

Vision

To be the leading University

Providing Technical and Vocational Education

For all with aspiration to achieve professional excellence.

Mission

***To provide services in human resources, curriculum, learning
resources development, research and consultancy.***

***Achieve professional excellence with ethical rectitude and
liaise with global Technical and Vocational Education sector,
Academic community and Industry.***

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1. Message of the Vice Chancellor

The University of Vocational Technology provides the qualification upgrading pathways to degree level for those progressing from Technical and Vocational Education as its main mandate. The number of students enrolled to an academic year was doubled by the opening up admission to the GCE (AL) Technology Stream qualified students, which paved the way for utilizing human and physical resources to the optimum level. The university demonstrated a significant expansion of its academic staff both qualitatively and quantitatively, recruiting a quite number of experienced professionals in their respective fields. The university was able to obtain accreditation from the Institution of Engineers Sri Lanka (IESL) in 2017, under the Sydney accord, which is an international recognition for Engineering Technology Degrees; we were the first university to achieve this in Sri Lanka. Further a number of industry and academic partnerships established both locally and globally during the 2017 will enhance the above furthermore.

The Convocation of the University of Vocational Technology was held in December, 2017 at the BMICH and a total of 169 were contrived Bachelor Degrees. Several Academic staff members commenced their postgraduate studies by registering in Sri Lankan and Overseas Universities during the year 2017. The Skills Sector Development Program established in the Ministry of Skills Development and Vocational Training financially supported the staff members who sought their assistance for these postgraduate studies. Further, academic and administrative staff attended workshops, seminars and conferences in Sri Lanka and overseas during the year. Non -academic staff of the university were provided with short term training aimed at productivity improvement and leadership development.

Students of the University, while pursuing their studies, took part in several exhibitions and competitions. Students also organized several cultural and religious activities to display their talents and to promote harmony within the University community.

The University assisted the work of Skills Sector Development Program by conducting national Diploma in Technical Teacher Education, Certificate course in Training Centre Management, Industrial Training Management and Assessor Training. The University also developed or revised several course curriculums at Certificate and Diploma levels for use in the Technical and Vocational Education and Training sector.

The progress made by the university in 2017 is attributed to the directions of the Board of Governors, Academic council and the Faculty Board and the untiring work of all academic and non-academic staff if the University and the support of students. I wish to thank all of them for their commendable work and wish that the trends setup will continue in the future years.

Prof. G.LD Wickramasinghe

2. Board of Governors of the University -2017

Prof. G.L.D Wickramasinghe,
Vice Chancellor, University of Vocational
Technology (Chairman).

Eng. Jayavilal Meegoda
Institution of Engineers, Sri Lanka.

Mr. P Ranepura
Secretary ,
Ministry of Skills Development and Vocational
Training
“Nipunatha Piyasa”, 354/2, Narahenpita

Eng. Jayantha Kumara Lankatilaka,
Institution of Incorporated Engineers,
Sri Lanka (IESL)

Mr .D.C Dissanayake,
Secretary, Ministry of Higher Education and
Highways ,
18 Ward Place, Colombo 07.

Eng. W.A.U Gunawardena
Institution of Incorporated Engineers, Sri
Lanka (IESL)

Mr. C Jayasuriya,
Additional Director General,
Ministry of finance and mass media,
Colombo 1.

Mr. Chandrarathne Vithanage
Ceylon Chamber of Commerce.

Ms. P.N.K Malalasekara,
Director General,
Department of Technical Education & Training,
Olcott Mawatha, Colombo 10.

Mr. L.W.S Kularathne,
Dean, Faculty of Training Technology
University of Vocational Technology

Dr. Lionel Pinto,
Chairman,
Vocational Training Authority of Sri Lanka,

Dr. D.D.D Suraweera
Dean, Faculty of Industrial & Vocational
Technology,
University of Vocational Technology.

Mr. Shehan Senevirathne,
National Apprentice & Industrial Training
Authority,

Ms. Nilmini Diyabedanage
Director General,
University of Vocational Technology.

Mr. Rahula Senanayake,
No: 185/2C, Lumbini Step, Wewal Duwa,
Kelaniya.

Ms. T.K Malwatta,
Academic Council Nominee
University of Vocational Technology

Mr. L.R. Vaidyarathne,
No: 76, Dharmapala Mawatha, Colombo 07.

Ms. Malkanthi Thenabadu
Academic Council Nominee
University of Vocational Technology

Mr. S Kulasinghe
Epitaha Watta, Hiyare, Galle.

Representative of Board of Investment of Sri
Lanka

Ms. Rifha Musthafha
No; 206/1, Lake Drive, Colombo 08.

3. Members of the Academic Council

Prof. G.L.D.Wickramasinghe	- Vice Chancellor, University of Vocational Technology (Chairman)
Mrs. N.Diyabedanage	- Director General, University of Vocational technology
Dr. D.D.D.Suraweera	- Dean, Faculty of Industrial & Vocational Technology, UNIVOTEC
Mr. L.W.S.Kularatne	- Dean, Faculty of Training Technology, UNIVOTEC
Eng. D.S.Hettiarachchi	- Director, Media & Information Services, UNIVOTEC
Mr. S.A.Liyanage	- Director, Admission Accreditation & Quality Assurance, UNIVOTEC
Prof. (Mrs.) G.I.C.Gunawardena	- Outside Faculty Nominee – Emeritus Professor in Education, OUSL
Eng. P.D.Sarath Chandra	- Outside Faculty Nominee – Former Senior Lecturer Mechanical Eng. HOD (Agricultural & Plantation Engineering) OUSL
Eng. (Mrs.)W.C.C.Sumathiratne	- Head, Department of Building Services Technology/ FIVT
Eng. (Mrs.)J.K.Kanthi	- Head, Construction Technology / FIVT
Eng. S.P.A.R.S.Jayathilaka	- Head, Department of Electrical & Electronics Technology/FIVT
Mrs. T.K.Malwatta	- Head Department of ICT/FTT
Mr. Senesh Dissanaik Bandara	-Head, Department of Film & Television Technology/FIVT
Eng. (Mrs.)Gayanthi Alahapperuma	- Head, Department of Manufacturing Technology/FIVT
Mrs. M.Thenabadu	-Head, Department of Agricultural & Food Technology/FIVT
Mrs. B.M.T.D.Jayasekara	-Head, department of Management Studies/FTT
Mr. S.A.N.Dhanushka	- Head, Department of Education & Training/FTT
Miss. Buddhima Karunaratne	-Head, Department of Language Studies/FTT
Miss. Padmashanthi Y. Gamage	-Senior Lecturer, Department of Education & Training/FTT

In Attendance

Mr. M.G. Dharmasiri	- Senior Assistant Registrar, Examination & Evaluation Center
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Mrs. W.P.G.C.Pramila	- Assistant Registrar/Faculties (Secretary to the Academic Council)
Ms. S.R.M.P.Senevirathne	- Lecturer (Probationary), Coordinator, B.Tech.in Quantity Survey, FIVT
Mr. P.Uruthiran	- Lecturer (Probationary), Head, Continuing Education Center

4. Introduction

4.1 Establishment of the University of Vocational Technology

The University of Vocational Technology was established under the Parliamentary Act Number 31 of 2008 with the purpose of fulfilling a long awaited need of the contemporary society of having a University distinct from other existing universities in Sri Lanka where potential students can be enrolled outside the G.C.E Advanced Level route.

At present, the University of Vocational Technology enrolls students with NVQ level 5 or relevant equivalent qualifications. Persons having said qualifications are different from G.C.E Advanced Level qualified students as they have gone through a diploma level technology programme with substantial industry exposure. Thus, within the undergraduate programmes, students are given higher theoretical knowledge in their specialization and are exposed to gain practical experience with new technological equipment in laboratories. They also achieve an industrial training of six months as undergraduate trainees during the fifth semester of the programme. Having been technologically enriched through these activities, students will complete a project during the final semester which would be product oriented and mostly based on industry requirements.

4.2 The Objectives of the University

- a) Assist in the progressive development of students in technical and vocational education and training system, based on their aptitudes and abilities to acquire a University education;
- b) Provide pedagogical training for those undergoing training while serving in the technical and vocational education sector and industry;
- c) Assist in the development of course curricula for technical and vocational education and training;
- d) Provide courses of study for middle level technical personal having qualifications acceptable for admission to the University;
- e) Provide courses of study for those with National Vocational Qualification to upgrade their competency and acquire academic qualifications;
- f) Provide extension courses on continuous professional development; and
- g) Provide extension services to the public including institutions in the construction, manufacturing, and service sectors at this University.

Further, students were enrolled to facilitate the higher education avenue to those who have followed GCE A/L in Technology Stream in 2016. For the 1st time in Sri Lanka, students from NVQ stream as well as A/L Stream are reading for their degrees at this University.

4.3 Organizational Structure and courses of study of the University

The Internal structure of the University of Vocational Technology has been formulated to meet the demands of the stakeholders of the field such as the industry, and also to satisfy the requirements of the general community who seeks further and professional development in their careers. Accordingly, in addition to the administration and finance divisions, two faculties and a centre for continuing professional development were established.

4.4 Faculty of Industrial and Vocational Technology

This faculty of the University was established with the intention of opening pathways for middle level technically trained individuals serving in the industry to develop their knowledge, skills and attitudes for their career advancement. There had been little or no opportunity in the country for those technically trained persons to obtain degrees and higher level qualifications in their respective fields. Degree programs that are offered by the faculty of Industrial and Vocational Technology would fill this gap and create more openings in not only conventional technology fields like civil, mechanical and electrical but also more integrated areas like building services, mechatronics and food process technology.

Faculty of Industrial and Vocational Technology offers 7 degree programmes leading to a Bachelor of Technology (B Tech) in disciplines of Mechatronics Technology, Manufacturing Technology, Building Services Technology, Food Processing Technology and Film and Television Production Technology, Quantity Surveying and Construction Technology. Initiative action had been taken to introduce a new degree program of Hotel Management in year 2017.

4.5 Faculty of Training Technology

Faculty of Training Technology has been established to create opportunities for higher studies in the fields of Teacher Education, Information and Communication Technology and Management. All degree courses conducted by the faculty are designed with the intention of opening pathways for middle level technicians and trainers to develop their knowledge, skills and attitudes to a higher level. At present, the faculty conducts five degree programmes for diploma holders, TVET trainers and school teachers qualified in relevant fields.

The Faculty offers 2 degree programmes leading to Bachelor of Education and 4 degree programmes leading to Bachelor of Technology. Bachelor of Education in Technology (B Ed Tech) focuses on imparting teaching and training methodologies pertaining to technology education. B Ed in English

Language Teaching is the other B. Ed programme. The Faculty commenced a new programme in 2016 leading to B. Tech in Industrial Management.

All three ICT courses namely, B.Tech in Software Technology, B.Tech in Network Technology and B.Tech in Multimedia and Web Designing Technology continued in 2016. During the first year of these three degree courses, studies are combined in computer science, software development, information systems, multimedia, web development and computer networks. Later, there is opportunity to specialize in the areas of software development, information systems, computer networks, web development and multimedia production. Further, a new degree programme B.Tech in Industrial Management was introduced to match the demands of the Industrial sector.

4.6 Details of Resources & Students

4.6.1 Library

The library and Information Services Division is housed near the Reception area at the old building. The UNIVERSITY OF VOCATIONAL TECHNOLOGY library facilities are open to the staff and students of the institute. If you wish to use the library for academic use, private study or to borrow resources you will be asked to show your institutional ID card and complete a membership application form – this is an agreement with the UNIVERSITY OF VOCATIONAL TECHNOLOGY library to abide by its user policy. For students, it is important that you know the name of your Course coordinator.

You will then be issued two library cards.

Opening hours

Monday to Friday 8.30am-4.30 pm

Saturday 8.30am-4.30 pm

The library is closed on Poya days and public holidays.

Library Resources

The main library collection consists of books containing more than 27272 volumes in both reference and lending sections. New arrivals for the book collection are displayed for two weeks before

Membership

The main membership of the library consists of academics, students and non-academics. They are entitled to the membership of the library and are provided 3 library tickets each (without Academic and executive members). The University of Vocational Technology also encourages the use of its library resources for research and professional purposes. Outside members are eligible to register as special readers of the library on a refundable payment of Rs.10000 .00.

Organization of Knowledge

All the resources in the library are classified according to the Dewey decimal classification system and shelved in the same order.

Services

Borrowing (Books will be issued on tickets provided for the purpose for a period of Two Weeks)

Internet Facilities

Internet facilities are provided for a limited period. It will be limited to the institutional staff members only. The other members can access internet facilities via the computer labs.

Photocopying Services (at a nominal fee)

Current Awareness Services (News clipping services related TVEC sector, new acquisitions)

Rules and Regulations

1. Personal text books, files, bags, handbags, parcels etc Should not be taken into the library and should be left on the shelf kept outside the library.
2. Book must be returned on time.
3. Ensure that books are returned in the same condition. Books should not be marked or defaced in any way. A fee will be charged for damaged or defaced books.
4. When books are returned, make sure that the receiving date is stamped on the book and that your library card is returned.
5. The borrowing period for all books from the lending section is 14 days. The fine for delay is .50 cents per day for the first seven days of delay, and 1/= rupee per day thereafter.
6. The due date will be stamped by the library and counter signed by the security guard or an appropriate other officer.
7. For renewals, each book should be physically produced to the counter. No extensions are allowed over the phone.
8. Students entering or leaving the library shell should allow books and other possessions to be checked by the library staff. Personal valuables should be handed over to the Security officer or library staff
9. Loss of a library ticket should be informed immediately to the library. The students have to remaining library tickets to confirm the lost number. New tickets will be issued upon payment of Rs.25 for each lost ticket.

