Training

S. No.	Training Category	Proposed	Conducted	Reason for not conducted with No.	No. of beneficiaries	Expenditure in Rs.

1.2. HRD Assistance

S.No.	Purpose	Applied (No.)	HRD Given (No. of beneficiaries)	Reason for not conducted with No.	Allocation (Rs.)	Amount paid (Rs.)

1.3. Foreign Training

Nanattan Pradeshiya Sabha
Administrative Report - for the year 2023

S. No.	Post / Service	Applied (No.)	No. of approved (No. of Participants)	Reason for rejected with No.

4. Special Achievements

- Council Fund
- PSDG Fund
- CBG fund
- DCB (Through Divisional Secretaries)
- Line Ministry Fund
 1. Strengthening of Pradeshiya Sabha
- Projects
 1. LDSP
 2. CDLG
- NGO's
 1. Asia Foundation
 2. World vision

Nanattan Pradeshhiya Sabha
Administrative Report - for the year 2023

5. Finance

5.1 Recurrent Expenditure

Details	Allocated (Rs Mn)	Released (Rs Mn)	Spent (Rs Mn)	Progress

5.1.Capital Expenditure

Details	Allocated (Rs Mn)	Released (Rs Mn)	Spent (Rs Mn)	Progress

5. Issues / Constraints

- **Office Space**
- **Vehicle**
- **Language abilities**