Failure to pay fines and follow the above guidelines constitute a breach of discipline of the Institute. Action may be taken to cancel the membership and review academic progress in case of students.

The University of Vocational technology Library offers many services and resources to our students, faculty, and staff. These include:

- Books
- Magazines
- Newspapers
- Computer Usage
- Copy Machine
- Printing

- Lending
- Reference

Sections of the Library

Reference Section

- Encyclopedias
- Dictionaries
- Atlas
- Permanent Reference books
- Reference books
- Guide books
- Thesaurus

Lending Area

- Lending Books
- Newspapers
- Skills Standards
- Curriculum
- Research Reports
- New Arrivals
- Newspaper Clippings
- Government Publications
- ICTAD Publications
- ILO publications

Permanent Reference Materials

- Encyclopedias
- Dictionaries
- Atlas
- Thesaurus
- Almanacs
- Reference Books
- Permanent Reference Books

Library EMIS Databases

When you find a good book, use its subject terms to search for more books in that database.

Accesses Terminals

Search by:

Activities

- Preparing for 996 inventoried titles as new acquisitions.
- More than 1600 books circulated among the students and staff.
- Recruited student members (B1- 404 , B2- 481)
- Basic activities done for the purchase of “KOHA” database and trained the staff to work with the new database.
- Collecting student project reports -195.
- Annual subscription for National Geographic, Times and fortune magazines.
- Removal of 204 library books as damaged.

4.6.2 Hostel Facilities

The university has two hostels to offer accommodation. These hostels are situated in the university premises. Hostel facilities are provided for a limited number of students by the university. First year students are given priority in the selection process in order to be of more assistance to their studies. Hostels are offered on full time basis as well as daily basis. Hostels are administered by two members of the academic staff and two sub-wardens. In addition, there are other staff members to help in the administration. All hostels are equipped with able staff to handle daily services.

There was a significant improvement in the hostels during the year 2017. The capacity of the hostels were increased from 190 to 340 (220 boys, 120 girls) by replacing 150 single beds by new bunker beds. Facilities of both hostels were improved by introducing new double layer mattresses and pillows. Further, one of the hostels (old hostel) was fully renovated during the year of 2017. All the rooms of that hostel were completely modified including wash rooms, electrical systems and ventilation.

4.6.3 Student Cultural and Religious Events

- “RIVI THEDA MANGALYA” 2017, the New Year festival organized by the students of the University was held on 08th May 2017 at the university premises. The chief guest of this event was the Vice Chancellor of university.
- Ramadan Iftar was organized by the Islam students of the University of Vocational Technology, The event was held on 22nd of June 2017. The Vice chancellor, Director General, Deans and Academic & Non Academic staff members graced the occasion.
- Thai Pongal Festival of University of Vocational Technology was held on 20th January at the University. Academic Non Academic staff and students were assembled around the Pooja awning in the decorated premises.
- Navarathri pooja festival was celebrated by the first-year students at the new building of the University of Vocational technology on 29th September 2017. The Vice Chancellor, academic and non-academic staff members and students were present at this occasion.

4.6.4 Student Activities & Achievements

Participation in Exhibitions

- Students of the Faculty participated in the Techno 2017 exhibition organized by the Institution of Engineers, Sri Lanka.
- Undergraduates of the Faculty participated in Techno Sri Lanka 2017 exhibition representing the University.
- Students participated in Future Minds - 2017 education exhibition
- Students participated in "Anthony Abhiman" education exhibition, organized by the St/Anthony's College Baddegama.

Participation in Competitions

- Students participated in the Robotics Competition organized by various institutions and universities under the guidance of Eng. S.P.A.R.S Jayathilake - Senior Lecturer and Head, Electrical and Electronic Technology. Students won first, second & third places at the competition beating students of other established universities.
- University of Vocational Technology Gavel Club won "Gavel Got Talent" event of the Gavel Conference in 2017.

- University of Vocational Technology Gavel Club successfully organized the first Intra University Best Speaker Competition.

At the debate competition organized by the Student Assembly, B. Tech. IM students of the Faculty of Training Technology won first place.

Student Activities & CSR Programmes

- The inaugural ELT gathering of the students of Bachelor of English Language Teaching (B. Ed ELT) degree programme of the University of Vocational Technology was held on 6th January 2018, at the university auditorium. Students of B. Ed ELT 2011/2012 batch, 2013/2014 batch, 2014/2015 batch, 2015/2016 batch, 2016/2017 batch, 2017/2018 batch and the academic staff members of the Department of Language Studies and the Department of Education and Training participated in the occasion.
- The Environmental Society of the University of Vocational Technology invited the Waste Management Authority (WP) to conduct a program based on Waste management practices for the University Students and for the Staff members. The theme was “How to maintain an eco-friendly green environment in the university premises and in our residence”. Expertise on the subject conducted the program on the 10th August 2017 at 10.30 am at the university auditorium.
- The Annual Six-A-Side ‘UoVT SIXERS CRICKET TOURNMENT–2018’ organized by the Sport Society of University of Vocational Technology was held on 27th and 28th January 2018 at Kandawala School Ground. The students were encouraged with the presence of the Deans of the faculties and the lecturers.
- “Volley Clash” Volleyball Championship - 2017 organized by the Sports Society of University of Vocational Technology was held on 28th and 29th of August at the university playground.
- The students conducted a CSR programme titled " Sisu Sithata Sisilak" to assist school children in Galearawa Kanishta Vidyalaya, Siyambalanduwa & Barawaya Primary School
- Students conducted classes for Sandungama School students at Sandungama Temple
- A group of students repaired the buildings, computers and other electrical equipment which were damaged by floods, in Godagama and Thudawa schools of the Matara District.
- The Faculty Board has proposed a series of activities to assist those who are in need of financial and educational assistance in close proximity to the University

Awards

- Department of Electronic and Electrical Technology won 1st place at the Robotics Competition "OUSL IMPACTO 2017" under university category. The team comprised of five members of UoVT and the competition was held on the 22nd of January 2018 at the Open University of Sri Lanka.
- University of Vocational Technology won 1st, 2nd and 3rd places at Atrix Explosion 2017 - the Ultimate Robot Battle 2017 robotic competition organized by the INTELLEX Club of the University of Kelaniya.
- Final year students of Film & Television Technology Department won the Best Education Music program Award at Raigam Tele’es- 2017.
- Final year student of Film & Television Technology Department won the Best Political program Award at Raigam Tele’es- 2017.

5. Faculty of Industrial and Vocational Technology

5.1 Student Intake – 2017

Aptitude test to select students for the two batches (Weekday and Weekend) of the programmes of B. Tech. in Manufacturing Technology, Mechatronics Technology, Building Services Technology, Food Process Technology, Film & Television Production Technology, Construction Technology & Resource Management and Quantity Surveying was conducted on 19th February 2017. For the first time, B. Tech. in Food Technology and Construction Technology & Resource Management courses were offered on weekdays. Based on the performance of the Aptitude test, 505 students were admitted for the academic year 2017/2018. Details of the intake are given in Table 1 and 2. For the weekday batches of the academic year, after giving priority to student having National Vocational Qualification level 5 / 6 or equivalent qualifications, available vacancies were filled with students with GCE Advanced level qualifications. This initiative allowed conducting the degree programmes in full capacity. GCE A/L students also had to face the selection test. Among those who pass the selection test, candidates were selected based on their Z-score. Details of Advanced level streams considered as entry qualifications for the respective degrees are given in the table 3. The number of students admitted form NVQ and GCE (A/L) are given in the Table.

Table: 1 Student Intake – Faculty of Industrial & Vocational Technology for the academic year 2017/2018 Weekdays

#	B. Tech. Degree Programme	No. of Students registered
1.	B. Tech. in Building Services Technology	37
2.	B. Tech. in Mechatronics Technology	45
3.	B. Tech. in Manufacturing Technology	42
4.	B. Tech. in Food Process Technology	42
5.	B. Tech. in Construction Technology & Resource Management	41
Total registered in the Faculty of Industrial and Vocational Technology for week day programmes		207

Table: 2 Student Intake – Faculty of Industrial & Vocational Technology for the academic year 2017/2018 Weekends

#	B. Tech. Degree Programme	No. of Students registered
1.	B. Tech. in Building Services Technology	33
2.	B. Tech. in Mechatronics Technology	22
3.	B. Tech. in Manufacturing Technology	17
4.	B. Tech. in Food Process Technology	44

5.	B. Tech. in Construction Technology & Resource Management	63
6.	B. Tech. in Film & Television Production Technology	36
7.	B. Tech. in Quantity Surveying	83
Total registered in the Faculty of Industrial and Vocational Technology		298

Student Intake – Distribution of intake between NVQ and GCE (A/L) for different degrees

#	B. Tech. Degree Programme	NVQ	GCE (A/L)
Weekday			
1.	B. Tech. in Building Services Technology	06	31
2.	B. Tech. in Mechatronics Technology	07	38
3.	B. Tech. in Manufacturing Technology	01	41
4.	B. Tech. in Food Process Technology	02	41
5.	B. Tech. in Construction Technology & Resource Management	03	38
Weekend			
6.	B. Tech. in Building Services Technology	33	--
7.	B. Tech. in Mechatronics Technology	21	--
8.	B. Tech. in Manufacturing Technology	17	--
9.	B. Tech. in Food Process Technology	52	--
10.	B. Tech. in Construction Technology & Resource Management	63	--
11.	B. Tech. in Film & Television Production Technology	36	-
12.	B. Tech. in Quantity Surveying	83	-

Table: 3 Student Intake – GCE (A/L) qualifications considered as entry qualification for different degrees

#	B. Tech. Degree Programme	GCE (A/L) Stream considered
1.	B. Tech. in Building Services Technology	Engineering Technology
2.	B. Tech. in Mechatronics Technology	Engineering Technology
3.	B. Tech. in Manufacturing Technology	Engineering Technology and Physical Science
4.	B. Tech. in Food Process Technology	Bio-systems Technology and Biological Sciences
5.	B. Tech. in Construction Technology & Resource Management	Engineering Technology

5.2 Foundation Programme

Inaugural ceremony and the orientation programmes were commenced for weekday & weekend programmes on 06th April 2017. Gap filling / Foundation programme for selected students of the weekday programme on essential basic subjects such as Mathematics, Information Technology and English commenced on 05th May 2017. This programme ended on 04th August 2017.

5.3 B. Tech. Degree (Weekday & Weekend) Programmes

The degree programmes for the newly registered weekdays-batch (B1) and weekend-batch (B2) commenced on 14th August 2017 and 20th May 2017 respectively. Semester 3 of the second year (B1) batch also commenced parallel to the fresh B1 batch on 19th August 2017. During the semester 5, i.e. from March to September 2018, semester 5 students underwent Industry Training at various places in the industry.

Details of students population of B. Tech. degree programmes offered by the Faculty is given in table 5.

Table: 5 Total Student Population

Title of the Degree Course	Year of Registration						
	2014 – B2	2015 – B1	2015 – B2	2016 – B1	2016 – B2	2017 – B1	2017 – B2
Building Services Technology	36	19	29	19	40	37	33
Manufacturing Technology	14	13	15	00	22	42	17
Mechatronics Technology	41	14	37	21	40	45	22
Food Process Technology	35	--	48	--	45	42	44
Film & Television Production Technology	36	--	31	--	31	--	36
Construction Technology & Resource Management	--	--	39	--	61	41	63
Quantity Surveying	--	--	49	--	56	--	83
Batch Total	162	46	248	40	295	207	298

5.4 Examinations conducted for the faculty in 2017

Details of examinations conducted during year 2017 for both weekday and weekend batches are given in Table 6.

Table: 6 Examinations conducted for the Faculty in 2017

#	B. Tech. Degree Programme	Year of First Registration	Mode of conduct	Semester End Examination	From	To
1.	Mechatronics Technology	2014	B1	Semester 6	27.02.2017	10.03.2017
	Building Services Technology					
2.	Mechatronics Technology	2015	B1	Semester 4	27.02.2017	24.03.2017
	Manufacturing Technology					
3.	Building Services Technology	2016	B1	Semester 2	27.02.2017	24.03.2017
	Mechatronics Technology					
4.	Mechatronics Technology	2015	B2	Semester 4	08.07.2017	30.07.2017
	Manufacturing Technology					
	Building Services Technology					

	Food Process Technology					
	Film & Television Production Technology					
	Construction Technology & Resource Management					
	Quantity Surveying					

5.	Mechatronics Technology	2016	B2	Semester 2	08.07.2017	30.07.2017
	Manufacturing Technology					
	Building Services Technology					
	Food Process Technology					
	Film & Television Production Technology					
	Construction Technology & Resource Management					
	Quantity Surveying					
6.	Mechatronics Technology	2016	B1	Semester 3	04.09.2017	15.09.2017
	Building Services Technology					
7.	Mechatronics Technology	2014	Weekend	Semester 6	25.11.2017	17.12.2017
	Manufacturing Technology					
	Building Services Technology					
	Food Process Technology					
	Film & Television Production Technology					
8.	Building Services Technology	2017	Weekdays	Semester 1	04.12.2017	15.12.2017
	Mechatronics Technology					
	Manufacturing Technology					
	Food Process Technology					
	Construction Technology & Resource Management					
9	Mechatronics Technology	2017	Weekend	Semester 1	09.12.2017	24.12.2017
	Manufacturing Technology					
	Building Services Technology					
	Food Process Technology					
	Film & Television Production Technology					
	Construction Technology & Resource Management					
	Quantity Surveying					

5.5 Visiting Lecturers in 2016

Faculty is obtaining services of visiting lecturers and resource persons due to the following;

- Shortage of permanent academic staff
- To establish better linkages with industry and academia of other universities and higher education institutions

Details of visiting lecturers obtained by the faculty for all degree programmes are given in Table 7.

Table: 7 Visiting Lecturers in- 2017

#	B. Tech. Degree Programme	Year of First Registration	Mode of conduct	Semester	No. of Visiting Lecturers
1.	Mechatronics Technology	2014	Weekdays	Semester 6	05
	Building Services Technology				
2.	Mechatronics Technology	2015	Weekdays	Semester 4	09
	Manufacturing Technology				
	Building Services Technology				
3.	Mechatronics Technology	2016	Weekdays	Semester 2	01
	Building Services Technology				
4.	Mechatronics Technology	2015	Weekend	Semester 4	38
	Manufacturing Technology				
	Building Services Technology				
	Food Process Technology				
	Film & Television Production Technology				
	Construction Technology & Resource Management				
	Quantity Surveying				
5.	Mechatronics Technology	2016	Weekend	Semester 2	50
	Manufacturing Technology				
	Building Services Technology				
	Food Process Technology				
	Film & Television Production Technology				
	Construction Technology & Resource Management				
	Quantity Surveying				
6.	Mechatronics Technology	2016	Weekdays	Semester 3	08
	Building Services Technology				
7.	Mechatronics Technology	2014	Weekend	Semester 6	35
	Manufacturing Technology				
	Building Services Technology				
	Food Process Technology				
	Film & Television Production Technology				
8.	Building Services Technology	2017	Weekdays	Semester 1	23
	Mechatronics Technology				
	Manufacturing Technology				
	Food Process Technology				
	Construction Technology & Resource Management				
9.	Mechatronics Technology	2017	Weekend	Semester 1	49
	Manufacturing Technology				
	Building Services Technology				
	Food Process Technology				
	Film & Television Production Technology				
	Construction Technology & Resource Management				
	Quantity Surveying				

5.6 Exemptions granted for B. Tech Students

Exemptions were granted to students based on the policy on granting exemptions approved by the Academic Council. Students were considered to be eligible for exemptions only if they had NVQ 6 Diploma or equivalent or higher qualification. Exemptions were granted for modules provided that the student has successfully completed the equivalent subject at Diploma level. Students were required to produce the original transcript of the Diploma as evidence.

Students who sought exemptions had to apply under two categories. Students in Category 01 were granted exemption from attending lectures and practical classes and all assessments including semester end examination. However his/her performance in the particular module was considered to be equivalent to simple pass for the purpose of calculating GPA. Students of category 02 were granted exemptions from attending lectures and practical classes, but they were required to complete the continuous assessments and sit for the semester end examinations. Consequently, performance levels that the students achieved at those evaluations were counted for their GPA calculation.

Further, as per the exemption policy, those students who had applied and were eligible were granted exemptions for the whole semester. Those who had completed NVQ Level 6 in Quantity Surveying were granted the exemptions for the first year as NVQ Level 6 is considered equivalent to the first year of the B. Tech. in Quantity Surveying degree. Hence, they were given the opportunity to join the degree from the second year. For students following other degrees, module and semester exceptions were granted base on the exemption policy and as per their requests.

5.7 Work Based Industrial Training

Work based industrial training is an important mandatory component of Bachelor of Technology programmes, which lasts for six months, except in the Food Process Technology programme, where it is three months. This module is offered in semester 5. Students are placed in the industry in collaboration with National Apprentice & Industrial Training Authority under its undergraduate training placement scheme. A comprehensive assessment scheme was developed to assess the work based industrial training of students as this component is considered for the calculation of students' Grade Point Average (GPA).

5.8 Research

All academic staff members of the faculty are engaged in research activities. Those who submitted proposals in 2017 submitted their research reports and submitted new proposals for 2017 and are continuing the research. The annual research symposium was conducted on the 30th November 2017 as those who completed research activity in 2016 were given the opportunity to present their papers, after obtaining their abstracts reviewed by an external panel.

5.9 Faculty Board Meetings

Meetings of the Faculty Board were conducted each month. A total of 11 meetings were held during 2017.

5.10 Details of Student Representative

Miss. H.A.A.S. Hettiarachchi (Building Services Technology – B1) and Mr. W.D.N. Pushpakumara (Mechatronics Technology – B2) served as Student Representatives of the Faculty Board till July 2016. Thereafter, they were replaced by Mr. S.A.S.M. Jayasinghe (Building Services Technology – B2) and Mr. K.B.N. Sampath (Mechatronics Technology – B1).

5.11 Staff Recruitments

1.	Dr. R.L.W. Koggalage	Senior Lecturer – Gr. I
2.	Dr. A.S.K. Warahena	Senior Lecturer – Gr. I
3.	Dr. M.A.J. Wansapala	Senior Lecturer – Gr. I (One year contract)
4.	Dr. M.P.K.C. Nandapala	Lecturer
5.	Eng. P.K.P. Pushpakumara	Lecturer
6.	Mr. S. Thushyanthan	Lecturer (Probationary)

5.12 Staff Development Programmes

UNIVOTEC is implementing the human resource development policy developed by the ministry under the sector skills development programme. The following staff members were given opportunities to develop their capacity by undergoing various short term training programmes conducted locally as well as overseas.

Local

Academic staff members who participated in training programmes and workshops are given in table 6.

Table 6: Academic staff members who participated in training programmes (Local)

Name of Trainee	Designation	Institution/Trainer	Name of Training	Duration
Eng. Ms. W C C Sumathirathna	Senior Lecturer	Construction Industry Development Authority	Global Standards & Rating Systems for Sustainable Buildings in Sri Lanka	1 days
Eng. Ms. J K Kanthi	Senior Lecturer	Construction Industry Development Authority	Global Standards & Rating Systems for Sustainable Buildings in Sri Lanka	1 day
		Green Building Council of Sri Lanka	Energy Management	9 days
		Energy Policy for Regional Cooperation & Development	Federation of Engineering Institutions of South and Central Asia	1 day
Eng. S P A R S Jayathilaka	Senior Lecturer	Ministry	Staff Capacity Building in Procurement	1 day
Eng. S P A R S Jayathilaka	Senior Lecturer	Ministry	Capacity Development in Technical Staff of the TVET Institutions	3 day
Dr. K Nandapala	Lecturer	University of Kelaniya	Staff Development Programme	06 Months (Every Friday)
Name of Trainee	Designation	Institution/Trainer	Name of Training	Duration
Eng. P K P Pushpakumara	Lecturer	University of Kelaniya	Staff Development Programme	06 Months (Every Friday)
Eng. T D Denagama	Lecturer (Probationary)	Green Building Council of Sri Lanka	Associate Professional Training (APT) Course	5 days
Eng. D T Ganegoda	Lecturer (Probationary)	Green Building Council of Sri Lanka	Associate Professional Training (APT) Course	5 days
Mr. M W P Maduranga	Lecturer (Probationary)	IESL Toastmasters Club	IESL Speech craft Programme	1 day
Mr. U A S K Edirisinghe	Lecturer (Probationary)	Ministry	Seminar on Vocational Education For Sri Lanka	1 day

Overseas

Academic staff members who participated in overseas training programmes and workshops are given in table 9.

Table 9: Academic staff members who participated in training programmes (overseas)

Name of Trainee	Designation	Institution / Trainer	Name of Training	Duration
Dr. D.D.D. Suraweera	Senior Lecturer II / Dean (FIVT)	Singapore	Leadership Training Programme	13 day
Mr. R.R.M.D.P. Ratnayake	Lecturer (Probationary)	China	2017 Radio and Television Seminar on HD Technology and Management for Neighboring Countries	1 Month
Ms. W K Moramudali	Lecturer (Probationary)	Canada	Lecture Training Programme	44 days
Mr. C J Abewickrama	Lecturer (Probationary)	Malaysia	TVET Sector Staff members in the field of Curriculum Development	21 days
Mr. U A S K Edirisinghe	Lecturer (Probationary)			
Mrs. D V D Sajeewani	Teaching Assistant			
Dr. A S K Warahena	Senior Lecturer Grade I	Thailand	OVEC-KRIVET-UNESCO-UNEVOC Capacity Building	5 days

5.13 General Convocation- 2017: Faculty of Industrial and Vocational Technology

Convocation of the University was held on 21st December 2017 at the BMICH. Fifty four (54) students of the Faculty of Industrial and Vocational Technology who followed B. Tech. degrees in Building Services Technology, Mechatronics Technology, Manufacturing Technology and Food Process Technology graduated at the ceremony.

Title of the Degree Course	No. of Students
B. Tech. Building Services Technology	22
B. Tech. Manufacturing Technology	09
B. Tech. Mechatronics Technology	18
B. Tech. Food Process Technology	05
Batch Total	54

5.14 Scholarships for Postgraduate Studies

The following Academic Staff members were offered scholarships to study for their Ph.D under the Sectors Skills Development Programme of the Ministry. Details are given bellow.

1. Mr. Jayalal Wettasinghe - Asian Institute of Technology – Thailand
2. Mr. S.D.A. Sanjeewa - Asian Institute of Technology – Thailand

3. Mrs. Malkanthi Thenabadu – Faculty of Graduate Studies, University of Colombo

5.15 Accreditation

Accreditation under Sydney accord was obtained from Institution of Engineers Sri Lanka for the following three degrees.

- B. Tech. in Manufacturing Technology
- B. Tech. in Mechatronics Technology
- B. Tech. in Building Services Technology

5.16 Targets of 2017

600 Students are expected to be enrolled in the 2018 / 2019 Academic Year.

6. Faculty of Training Technology (FTT)

Faculty of Training Technology of the University of Vocational Technology has been established to conduct academic programmes in the specialization areas of education, teaching and training technology.

The Faculty provides a variety of programmes leading to B.Tech and B.Ed degrees in ICT, Education, ELT and Management for TVET trainers and those who are in other government and private sector training institutes and those interested in pursuing higher education. The programs are offered with the intention of opening pathways for middle level technicians and trainers in order to develop their knowledge, skills and attitudes to a higher level so that they will be able to perform better at work places and pursue their higher studies.

These degree programmes are specially designed for those who have passed out from COTs, teachers in schools and TVET sector and others holding the required diploma level qualifications to upgrade their competencies up to a degree level.

A foundation program has been designed for bridging the core knowledge, skills and attitudes in basic modules such as Mathematics, English and Basic Information technology and is conducted for a period of one month at the commencement of each program every year.

Students enrolled from GCE A/L Stream

A/L Technology Streams for Degree Programmes are as follows.

#	Degree programme	GCE (A/L) streams in order of preference
1	B.Ed in Technology (B.Ed.Tech.)	Commerce, Physical Science, Agriculture, Technology
2	B.Tech in Software Technology B.Tech in Multimedia & Web Technology B.Tech in Network Technology	G.C.E (A/L) - Physical Science and Bio Science stream with Physics as a subject or ICT as a subject or any other stream with ICT as a subject
3	B.Tech in Industrial Management Technology	1. Commerce 2. Technology 3. Physical sciences

Based on the performance of the aptitude test, the students were admitted to the respective degree programmes for the academic year 2017/2018. Details are given below.

Students admitted under G.C.E.A/L and NVQ Stream in 2017/2018 academic year are given below.

Year of Registration - 2017										
Title of the Degree Programme	Weekdays							Weekends		
	No. of Students							No. of Students		
	NVQ Stream			GCE A/L Stream			Total (A/L+NVQ)	NVQ Stream		
	Male	Female	Total	Male	Female	Total		Male	Female	Total
B.Tech in Network Technology	13	05	18	13	02	15	33	39	02	41
B.Tech in Multimedia & web Technology	05	08	13	13	11	24	37	12	24	36
B.Tech in Software Technology	11	09	20	13	06	19	39	34	06	40
Bachelor of Education in Technology	--	--	--	15	30	45	45	08	08	16
Bachelor of Education in English Language Teaching	--	--	--	--	--	--	--	05	25	30
B.Tech in Industrial Management	01	-	01	25	16	41	42	13	07	20
Batch Total (Weekdays)							196	(Weekends)		183
Year Total										379

6.1 Foundation Programme

The inauguration ceremony and the orientation programme were conducted on 06th April 2017.

Title of the Degree Programme	Year of Registration									
	2013		2014		2015		2016		2017	
	Week days	Week ends	Week days	Week ends	Week days	Week ends	Week days	Week ends	Week days	Week ends
Network Technology	28	32	27	30	27	32	32	31	33	41
Multimedia & web Technology	24	23	27	32	36	31	26	34	37	36
Software Technology	24	19	28	26	25	30	32	27	39	40
Education in Technology	-	-	-	19	-	15	--	15	45	16
Education in English Language Teaching	-	37	-	37	-	38	--	38	--	30
Industrial Management	-	-	-	11	-	22	--	24	42	20
Batch Total	76	111	82	155	88	168	90	169	196	183
Year Total	187		237		256		259		379	

Foundation programme on essential basic subjects such as Mathematics, Information Technology and English conducted for selected students of the weekday programme commenced on 15th May 2017.

6.2 B. Tech. Degree (Weekday & Weekend) Programmes

The first semester of year 1 of the weekday degrees commenced on the 14th August 2017. After 16 weeks, Semester 1 end examination was held from 09th to 26th of January 2018. The industrial exposure module will be conducted from 05.02.2018 to 08.06.2018 and the second semester of year 1 will commence on 11th June 2018.

The first semester of year 1 for week day degrees commenced on 14th August 2017. After 16 weeks, Semester 1 end examination was held from 09th to 26th of January 2018. The industrial exposure module will be conducted from 05.02.2018 to 08.06.2018 and the second semester of year 1 will commence on 11th June 2018.

The first semester of year 1 for week end degrees commenced on 20th May 2017. After 22 weeks, Semester 1 end examination was held from 13th January to 03rd February 2018. The second semester of year 1 will commence on 05th May 2018.

A summary of student intake for all B. Tech. and B. Ed degree programmes is given in the following table.

6.3 Examinations Conducted for the Faculty in 2017

#	B. Tech. Degree Programme	Year of First Registration	Mode of conduct	Semester End Examination	From	To
1.	B.Tech in (ICT)	2016	Weekdays	Semester II	06.03.2017	31.03.2017
2.	B.Tech in (ICT)	2015	Weekdays	Semester IV		
3.	B.Tech in (ICT)	2014	Weekdays	Semester VI		
4.	B.Ed. in English Language Teaching	2014	Weekend	Semester V	13.05.2017	27.05.2017
5.	B.Ed. in Technology	2014	Weekend	Semester V		
6.	B.Tech in (ICT)	2016	Weekend	Semester II	09.07.2017	06.08.2017
7.	B.Ed. in Technology	2016	Weekend	Semester II		
8.	B.Tech in Industrial Management	2016	Weekend	Semester II		
9.	B.Ed. in English Language Teaching	2016	Weekend	Semester II		
10.	B.Tech in (ICT)	2015	Weekend	Semester IV		
11.	B.Ed. in English Language Teaching	2015	Weekend	Semester IV		
12.	B.Tech in Industrial Management	2015	Weekend	Semester III		
13.	B.Tech in (ICT)	2016	Weekdays	Semester III	18.09.2017	02.10.2017

6.4 Details of Academic Staff

The permanent academic staff members of the Faculty shown below were involved in delivering lectures, conducting practical sessions, preparing and evaluating assignments and written question papers and all other academic activities.

Academic Staff of the Faculty involved in Implementation of Degree and Diploma Programmes in – 2017

#	Name & Designation	Course	Module / Subject
01	Mr. L W S Kularatne Dean, Senior Lecturer Gr. II	B.Ed (ELT)	1. Poetry 2. Review of Learning English
02	Mr. S A Liyanage Director (Admission, Accreditation & Quality Assurance)/ Senior Lecturer Gr. II	B.Tech (MAN/MEC/ELT)	1. Communication Skills I 2. Communication Skills II 3. ELT Approaches and Methods 4. Critical Reading and Writing
03	Ms. Y G. Padma Shanthi Senior Lecturer Gr. II Head, Department of Education & Training	B. Ed. Tech B. Ed. (ELT)	1. Educational Psychology 2. Internship 3. Career Guidance and Counselling 4. Professional Development 5. Curriculum Development, 6. Teaching Learning Methods II
04	Mrs. T K. Malwatta Senior Lecturer Gr. II, Head, Department of ICT	B.Tech (ICT) B.Tech (BST/MAN/MEC)	1. Web Programming 2. Programming in C++ 3. Computer Programming
05	Mrs. B M T D Jayasekera Lecturer (Probationary) Head, Department of Management Studies	B.Tech (ICT) B.Tech in (BST/MAN/MEC) B.Tech (IM)	1. Research Methods 2. Business Statistics I
06	Ms. J A M B Karunaratne Lecturer (Probationary) Head, Language Studies	B.Ed. (ELT) B.Tech. (ICT)	1. Communication Skills – I 2. Communication Skills –2 3. Discourse Analysis 4. Fiction 5. Applied Linguistics
07	Mr. S A N Danushka Lecturer (Probationary)	B.Ed. Tech B.Ed.(ELT)	1. Advanced Instructional Media 2. Educational Management 3. Assessment of Learning 4. Philosophical & Social Foundation in Education 5. Curriculum Development 6. Research Methods in Education
08	Mr. P Uruthiran Lecturer (Probationary)	B.Tech (ICT) B.Ed. Tech	1. Database Analysis and Design 2. Programming in .NET 3. Advanced .Net 4. Database programming

09	Ms. S G. Nambuwasam Lecturer (Probationary)	B.Tech (ICT)	<ol style="list-style-type: none"> 1. Web Technology & Applications 2. Programming in Java 3. Internet Technologies 4. Data Structures and Algorithms 5. Web Interface Designing & Application Software
10	Mrs. Y S Manatunge Lecturer (Probationary)	B.Ed.(ELT) B. Ed. Tech.	<ol style="list-style-type: none"> 1. Instructional Media 2. Educational Psychology 3. Professional Development 4. Teaching Practice 5. Career Guidance and Counselling 6. Curriculum Development, Implementation & Evaluation
11	Mr. R M C Asoka Bandula Lecturer (Probationary)	B.Tech (ICT)	<ol style="list-style-type: none"> 1. Computer Architecture & Operating System 2. Digital Electronics 3. Internetwork Routing 4. Enterprise Technology & Architectures
12	Mrs. T R Vidanapathirane Lecturer (Probationary)	B.Tech (ICT) B.Tech (IMT) B.Tech (BST/MAN/MEC)	<ol style="list-style-type: none"> 1. Entrepreneurship Development and Management 2. Marketing Management 3. Organizational Behavior
13	Mrs. K G N P Rajapaksha Lecturer (Probationary)	On Study Leave	
14	Ms. U Sivachelvy Lecturer (Probationary)	B.Tech (IM) B.Tech (Mec/Man/BST)	<ol style="list-style-type: none"> 1. Introduction to Accounting 2. Costing & Cost Benefits Analysis 3. Industrial Economics & Management
15	Ms. N L B Oshadie Lecturer (Probationary)	B.Tech. (ICT) B.Tech (Man) B.Tech (IM)	<ol style="list-style-type: none"> 1. Project Management Practices 2. Management Theory and Practice 3. Strategic Management
16	Ms. Dilini Ranasuriya Lecturer (Probationary)	B.Tech. (ICT) B.Ed.(ELT)	<ol style="list-style-type: none"> 1. Mass Communication 2. Communication Skills 3. Drama 4. Introduction to Literature 5. Advanced Communication Skills
17	Eng. H P A I Pathirana Lecturer (Probationary)	On Study Leave	
18	Mr. A S K Wijayawardena Lecturer (Probationary)	B.Tech.(ICT)	<ol style="list-style-type: none"> 1. Database Implementation 2. Software Testing & Reliability 3. Enterprise Java

19	Ms. N W K D V P Opatha Lecturer (Probationary)	B.Tech.(ICT)	1. Database Management Systems 2. Software Quality Assurance 3. Professional Issues in IT 4. Software Development Practices
20	Ms. A A Gunawardhana Lecturer (Probationary)	B.Tech (ICT) B.Ed.(ELT)	1. Communication Skills 2. South Asian English 3. Introduction to Linguistics
21	Mr. P H S S Wijayarathna Senior Engineering Teaching Assistant / Head, CEC	B.Tech (ICT)	1. Data Communication & Networks

6.5 Visiting Staff of the Faculty – 2017

#	B. Tech. Degree Course	Year of Registration	Mode of conduct	Semester	No. of Visiting Lecturers
1	Multimedia & Web	2017	Weekdays	1	06
	Software Technology				
	Network Technology				
	Industrial Management Technology				
2	Multimedia & Web	2017	Weekend	1	08
	Software Technology				
	Network Technology				
	Industrial Management Technology				
3	Multimedia & Web	2016	Weekdays	3	07
	Software Technology				
	Network Technology				
4	Multimedia & Web	2016	Weekdays	4	12
	Software Technology				
	Network Technology				
5	Multimedia & Web Technology	2016	Weekend	2	12
	Software Technology				
	Network Technology				
	Industrial Management Technology				
6	Multimedia & Web Technology	2016	Weekend	3	10
	Software Technology				
	Network Technology				
	Industrial Management Technology				
7	Multimedia & Web Technology	2015	Weekend	4	21
	Software Technology				
	Network Technology				
	Industrial Management Technology				
	B.Ed. ELT				
	B.Ed. ELT	Weekend	5	01	

8	Multimedia & Web Technology	2015	Weekdays	6	08
	Software Technology				
	Network Technology				
9	Multimedia & Web Technology	2014	Weekend	6	18
	Software Technology				
	Network Technology				
	Industrial Management Technology				
	B.Ed. ELT				

6.6 Exemptions Granted for B. Tech students

The policy of granting exemption was developed. Students were considered to be eligible for exemptions only if they had NVQ 6 diploma or equivalent or higher qualification. Exemptions were granted for modules provided that a student has successfully completed the equivalent subject at diploma level. Students were required to produce the original transcript of the Diploma as evidence.

Students who sought exemptions had to apply under two categories. Students in Category 01 were granted exemption from attending lectures and practical classes and all assessments including semester end examination. However his/her performance in the particular module was considered to be equivalent to simple pass for the purpose of calculating GPA. Students of category 02 were granted exemptions from attending lectures and practical classes, but they were required to complete the continuous assessments and sit the semester end examinations. Consequently, performance levels that the students achieved at those evaluations were counted for their GPA calculation.

The list of the number of students who were granted exemptions under the above two categories is shown below.

No. of Students received exemption from Semester – I

#	B. Tech. (Weekend) Course - 2017	No. of Students received exemption	
		Category 01	Category 02
1.	Industrial Management	04	00

6.7 Industrial Training

Industrial training is an important component of Bachelor of Technology programmes, which lasts for six months. After restructuring the curriculum, this module is offered in semester 5. Students are placed in the industry in collaboration with the National Apprentice & Industrial Training Authority under its undergraduate training placement scheme.

6.8 Industrial Liaison Committees

Industrial liaison committees have been established for each degree programme to assist and advice on conducting the programmes so that it would enhance the quality of delivery and final product. The committees have met and the feedback received would be used for improving the quality of the degree programmes.

6.9 Curriculum Revision of the Degree Programmes

The first circle of curriculum revision of all the degree programmes offered by the Faculty commenced in the year 2016 and was completed by the end of year 2017. The revised curricula of all the degree programmes offered by the Faculty would be implemented from 2018.

6.10 Research

All academic staff members including the newly recruited members of the Faculty have been conducting research activities. Those who submitted proposals in 2016 and 2017 have submitted the drafts of the reports. Further, most of the Faculty staff have supervised research studies undertaken by the students of the Faculty.

6.11 Research Symposium

The second research symposium of the University was held on 30th November 2017 at the University Auditorium.

The details of the research papers presented at the symposium from the Faculty are as follows.

#	Name	Proposal Name
01.	Dr. A M Jazeel	A study on Attitudes of Graduate Teachers Towards Computer Assisted Instruction in Eastern Province of Sri Lanka
02.	Ms. B M T D Jayasekara	A Study on Constraints in Developing Entrepreneurship in ICT Undergraduates at the University of Vocational Technology
03.	Ms. N L B Oshadie	Exploration of Importance of Communication Skills on Success of a Product in the Perspective of Project Managers
04.	Mr. P. Uruthiran	Human Computer Interaction and M-Learning; an Overview of Enabling Technologies in Student Centered Environment
05.	Ms. Padma Shanthi Y Gamage	A Study on Female Students' Participation under the National Vocational Framework in Sri Lanka
06.	Mr. S A Liyanage	Undergraduates' Attitudes Towards Studying Quantitative Research Methods and Statistics: A Sri Lankan Experience
07.	Mr. S A N Danushka	Instructional Strategies of Blended Courses for Self-Paced Learning - An Approach Towards Creativity and Innovation as Educational Outcomes
08.	Ms. S G Nambuwasam	Effectiveness of Using Captions in an ICT Skill Enhancement Video
09.	Ms. T R Vidanapathirane	Problems Encountered by Women Entrepreneurs in Ratmalana Divisional Secretariat
10.	Ms. U Sivachelvy	Academic Staff Motivation and Job Satisfaction in Technical Colleges in Western Province

6.12 Faculty Board Meetings

Meetings of the Faculty board were conducted each month so that 12 meetings were held during 2017. Mr. A H G J H Chameera (Software Technology) and Mr. S A Samoon (Industrial Management) had been nominated by the Students' Assembly as Student Representatives to the Faculty Board.

6.13 Staff Recruitments

Following staff members were recruited to the Faculty in 2017.

#	Name	Designation
1.	Dr. A M Jazeel	Senior Lecturer Grade II in Education
2.	Ms. M C N Perera	Lecturer (Probationary) in English
3.	Mr. W G Ananda	Consultant in English
4.	Ms. K M P B N Perera	Demonstrator
5.	Ms. M M A Hamna	Demonstrator
6.	Ms. Emma Kerr	WUSC volunteer (attached to Dept. of Language Studies)

6.14 Staff Development Programmes

Academic staff members who participated in training programmes

Postgraduate Studies

- Mr. L W S Kularatne - Ph.D Candidate at Open University, Malaysia - Completed course work of four semesters and presently in the process of writing the Research Proposal.
- Mr. S A Liyanage - Ph.D Candidate at Open University, Malaysia - Completed course work of four semesters and presently in the process of writing the Research Proposal.
- Eng. H P A I Pathirana - Completed Master of Information Technology Degree at Flinders University, Australia
- Ms. K G N P Rajapaksha - Registered as a Ph.D candidate at Asian Institute of Technology, Thailand
- Ms. B M T D Jayasekara - Commenced MPhil/Ph.D at University of Colombo.
- Ms. T R Vidanapathirane - Commenced Ph.D through MPhil at University of Kelaniya.
- Ms. N L B Oshadie - Commenced MPhil/Ph.D at University of Kelaniya.
- Mr. S A N Danushka - Commenced MPhil/Ph.D at University of Colombo.
- Mr. R M C A B Ratnayake - Commenced MPhil at University of Sri Jayawardenapura.
- Mr. A S K Wijayawardena - Commenced MPhil/Ph.D at University of Colombo.
- Ms. A A Gunawardana - Commenced MPhil Degree at University of Kelaniya.

Overseas - Short term Training

The following officers participated in short-term foreign training programmes.

Name of the Officer	Name of the Seminar	Duration	Country
Ms. Y S Manathunge	Overseas Specialized Training Programme in the Field of Curricula Development Using DACUM Process	26.11.2017	- Malaysia
Ms. T R Vidanapathirane		16.12.2017	

6.15 General Convocation- 2017: Faculty of Training Technology

115 students of the Faculty of Training Technology who followed B.Ed Tech, B.Ed ELT and B.Tech. degrees in Education Technology, Multimedia & Web Technology, Network Technology, and Software Technology graduated on that day. Details are given below.

Title of the Degree Course	No. of Graduands
Bachelor of Education in Technology	01
Bachelor of Technology in Multimedia & Web Technology	26
Bachelor of Technology in Network Technology	29
Bachelor of Technology in Software Technology	31
Bachelor of Technology in English Language Teaching	28
Batch Total	115

6.16 Targets for 2018

All the degree programmes that have been offered by the Faculty in the year 2017 will be offered with more emphasis on quality assurance and maintenance of provision of maximum benefits to the students.

A postgraduate programme in Education Management has been planned to be designed and delivered in the year 2018. The online mode of delivery of all Academic programmes is to be enhanced.

7. Continuing Education Centre

Continuing Education Centre (CEC) has been coordinating and conducting Diploma, Certificate, short courses, continuous professional development programmes and other extension programmes, since the inception of the University. It is the University arm which continues the activities of preceding institute,

National Institute of Technical Education of Sri Lanka, as empowered by the Act of Parliament.

Among the short term professional development programmes, Training of Trainers (ToT) and Training of Assessors (ToA) programmes are conducted based on the demand and essentiality in the field. These are designed for professional development of the personnel of the industry and teaching fields of the TVET sector. Although these programmes are short in duration, these are more practically oriented providing opportunities for experiencing the real environment of work.

Diploma Programme

SSDD Project 2017

Diploma	Commencement	No of Students Registered	M	F	M	F	Complete/Progress
National Diploma in Quantity Surveying 2014-2016 (02 Year & 03 Months)	03-05-2014	50	37	13	37	13	Final January 2017

National Diploma in Technical Teacher Education 2017/2018

No of students Registered in year 2017 -143 Year end sits 123 for 1st semester exam.

	Certificate	Duration	No of Participants
1	ToA 85	24/04/2017-28/04/2017	25
2	ToA 86	29/05/2017-02/06/2017	32
3	ToA 87	10/07/2017-14/07/2017	30
4	ToA 88	24/07/2017-28/07/2017	20
5	ToA 89	14/08/2017-18/08/2017	39
6	ToA 90	21/08/2017-25/08/2017	37
7	ToA 91	18/09/2017-22/09/2017	33
8	ToA 92	09/10/2017-13/10/2017	19
9	ToA 93	25,26,27/10/2017-24/25/11/2017	24
10	ToA 94	17,18,19 /11/2017and 24,25 November	19
11	ToA 95	04/12/2017-08/12/2017	26
		Total	304

Short Term Programme

7.1 Training of Assessors Programmes (TOA) Annual Target - 250

7.2 Quality Leaders in TVET sector Target 360

#	Programme	Duration	Number of participants
1	Quality Leaders in TVET sector	04/05/2017-05/05/2017	23
2	Quality Leaders in TVET sector	25/05/2017-26/05/2017	07
3	Quality Leaders in TVET sector	06/07/2017-07/07/2017	26
4	Quality Leaders in TVET sector	27/07/2017-28/07/2017	25
5	Quality Leaders in TVET sector	30/08/2017-31/08/2017	24
6	Quality Leaders in TVET sector	28/09/2017-29/09/2017	20
7	Quality Leaders in TVET sector	26/10/2017-27/10/2017	19
8	Quality Leaders in TVET sector	23/11/2017-24/11/2017	22
9	Quality Leaders in TVET sector	14/12/2017-15/12/2017	30
		Total	196

7.3 Industrial Training Management (ITM) Annual Target - 120

	Certificate	Duration	No of Participants
1	ITM	22/05/2017-26/05/2017	21
2	ITM	12/06/2017-16/06/2017	30
3	ITM	21/08/2017-25/08/2017	24
4	ITM	23/10/2017-27/10/2017	17
5	ITM	06/11/2017-10/11/2017	15
			107
		Total	78

7.4 Training Centre Management (TCM) Annual Target – 120

	Certificate	Duration	No of Participants
1	TCM	06/03/2017-10/03/2017	14
2	TCM	10/07/2017-14/07/2017	22
3	TCM	14/08/2017-18/08/2017	23
5	TCM	09/10/2017-13/10/2017	11
			70

7.5 Training programme of International Labor Organization (ILO)

	Certificate	Duration	No of Participants
1	ILO I	15/02/2017-20/02/2017	18
2	ILO II	27/04/2017-02/05/2017	20

3	ILO III	21/06/2017-23/06/2017	19
4	ILO 1V	29/07/2017-31/07/2017	21
5	ILO V	09/08/2017-14/08/2017	12
6	ILO VI	26/08/2017-28/08/2017	24
7	ILO VII	15/09/2017-17/09/2017	11
		Total	125

1. Training of Trainer programme with Creative Academy
No of Participants 20
2. Training of Trainer programme with Salon Ranmali pvt Limited

No of Participants 20

8. Admission, Accreditation and Quality Assurance Division

8.1 Introduction

The AAQA Division was established in September 2014. During its first year, it was focusing on developing and revising the existing necessary documents such as By-laws, Regulations, Rules and Procedure, and during its 2nd year, it gradually focused on increasing the number of students for university intakes, accreditation processes and initiating quality assurance measures.

8.2 Concise Quality Assurance Framework

University of Vocational Technology has a quality assurance framework. The features and functions of the framework are to assure the quality of the university in the following areas:

1. The generally accepted standards of legal requirements for a degree awarding institute.
2. The standards of physical resources
3. The standards of degree programmes
4. The competence and qualifications of teachers of the University
5. Research activities
6. Modes of delivery of educational programmes
7. Assessment procedures
8. Student welfare

The UNIVOTEC was established by the parliamentary Act No. 30 of 2008, as a fully-fledged university, which covers all legal requirements to function as a degree awarding institute in Sri Lanka, *as it has been introduced in its official website*

Established in 2008, under the University of Vocational Technology Act Number 31 of 2008, the University of Vocational Technology has the same legal and academic status as any other national university in Sri Lanka. According to Section 6 and 7 of the Public Administration Circular No. 16/92,

dated 13.03.92, issued by the Ministry of Public Administration, Provincial Councils & Home Affairs, the degrees awarded by University of Vocational technology are treated as equivalent to degrees awarded by any other University under the purview of the University Grants Commission, and the universities listed in Association of Commonwealth Universities, and / or in the International handbook of Universities.

The necessary infrastructure which includes, an administrative block, lecture halls, library, laboratories, auditorium, cafeteria and hostels, have been established and is being developed according to the requirements with the enhancement of the UNIVOTEC.

The standards of the degree programmes, the prime aim of the UNIVOTEC, are assured by the total functions of the Quality Assurance Framework which is described in detail in this document.

The aforementioned Act stipulates officers of the UNIVOTEC, their responsibilities, and the administrative bodies, which are parallel to such bodies of other universities in Sri Lanka, to ensure the conduct of programmes of study within generally accepted norms and standards.

The Officers of the University are;

1. Vice Chancellor
2. Deans
3. Director General
4. Director Finance
5. Director Media and Information
6. Director Admission, Accreditation, and Quality Assurance

The administrative bodies are;

The Board of Governors

2. The Academic Council
3. The Admission, Accreditation, and Quality Assurance Council -
4. Faculty Boards (The composition of the above bodies has been explicitly mentioned in the said Act.)

The functions of these bodies are described concisely to explain how required quality is assured. Study Programmes are conducted under two faculties namely, Faculty of Training Technology, and the Faculty of Industrial and Vocational Technology. All matters pertaining to study of programmes, which include the modules, mode of delivery, examinations, assessment, etc., are discussed and monitored at the faculty boards.

The recommendations and decisions that are taken at the Faculty Boards are forwarded to the Academic Council for its approval. The Academic Council may seek approval of the Board of Governors for the matters based on the situation and the magnitude of them. The Academic Council is tantamount to the Senate of conventional universities in Sri Lanka as far as the composition and functions are concerned.

The Admission Accreditation and Quality Assurance Council is referred to when decisions are to be taken about admission procedures, accreditation of programmes of study, schemes of recruitments,

academic and administrative matters pertaining to University Colleges, and general quality assurance processes of the University.

The University has an Examinations and Evaluation Centre, which is responsible for conducting and monitoring examinations, marking answer scripts, recording the results and issuing certificates. The procedures are similar to those of other universities in Sri Lanka.

The University also has a Quality Assurance Committee (QAC) which meets monthly to take initiatives to ensure that programmes of study are conducted within the expected norms and standards, and to enhance related facilities and student welfare. A monthly progress report is put forward to the Academic Council by the QAC.

All functions of the officers, and bodies mentioned above are governed by a set of by-laws, regulations, rules, procedures, and policies that have been developed and approved by the University.

Such documents include:

By -Laws

- By law for the award of degrees, post graduate diplomas and higher degrees by the University of Vocational Technology.
- By law for conducting of examinations, offences, punishments and appeals procedure
- By-law for the University students' assembly at the University of Vocational Technology
- By-law for residence and student discipline at the University of Vocational Technology
- By law for the award of certificates of competence, elementary certificates, certificates, advanced certificates, diplomas and advanced diplomas by the University of Vocational Technology
- By-laws on the procedure of convocation of the University of Vocational Technology

Regulations

- Regulations for the award of the degree of Bachelor of Education in Technology by the University of Vocational Technology
- Regulations for the award of the degree of Bachelor of Technology by the University of Vocational Technology
- Regulation for the award of certificates of competence, elementary certificates, certificates, advanced certificates, diplomas and advanced diplomas by the University of Vocational Technology

Rules

- Rules for the award of the degree of Bachelor of Education in Technology by the University of Vocational Technology
- Rules for the award of the degree of Bachelor of Technology in Industrial & Vocational Technology by the University of Vocational Technology
- Rules for the election of Dean of a faculty at the University of Vocational Technology
- Rules for the conduct of proceedings of the University of Technology Appeals Board

- Rules for the award of certificates of competence, elementary certificates, certificates, advanced certificates, diplomas and advanced diplomas by the University of Vocational Technology

Procedures

- Procedure- Admission procedure, and registration
- Procedure- Exemptions
- Procedure – Answer scripts re-scrutinizing of results

Policies

- Refund Policy

8.3 Summary of Student Registration - 2017

As a measure of increasing the number of students especially for weekday programmes, a decision was taken to enroll students from General Certificate of Examination (Advanced Level) from the year 2017, and all necessary approvals from the Faculty Boards, Academic Council, Admission, Accreditation Council, and the Board of Governors were taken. The process commenced in the year 2016.

8.4 Accreditation

The following degree programmes received accreditation from the Institute of Engineers, Sri Lanka (IESL), under the Sydney Accord.

- Bachelor of Education in Mechatronics Technology
- Bachelor of Technology in Building Services Technology
- Bachelor of Technology in Manufacturing Technology

The only NVQ programmes that have been conducted by the University were accredited in the year 2016 by the Tertiary and Vocational Education Commission

- National Diploma in Technical Teacher Education (NVQ Level 5)
- National Diploma in Quantity Surveying (NVQ Level 6)

It is being discussed at the ministerial level that the University should get the UGC accreditation for its study programmes, and the AAQA Division made arrangements to educate the staff about the requirements that should be fulfilled for getting their programmes accredited from UGC.

8.5 Quality Assurance

AAQA Division of the University is actively participating in enhancing quality enhancement related programmes in the University as well as programmes conducted by the Ministry of Skills Development and the Tertiary and Vocational Education Commission. The Division initiated a two-day training programme for the staff of TVET institute titled “Developing Quality in Major Steps: The path ahead in TVET” and during the year 2016, 240 were trained and in 2017 another 170 TVET personnel were trained. Two TOT programmes were held in the University to train the staff on online learning as well, equipping lecturers to use a Learning Management System to enhance integrative, interactive and collaborative learning, which is the trend in contemporary global education. Measures were taken to train the staff of newly established University Colleges, and as a result, five University Colleges out of six

have installed Quality Management Systems (QMS), and their NVQ level five and six study programmes, except a very few were accredited in the year 2017.

More tangible results of the initiations taken during the first two years by this newly established division will hopefully appear in the 2018 annual report. The Division participated actively in processes, functions, and events such as publishing News Letters, Co-Curricular Activities, Research Symposium, Aesthetic Programmes, as such activities directly enhance the quality in an educational institute.

8.6 Providing leadership for Quality Enhancement in the TVET Sector

The University plays a leading role along with the Tertiary and Vocational Education Commission with the sponsorship of the Skills Sector Development Project in introducing the Quality Improvement System (QIS). The Director, Admission Administration and Quality Assurance of the University of

9. Administrative & Non Academic Staff

Department of General Administration facilitates the smooth operation of the University whilst managing the Human Resource of the University in the sense of Academic and Administration staff. The main administrative facilitation includes,

- Documenting of office management
- Information routing and tracking
- Routine operation of programs
- Daily administration of program activities, including Mail, document, and message handling
- Scheduling meetings, conferences and other events of the University.
- Travel arrangements
- Office supply control
- Routine inquiries and replies
- Documenting unit staff meeting proceedings
- Documentation of on-going and one-time planning, review, and evaluation of unit programs, projects, and services

New Recruitments

The Board of Governors approved following new appointments.

Recruitment of the Office Staff – 2017			
	Name of the Employee	Designation	
1	Ms.K.M.P.B. Perera	Demonstrator	4/9/2017
2	Ms.M.M.A.Hamna	Demonstrator	6/9/2017
3	Dr.A.S.K.Warahena	Senior Lecturer I	2/10/2017
4	Dr.R.L.W.Koggalage	Senior Lecturer I	2/10/2017
5	Dr.M.P.K.C.Nandapala	Lecturer	2/10/2017
6	Mr.P.K.P.Pushpakumara	Lecturer	2/10/2017
7	Ms.M.C.N.Perera	Lecturer(Probationary)	2/10/2017
8	Mr.W.G.Ananda	Consultant in English	1/11/2017
9	Dr.A.M.Jazeel	Senior Lecturer II	1/11/2017
10	Mr.S.Thushyanthan	Lecturer (Probationary)	6/11/2017
11	Dr. M.A.G. Wansapala	Senior Lecturer I	4/12/2017

The Board of Governors approved the following promotions for internal staff.

Internal Promotion -2017			
	Name of the Employee	Designation	Date
1	Mr. Chaminda Weerasinghe	Lab Assistant	9/4/2017
2	Mr.R.D.P.I.Priyadarshana	Assistant Administrator	9/4/2017
3	Ms. B. Alakurajh	Lecturer (Probationary)	10/2/2017

Board of Governors approved the following resignations/retirements;

Resignation/Retirement Of Staff - 2017				
	Name	Appointment Date	Resignation date	Reason
1	Ms. K M P B N Perera	Demonstrator	6/1/2017	Contract period was completed
2	Ms. G W A S Lakmini	Demonstrator	9/11/2017	Contract period was completed
3	Ms. M M A Hamna	Demonstrator	31/12/2017	Resigned
4	Ms. W A H S Wewala	Teaching Assistant	22/12/2017	Demise

9.1 Opportunities for staff Development

The University recognized that its staff is fundamental to its success. A strategic, professional approach to staff development helps the University to attract and retain high-caliber staff with the skills and competencies necessary to deliver its objectives.

It is the sole responsibility of the University Administration to provide staff with development opportunities to ensure that individuals and departments are able to contribute fully to the achievement of department and University objectives in the context of the strategic planning.

According to the human resource development policy of the University, it has focused to orient, train and develop personnel by improving skills, knowledge, capabilities and competencies required to perform well in their job. By offering programs designed to promote personal and professional career growth, they would enable the University to improve efficiency, productivity and profitability.

Accordingly, in the year 2016 the University paid significant attention on the staff development and invested a remarkable portion of money on capacity building programs to enhance the knowledge, soft and hard skills and attitudes of the University community. Therefore, University sponsored for local and foreign training opportunities for both Academic and Non Academic staff for their career development.

9.2 Short term Training for Academic members – Foreign and Local

In par with the Annual Human Resource Development Plan of the University, selected academic members were award the opportunities to undergo specified foreign and local training programs funded by the funds allocated to the capacity development fund of the University and funds of the Skill Sector Development Fund. The summary of the grants in Year 2016 is given in the following tables.

Foreign Training - 2017 (Short)

	Name of Training	Duration	Date	Institution/Trainer	Title	Trainee	Designation
1	Lecture Training Programme	44 days	01/01/2017 -13/2/2017	Canada	Ms	W K Moramudali	Lecturer (Probationary)
2	Managerial and Administrative Competency Development program	1 Week	11/2/2017 - 19/2/2017	Malaysia	Ms.	I N Peduruhewa	Assistant Registrar
3	Leadership Training Programme	13 days	12/2/2017 - 25/2/2017	Singapore	Dr.	D D D Suraweera	Senior Lecturer/Dean
4	2017 Radio and Television Seminar on HD Technology and Management for Neighboring Countries	1 Month	15/4/2017 - 16/5/2017	China	Mr.	R R M D P Ratnayake	Lecturer (Probationary)
5	Workshop on Mechatronics	5 days	23/4/2017 - 27/4/2017	Thailand	Mr.	S P A R S Jayathilaka	Senior Lecturer
6	Managerial Competency Development Program	1 Week	30/4/2017 - 6/5/2017	Malaysia	Ms.	N Diyabedanage	Derector Genaral
7	Competency Development Program for Technical Officers	1 Week	8/7/2017 - 16/7/2017	Malaysia	Ms.	Ms.N A Wattegedara	Technical Officer (Lab)
					Mr.	S R Colambarachchi	Technical Officer (Lab)
8	International Management Programme on Activating Career Transformation for Aspiring Women Leaders (IMPACT) Program	1 Week	9/10/2017 - 17/10/2017	Malaysia	Ms.	G W G Upamalika	Senior Assistant Librarian
9	Competency Development Program for Technical Officers	1 week	22/10/2017 - 8/10/2017	Malaysia	Ms.	W A Sunethra	Technical Officer (Lab)
					Mr	R C G Vidanapathirana	Technical Officer (IT)
10	TVET Sector Staff members in the field of Curriculum Development	3 weeks	26/11/2017-16/12/2017	Malaysia	Mr.	C J Abeywickrama	Lecturer (Probationary)
					Mr.	U A S K Edirisinghe	Lecturer (Probationary)
					Ms.	K D Y S Manathunga	Lecturer (Probationary)
					Ms.	T R Vidanapathiranage	Lecturer (Probationary)
					Ms.	D V D Sajeewani	Teaching Assistant
					Ms.	M S S Rizana	Associate Officer
Mr.	G D I Pushpakumara	Associate Officer					
11	OVEC-KRIVET-UNESCO-UNEVOC Capacity Building	5 days	26/11/2017 - 30/11/2017	Thailand	Dr.	A S K Warahena	Senior Lecturer Grade I

9.3 Opportunities for Professional Training

On par with the policies of the Human Resource Development plan of the University, opportunities were given for the respective officers to undergo selected professional programs to upgrade their standards and to acquire the required qualifications.

Professional Trainings

No	Name of Training	Duration	Date	Institution/Trainer	Trainee		Designation
					Title	Name	
1	Associate Professional Training (APT) Course	5 days	from 20/1/2017	GBCSL	Mr.	T D Denagama	Lecturer (Probationary)
					Mr.	D T Ganegoda	Lecturer (Probationary)
2	Energy Management	9 day	28,29,30/4/2017, 5,6,7,12,13,14/5/2017	GBCSL	Ms	J K Kanthi	Senior Lecturer
3	Introduction to SPSS for Statistical Analysis	4 days	7,14,21,28-05-2017	NCAS	Ms	Y S Manathunga	Lecturer (Probationary)
4	IESL Speech craft Programme		16/5/2017	IESL Toastmasters Club	Mr.	M W P Masuranga	Lecturer (Probationary)
5	Certificate Course in English Language	03 Months (Every Friday)	From 28/7/2017	SDFL	Ms.	R A N D Rupasinghe	Internal Auditor
					Mr.	R D Nishantha	Assistant Bursar
6	Staff Development Programme	06 Months (Every Friday)	From 10/11/2017	University of Kelaniya	Dr	K Nandapala	Lecturer
					Mr.	P K P Pushpakumara	Lecturer
					Ms	M C N Perera	Lecturer (Probationary)

9.4 Short term Training for Non Academic members

All non-academic staff members were granted opportunity to undergo respective short term training on skills, knowledge and attitude on selected subject areas related to their job scope. The summary is given in the following table.

Local Trainings for Academic staff (short)

No	Name of Training	Duration	Date	Institution/Trainer	Trainee		Designation
					Title	Name	
1	Global Standards & Rating Systems for Sustainable Buildings in Sri Lanka	1 day	2/3/2017	CIDA	Ms	J K Kanthi	Senior Lecturer
					Ms	W C C Sumathiratne	Senior Lecturer
2	Invitation to Asi@Connect Launch Ceremony in Sri Lanka	1 day	20/6/2017	LEARN	Ms	T K Malwatta	Senior Lecturer
3	Re:Preparation of Training Plan for ICT Sector Based on Skills Gap Analysis	1 day	9/8/2017	TVEC	Ms	T K Malwatta	Senior Lecturer
4	Seminar on Vocational Education For Sri Lanka		15/08/2017-03/09/2017	Ministry	Mr.	U A S K Edirisinghe	Lecturer (Probationary)
5	Staff Capacity Building in Procurement	1 day	28/8/2017	Ministry	Mr.	T K Malwatta	Senior Lecturer
					Mr.	S P A R S Jayathilaka	Senior Lecturer
6	Focal Person to Implement GESIF			Ministry	Ms	Y G Padama Shanthi	Senior Lecturer
7	Capacity Development in Technical Staff of the TVET Institutions	3 days	27,28,29/9/2017	Ministry	Ms	T K Malwatta	Senior Lecturer
					Mr.	S P A R S Jayathilaka	Senior Lecturer
8	workshop - TVET Sector Development Committee	1 day	21/10/2017	Ministry	Dr	D D D Suraweera	Senior Lecturer
					Mr.	L W S Kularathna	Senior Lecturer
					Mr.	S A Liyanage	Senior Lecturer
					Mr.	C J Abewickrama	Lecturer (Probationary)
9	Energy Policy for Regional Cooperation & Development	1 day	21/10/2017	FEISCA	Ms.	J K Kanthi	Senior Lecturer

10	Cyber Security Talk	Ms	28/11/2017	NHRDC	Ms	T K Malwatta	Senior Lecturer
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Local Trainings for Non Academic staff (short)

N o	Name of Training	Duration	Date	Institution/ Trainer	Trainee		Designation
					Title	Name	
1	Customer Care	1 day	10/1/2017	NHRDC	Ms	A D D Tharika	Management Assistant
					Ms	T A C H Nanadasiri	Management Assistant
2	Audit of Fixes Assets	1 day	19/1/2017	PRAG	Ms	R A N D Rupasinghe	Internal Auditor
					Ms	L K Muthukumarana	Management Assistant
3	Use of Excel for Office Work	1 day	31/1/2017	PRAG	Ms	K S K De Silva	Management Assistant
					Ms	AG D Dilrukshi	Management Assistant
4	Management of Common Problems Encountered in Local Construction Contracts	1 day	16/2/2017	CIDA	Mr	C K Wickramasinghe	Works Superintendent
5	Disciplinary Procedure	1 day	14/2/2017	PRAG	Ms	AG D Dilrukshi	Management Assistant
6	Be an Effective Supervisor	1 day	15/2/2017	Life Skill Academy	Ms	R A N D Rupasinghe	Internal Auditor
					Ms	W P G C Pramila	Assistant Registrar
					Mr	G W Banduwardena	Assistant Bursar
					Mr	R D Nishantha	Assistant Bursar
7	Recruitment Procedure	1 day	28/2/2017	PRAG	Ms	A S W Wickramasinghe	Management Assistant
8	Stores Management	5 days	31,24/03/2017 28,21,07-04-2017	CIDA	Mr	K G G I Pushpakumara	Management Assistant
9	Top HR Trends	1 day	4/5/2017	NHRDC	Ms	I N Peduruhewa	Assistant Registrar
10	Deployment of IPv6 in a Campus Network	2 days	22,23,5,2017	LEARN	Mr.	L A U P Pushpakumara	System Administrator
					Mr	R D P I Priyadarshana	System Administrator
11	Electrical Installations for Modern	1 day	30/5/2017	CIDA	Mr.	C K Wickramasinghe	Works Superintendent

	Buildings				Mr	R P Lasantha Perera	Management Assistant
					Mr	R S Jayaweera	Associate Officer
					Ms	W M T D Wanninayaka	Associate Officer
12	How to Increase Your Performance	1 day	6/6/2017	RH Training & Development	Ms	R A N D Rupasinghe	Internal Auditor
					Ms	W P G C Pramila	Assistant Registrar
					Mr	R D Nishantha	Assistant Bursar
					Mr	N L J C Lakmal	Associate Officer
13	Salary Translation	2 days	16,15-06/2017	SDFL	Ms	A S W Wickramasinghe	Management Assistant
					Ms	P L K Muthukumarana	Management Assistant
14	Enhancement of Accounting Skills of the Public Sector	1 day	22/06/2017	MAPEA	Ms	G A A K Dilrukshi	Assistant Bursar
					Mr	R D Nishantha	Assistant Bursar
15	The Art of Public Speaking	1 day	22/6/2017	SDFL	Ms	S A D A C Padmakumari	Programme Officer
					Mr	H M K R B Kiriella	Associate Officer
					Mr	A M C Gunaratne	Management Assistant
16	Vehicle Fleet Management	1 day	28/6/2017	SDFL	Mr	P A Chaminda	Management Assistant
17	Motivation Through Right Attitudes	1 day	29/6/2017	SDFL	Mr	K D Sampath	Associate Officer
					Mr	H M K R B Kiriella	Associate Officer
					Mr	R S Jayaweera	Associate Officer
					Ms	W M T D Wanninayaka	Associate Officer
18	Procurement Capacity Development Training Programme 2017	5 days	14,13,12,11, 10/7/2017	SSDD	Mr	G W Banduwardena	Assistant Bursar
					Mr	K D Sampath	Associate Officer
					Ms	N Diyabedanage	Director General
19	Accounting & Financial Management for the staff of Finance divisions of the TVET Institutions	3 days		SSDD	Mr	V C Adihetti	Management Assistant
					Mr	R S Jayaweera	Associate Officer
20	Public Procurement Procedures	2 days	29,28/07/2017	SDFL	Mr	G P L Priyajanaka	Associate Officer

21	Risk assessment, Audit Plan & Internal Controls	1 day	3/8/2017	PRAG	Ms	P L K Muthukumarana	Management Assistant
22	Seminar on Vocational Education For Sri Lanka		15/08/2017-03/09/2017	Ministry	Ms	G W G Upamalika	Senior Assistant Librarian
23	Dismantel procedure of Government property	1 day	24/08/2017	PRAG	Ms	I N Peduruhewa	Assistant Registrar
					Mr	R D Nishantha	Assistant Bursar
					Ms	R A N D Rupasinghe	Internal Auditor
24	Effective Letter Writing & Written Communication Techniques	2 days	28,21/8/2017	NIBM	Ms	J W Champika	Management Assistant
					Ms	A S W Wickramasinghe	Management Assistant
25	Motivation Personal Grooming & Value of Changing	1 day	24/8/2017	Headmasters	Ms	W K Nishanthi	Associate Officer
					Ms	G P Samanthi	Associate Officer
					Ms	K P A G De Silva	Associate Officer
					Ms	D W S Dharmapala	Management Assistant
					Ms	D G K Swarnalatha	Management Assistant
					Mr	S S Hewawasam	Management Assistant
					Ms	G G P Priyanthi	Management Assistant
					Mr	S N P K Chandimal	Management Assistant
					Ms	V V Ranathunga	Management Assistant
					Ms	D L A Kanthi	Management Assistant
					Ms	B L C Jeewani	Management Assistant
Ms	J L G W De Silva	Management Assistant					
26	Accounting for Effective Public Services	2 days	29,28/8/2017	SDFL	Ms	K M G G S Dias	Management Assistant
27	Staff Capacity Building in Procurement	1 day	28/8/2017	Ministry	Mr	C K Wickramasinghe	Works Superintendent
					Mr	G P L Priyajanaka	Associate Officer
28	Pre- Shoot & HIGH END Photo Manipulations	1 day	5/9/2017	Exceed Creations	Ms	D W S Dharmapala	Management Assistant
					Mr	A M C Gunaratne	Management Assistant

					Mr	R A S G Ranathunga	Video Cameraman
29	Film & Video Workshops with Clutch	3 days	9,8,7/9/2017	Sri Lanka Foundation- Digital Film Academy	Mr	G A Saputhanthri	Management Assistant (Lighting Technician)
					Mr	R A S G Ranathunga	Video Cameraman
30	Capacity Development in Technical Staff of the TVET Institutions	3 days	27,28.29/9/2017	Ministry	Mr	R D P I Priyadarshana	System Administrator
					Ms	G A A K Dilrukshi	Assistant Bursar
31	Special Subject Oriented Training	1 day	22 & 27/09/2017	All staff in Clerical & Allied Grades			
32	Financial Statements (Final Accounts)	1 day	12/10/2017	PRAG	Ms	A P Aluthge	Director (Finance)
					Ms	G A A K Dilrukshi	Assistant Bursar
33	workshop - TVET Sector Development Committee	1 day	21/10/2017	Ministry	Ms	N Diyabedanage	Director General
34	Cyber Security Talk	1 day	28/11/2017	NHRDC	Ms	N Diyabedanage	Director General

10.Revised Financial Statements

- Statement of Financial Position
- Statement of Financial Performance
- Cash Flow Statement
- Accounting Policies
- Notes to the Financial Statements

10.1 Statement of Financial Position

UNIVERSITY OF VOCATIONAL TECHNOLOGY					
STATEMENT OF FINANCIAL POSITION					
As at 31st December			2017	2016	
	Note		Rs.	Rs.	
ASSETS					
Current Assets					
Cash & Cash Equivalents	2		14,789,924	15,478,526	
Advances, Deposit Receivables	3		597,700	255,000	
Stocks			4,567,079	4,410,552	
Pre Payments	4		1,381,920	1,903,276	
Staff Loans & Advances	5		5,782,211	5,316,024	
Debtors and other Receivables	6		45,348,502	3,524,008	
			72,467,336	30,887,386	
Non - Current Assets					
Investments	7		32,108,741	22,579,037	
Property, Plant and Equipment	8		1,369,917,403	1,377,035,600	
Work in Progress	9		260,643,295	206,933,119	
Intangible Assets	10		3,025,001	4,825,366	
			1,665,694,440	1,611,373,122	
Total Assets			1,738,161,776	1,642,260,508	
LIABILITIES					
Current Liabilities					
Receipts in Advance			-	220,500	
Accounts Payable & Other Liabilities	11		64,413,916	18,591,272	
Short Term Deposits Refundable	12		1,601,975	2,275,578	
			66,015,891	21,087,350	
Non Current Liabilities					
Provision for Gratuity	13		35,083,888	29,043,106	
Long Term Deposits Refundable	14		27,039,078	20,230,000	
			62,122,966	49,273,106	
Total Liabilities			128,138,857	70,360,456	
Total Net Assets			1,610,022,919	1,571,900,052	
NET ASSETS /EQUITY					
Capital Grants	15		1,590,873,662	1,546,616,800	
Revaluation Surplus			30,931,260	31,804,597	
Accumulated Fund	16		(12,365,315)	(7,100,357)	
Other Funds	17		583,312	579,012	
Total Net Assets/Equity			1,610,022,919	1,571,900,052	
The accounting policies on pages 05 to 08 & notes on pages 09 to 21 form an integral part of these financial statements.					
Certification					
We certify that the above financial statements give a true & fair view of affairs as at 31.12.2017 and it's Surplus/(Deficit) for the year ended 31.12.2017					
.....				
Prof.G.L.D.Wickramasinghe			A.P.Aluthge		
Vice Chancellor			Director Finance		
The Board of Governors is responsible for the preparation & presentation of these Financial Statements. These Financial Statements were approved by the Board of Governors and signed on their behalf.					
.....				
Chandrarathne Vithanage			Dr.D.D.D.Suraweera		
Member			Member		
Colombo					
23 rd February 2018					

10.2 Statement of Financial Performance

UNIVERSITY OF VOCATIONAL TECHNOLOGY STATEMENT OF FINANCIAL PERFORMANCE					
For the Year Ended 31st December				2017	2016
				Rs.	Rs.
Operating Revenue		Note			
Recurrent Grant				227,055,000	180,172,500
Staff Development Grant				3,355,109	2,263,842
Skills Sector Development Grant		18		47,284,707	47,970,476
Revenue From Academic Activities		19		5,987,769	1,686,745
Less-Direct Expenditure on Academic Activities		20		2,967,709	1,190,995
Net Income from Academic Activities				3,020,060	495,750
Revenue from Degree Programmes		21		16,086,000	14,947,420
Other Income		22		7,400,699	6,632,136
Amortisation of Deferred Income		23		105,041,818	89,451,267
Total Operating Revenue				409,243,393	341,933,391
Operating Expenses					
Employee Costs		24		166,495,500	128,787,410
Travelling Expenses		25		480,592	112,958
Supplies & Requisites		26		7,170,003	6,638,114
Maintenance Expenses		27		7,186,428	6,011,988
Services		28		72,744,388	59,397,634
Depreciation & Amortisation on Property, Plant & Equipment		29		105,041,818	89,451,267
Skills Sector Development Expenses		30		47,284,707	47,970,476
Total Operating Expenses before Provisions & Loss on Fixed Assets Disposal/Loss on Fixed Assets Donation				406,403,436	338,369,847
Net Operating Surplus / (Deficit) before Provisions & Loss on Fixed Assets Disposal/Loss on Fixed Assets Donation				2,839,957	3,563,544
Gratuity Provision				6,040,782	2,910,609
Loss on Fixed Assets Disposal				-	438,226
Loss on Fixed Assets Donation				624,921	
Net Surplus / (Deficit) After Provisions & Loss on Fixed Assets Disposal/Loss on Fixed Assets Donation				(3,825,746)	214,709

The accounting policies on pages 05 to 08 & notes on pages 09 to 21 form an integral part of these financial statements.

10.3 Cash Flow Statement

UNIVERSITY OF VOCATIONAL TECHNOLOGY				
CASH FLOW STATEMENT				
For the Year Ended 31st December			2017	2016
			Rs.	Rs.
Cash flows from operating activities				
Deficit / Surplus from ordinary activities			(3,825,746)	214,709
Non - Cash Movements				
Amortisation of Deferred Income/Capital Grants			(105,041,818)	(89,451,267)
Depreciation & Amortisation			105,041,818	89,451,267
Profit/Loss on Disposal of Assets			-	438,226
Profit/Loss on Fixed Assets Donation			624,921	
Gratuity			6,040,782	2,910,609
Operating Profit Before Changes in W/C			2,839,957	3,563,544
(Increase)/Decrease in Stocks			(156,527)	(985,456)
(Increase)/Decrease in Staff Debtors			(466,187)	(98,724)
(Increase)/Decrease in Debtors and Receivables			(41,824,494)	(107,086)
(Increase)/Decrease in Pre-payments			521,355	(129,295)
(Increase)/Decrease in Advance			(69,465)	-
(Increase)/Decrease in Deposits Receivable			(273,235)	(100,000)
(Increase)/Decrease in Deposits made to Bank				-
(Increase)/Decrease in Received in Advance			(220,500)	220,500
Increase/(Decrease) in Deposits Refundable			(673,603)	513,725
Increase/(Decrease) in Recurrent Expenditure			-	-
Increase/(Decrease) in Accounts Payable			45,822,644	(101,733)
Gratuity Payment			-	(181,219)
Net cash flows from operating activities			5,499,945	2,594,256
Cash flows from investing activities				
Land			-	(598,939,105)
Buildings			(34,463,755)	(19,822,047)
Main Building			-	(47,670)
Motor Vehicles			-	-
Computers			(11,198,552)	(28,985,180)
Furniture and Fittings			(3,674,165)	(12,516,118)
Office Equipment			(4,704,278)	(1,567,500)
Teaching Equipment			(15,883,412)	(17,729,660)
Plant and Machinery			(14,140,887)	(26,885,226)
Books			(4,591,095)	(2,972,765)
Other Assets			(488,968)	(3,407,856)
Work in Progress			(53,710,176)	(396,750)
Intangible Assets-Computer Software			-	(3,368,770)
Investment			(9,529,704)	(6,333,298)
Library Deposits			3,414,078	2,590,000
Laboratory Deposits			3,395,000	2,590,000
Proceeds from Disposal Assets			-	347,617
Net cash flows from investing activities			(145,575,914)	(717,444,328)
Cash flows from financing Activities				
Capital Contributions - Treasury			85,984,891	115,786,158
Capital Grants			53,398,176	600,996,450
Other Funds			4,300	10,000
Net cash flow from financing activities			139,387,367	716,792,608
Net increase/(decrease) in cash and cash equivalents			(688,602)	1,942,536
Cash and cash equivalents at beginning of period			15,478,526	13,535,990
Cash and cash equivalents at end of the period			14,789,924	15,478,526

The accounting policies on pages 05 to 08 & notes on pages 09 to 21 form an integral part of these financial statements.

10.4 Statement of Changes in Net Assets

UNIVERSITY OF VOCATIONAL TECHNOLOGY
STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 31ST DECEMBER 2017

	Accumulated Fund Rs	Revaluation Surplus Rs	Other FUNDS RS	Capital Grants											Total Net Assets Rs	
				TEDP RS	Treasury RS	GOPA RS	Ministry of YASD RS	DTET RS	NORAD RS	SDP RS	WUSC RS	MOF RS	SDD RS	GIZ RS		Deferred income RS
Balance as at 01.01.2016	(11,490,975)	32,834,938	569,012	133,317,516	5,350,000	9,300	181,529,594	132,612,937	155,792	8,816,271	315,938	6,876	69,414,686		373,231,854	926,673,736
Adjustments	4,175,909	(1,030,341)	10,000	-	9,633,333		579,167								2,250,875	15,618,943
Amortisation				(28,157,790)	(2,274,166)	(1,860)	(12,439,336)	(11,226,059)	(86,125)	(2,421,483)	(315,938)	-	(1,721,983)		(28,745,208)	(87,389,944)
Additions								595,500,000					5,496,450			600,996,450
Contributions for the year															115,786,158	115,786,158
Surplus /(Deficit) for the period	214,709															214,709
Balance as at 31.12. 2016	(7,100,357)	31,804,597	579,012	105,159,726	12,709,167	7,440	169,669,425	716,886,878	69,667	6,394,789	-	6,876	73,189,153		462,523,679	1,571,900,052
Balance as at 01.01. 2017	(7,100,357)	31,804,597	579,012	105,159,726	12,709,167	7,440	169,669,425	716,886,878	69,667	6,394,789	-	6,876	73,189,153		462,523,679	1,571,900,052
Adjustments	211,900	(873,337)	-	4,671,307	-		26,606		(1,485)		421,250				3,146,824	7,603,066
Amortisation	(1,651,112)			(28,415,085)	(2,274,167)	(1,860)	(12,332,685)	(11,129,920)	(68,182)	(2,325,220)	(210,625)		(1,549,240)	(2,984)	(45,080,740)	(105,041,820)
Additions			4,300										53,332,176	66,000		53,402,476
Contributions for the year															85,984,891	85,984,891
Surplus /(Deficit) for the period	(3,825,746)															(3,825,746)
Balance as at 31.12. 2017	(12,365,315)	30,931,260	583,312	81,415,948	10,435,000	5,580	157,363,346	705,756,958	-	4,069,569	210,625	6,876	124,972,089	63,016	506,574,654	1,610,022,919

The accounting policies on pages 05 to 08 & notes on pages 09 to 21 form an integral part of these financial statements.

10.5 Notes to the Financial Statements

10.5.1 Significant Accounting Policies

10.5.2 General Policies

10.5.3 Reporting Entity

University of Vocational Technology (hereafter referred to as the “University”) was incorporated by Act of parliament No.31 of 2008, and is situated at No.100, Kandawala, Rathmalana.

10.5.4 Principal Activities

- a. Conducting undergraduate programmes
- b. Development of postgraduate programmes
- c. Conducting researches relating to TVET Education
- d. Developing curricula for TVET institutions
- e. Developing degree curricula
- f. Developing learning materials
- g. Conducting short term training programs, seminars and workshops for professional development

10.5.5 Basis of Preparation

a. Statement of Compliance

The Financial Statements have been prepared in conformity with Sri Lanka Public Sector Accounting Standards . The accounting policies are consistent with those used in the previous period, except where it is disclosed.

The Financial Statements have been prepared on Going Concern basis since there is no intention of dissolving the institution in future period (2018).

b. Basis of Measurement

Financial statements have been prepared on historical costs basis and no adjustments are made for changes in values, except where it is stated.

c. Functional & Presentation Currency

Financial Statements are presented in Sri Lankan Rupees, which is the functional & presentation currency of the University.

All financial information presented in Sri Lankan Rupees has been rounded to the nearest Rupee, unless stated otherwise.

10.5.6 Comparative Information

Comparative information is disclosed in respect of the previous period to enhance the understanding of the financial statements of the current period.

When the presentation or classification of items in the financial statements have been amended, comparative amounts have also been reclassified to conform with the current year in order to provide a better presentation.

10.6 Assets & Bases of their valuation

10.6.1 Property Plant and Equipment

a. Recognition & Measurement

Property, Plant and Equipment which were acquired after 12 October 2009 are stated at cost less accumulated depreciation.

b. Cost

The cost of property, plant and equipment comprises its purchase price and any expenditure incurred in bringing the assets to its working condition for its intended use. Subsequent expenditure incurred for the purpose of acquiring, extending, or improving assets of a permanent nature has been treated as capital expenditure.

c. Depreciation

The provision for depreciation is calculated by using the straight line method on the cost or valuation of property, plant & equipment, at the following rates over their useful lives.

• Buildings	5%
• Boundary Walls	5%
• Fountain	5%
• Motor Vehicles	25%
• Computers	16.66%
• Furniture & Fittings	10%
• Office Equipment	10%
• Plant & Machinery	10%
• Teaching Equipment	10%
• Books	10%
• Other Assets	33.33%

Depreciation is provided for the full year, for year of acquisition and no depreciation is provided for the year of disposal of assets, up to 31.12.2013. Depreciation of assets begins when it is available for use and ceases date on which asset is classified as held for sale/ disposal, from 2013 onwards.

The passenger bus (Ashok Leyland – 42 seater) purchased in 1996 has no carrying value as at 31.12.2016 since it is not in useable state.

The cost of the Establishment Code developed for the University is identified under Other Assets and would be written off once it is feasible for implementation.

10.6.2 Valuation of Assets

a. Revalued Property, Plant & Equipment were stated at revalued amounts less accumulated Depreciation.

b. Life time of the revalued assets , decided by an appointed committee, are as follows.

Furniture & Fittings 08 Yrs

Teaching Equipment 10 Yrs

Life time of the Buildings was taken as 20 Yrs.

The balance useful life time of Property, Plant and Equipment which has zero carrying value as at 31.12.2014, was determined by an appointed committee and depreciated accordingly.

Lifetime from 2014

Computers (Valued)	2 yrs & 9.5 months
Office Equipment (Valued)	2 Yrs & 9.5 months
Computers – (University funded)	2Yrs & 9 months
Other Assets – (University funded)	2 Yrs & 9 months

The balance useful life time of Property, Plant and Equipment which has zero carrying value as at 31.12.2015, was determined by an appointed committee and depreciated accordingly.

Vehicles (University funded)	12 Yrs from year of purchase
Vehicles (Valued)	12 Yrs from year of purchase
Computers (University funded)	6 Yrs from year of purchase
Library Books (University funded)	6 Yrs from year of purchase
Other Assets (University funded)	6 Yrs from year of purchase

The balance useful life time of Property, Plant and Equipment which has zero carrying value as at 31.12.2016, was determined by an appointed committee and depreciated accordingly.

Computers (University funded)	2 Yrs from year 2016
Library Books (University funded)	5 Yrs from year 2016

The balance useful life time of Property, Plant and Equipment which has zero carrying value as at 31.12.2017, was determined by an appointed committee and depreciated accordingly.

Other Assets (University funded)	3 Yrs from year 2017
Library Books (University funded)	
Purchased in Year 2012	4 Yrs from year 2017
Purchased in Year 2014	7 Yrs from year 2017

10.6.3 Inventories

Inventories are stated at the lower of cost and net realizable value. Net realizable value is the estimated selling price at ordinary course of business less the estimated cost of completion and selling expenses.

10.7 Provision for Retiring Gratuity

Provision has been made for the retiring gratuity, which may fall due for payment under the payment of Gratuity Act No. 12 of 1983 for all the employees those who have been in service in the University. The liability to an employee arises only on completion of 5 years of continued service.

The total liability is not externally funded nor is it actuarially valued.

10.8 Government Grants & Subsidies

Government grants that compensate the University for expenses incurred are recognized on receipt. Grants that are in recurrent nature are recognized as income in the statement of financial

performance whereas grants that are of capital nature have been credited to the differed income and amortized annually on consistent basis over the useful life of the related asset.

10.9 Financial Performance Statement

10.9.1 Revenue Recognition

- a. Revenue from recurrent grant is recognized on receipt.
- b. Course and Diploma fees are recognized on receipt.
- c. Consultancy income is recognized as revenue on completion of such activity.
- d. Other income is recognized on accrual basis.

10.9.2 Expenditure

All expenditure incurred in day to day operations of the university and in maintaining the property, plant and equipment in a state of efficiency, has been charged to Income Statement in arriving at the Surplus/Deficit for the year.

10.10 Cash flow Statement

The Cash flow Statement has been prepared by using the "Indirect Method" Cash and Cash equivalent comprise of bank balances of the University Bank Accounts.

10.11 Disclosures

Matters resolved in respect of case filed at the Labour Tribunal

A sum of Rs.596,040/= paid to an officer of the University as salaries in settlement of a case filed at the Labour Tribunal claiming that his services were terminated by the University.

A sum of Rs.763,176/= might be recovered from a former Assistant Bursar as dues from him.

A sum of Rs.898,075/= might be recovered from an former employee for not reporting back to work on completion of post graduate programme in United Kingdom.

Events after balance sheet date

There were no events occurring after the Balance Sheet date which require adjustments or disclosures in the financial statements.

10.12 Notes to the Financial Statements

University of Vocational Technology					
Notes to the Financial Statements					
For the Year Ended 31st December				2017	2016
				Rs.	Rs.
2	Balances at Banks				
	Bank of Ceylon - Rathmalana	A/C 0070308457		8,526,529	8,396,870
	Peoples Bank - Rathmalana	A/C 080-1-001-3-0003120		5,047,617	3,509,707
	7 Days Call Deposits-Peoples Bank Ratmalana			1,215,778	3,571,949
				14,789,924	15,478,526
3	Advances, Deposit Receivables				
	Advances				
	Sundry advances			69,465	-
				69,465	-
	Deposits Receivable				
	BMICH			390,815	250,000
	The Open University of Sri Lanka			15,000	
	SLTB-Rathmalana			117,420	
	University of Colombo			5,000	5,000
				528,235	255,000
				597,700	255,000
4	Pre-payments				
	Insurance & Registration fees			339,221	388,008
	Plant Machinery & Equipment - Other			-	-
	Rent & Local Taxes-Taxes			-	-
	Software Updating			709,167	1,063,750
	Foreign Travelling-Incidental			-	-
	Maintenance-Photocopiers, Printers, Air Conditioners & Lift			300,469	287,908
	NewsPapers & Periodicals			33,063	27,337
	Membership			-	136,273
				1,381,920	1,903,276
5	Staff Loans & Advances				
	Distress Loans			5,776,811	5,313,524
	Festival Advances			5,000	2,500
	Special Advances			400	-
				5,782,211	5,316,024
6	Debtors and Receivables				
	Sundry Income			104,449.49	115,623
	Convocation			4,000.00	-
	Rental of Property			57,500.00	102,850
	Fixed Deposit Interest			1,309,544.64	818,707
	Call Deposit Interest			238,325.88	260,003
	Student Welfare			365,597.81	
	P.M.U.S.Mudalige			3,400.00	3,400
	P.A.K.Gananath			7,000.00	7,000
	Youth Service Council			427,747.00	774,447
	Skills Sector Development Programme			41,062,619.98	1,436,068
	National Productivity Secretariat			-	5,910
	Univotec Staff			917,641.77	
	University Colleges			850,675.13	-
				45,348,502	3,524,008
7	Investments(Refundable deposits to students)				
	Peoples Bank-Ratmalana			17,130,000	8,020,000
	Bank of Ceylon-Ratmalana			14,978,741	14,559,037
				32,108,741	22,579,037

University of Vocational Technology					
Notes to the Financial Statements					
For the Year Ended 31st December				2017	2016
				Rs.	Rs.
9	Work in Progress				
	Buildings			238,470,955	206,536,369
	Software Development			378,000	-
	Equipment			21,794,340	396,750
				260,643,295	206,933,119
10	Intangible Assets				
		Balance as at 1/1/2017	Adjustment	Addition	Disposal
					Balance as at 12/31/2017
10.1	Rehabilitation & Improvements	Rs.	Rs.	Rs.	Rs.
	Computer Software	3,400,000.00		-	3,400,000
					-
10.2	Acquisitions				-
	ELT Software	1,525,000.00		-	1,525,000
	Video Software	525,000.00	-		525,000
					-
	Total	5,450,000.00	-	-	5,450,000
	Amortisation				
		Balance as at 1/1/2017	Adjustment	Amortisation for the period	Disposal
					Balance as at 12/31/2017
10.3	Rehabilitation & Improvements	Rs.	Rs.	Rs.	Rs.
	Computer Software			1,133,333	1,133,333
10.4	Acquisitions				
	ELT Software	258,333		508,333	766,666
	Video Software	366,301		158,699	525,000
	Total Amortisation	624,634	-	1,800,365	-
	Total Net Value	4,825,366			3,025,001

University of Vocational Technology			
Notes to the Financial Statements			
For the Year Ended 31st December		2017	2016
		Rs.	Rs.
11	Accounts Payable & Other Liabilities	64,413,916	18,591,272
	Accrued Expenses		
	Salaries & Wages	510,520	344,844
	EPF Contributions	13,316	11,567
	ETF Contributions	3,329	2,892
	Cost of Living Allowance	23,400	26,000
	Interim Allowance	-	14,079
	Special Allowance	-	33,333
	Overtime	331,905	192,899
	Holiday Payments	10,216	20,976
	Other Allowance-Other	102,500	-
	Travelling	5,532	2,995
	Telephone	128,970	114,116
	Internet Service	511,424	562,722
	Electricity	330,171	326,629
	Additional Allowance	-	1,257
	Research	34,145	-
	Water	54,439	39,032
	News papers and Periodicals	21,580	20,785
	Meals to Participants	12,550	4,405
	Monthly Compensatory Allowance	-	1,257
	Vehicle Hire	1,900	-
	Security Services	727,553	-
	Miscellaneous	161,700	-
	Adjustment Allowance	19,362	-
	Exhibition	5,335	-
	Convocation/Award Ceremonies	114,250	-
	Work in Progress-DB	37,693,743	-
	Curriculum Development-DB	44,000	-
	Assessor Training-DB	116,800	-
	PostGraduate Qualification-DB	420,000	-
	Quality Assurance-DB	166,660	-
	Industrial Training Management-DB	80,050	-
	Social Marketing-DB	1,106,892	896,325
	B.Tech ELT	-	1,750
	NVQ 5 for TVET Trainers-DB	673,700	539,743
	B.Tech Software Technology	-	91,313
	B.Tech Software Technology-Part Time	39,440	-
	B.Tech Software Technology-Full Time	64,160	-
	B.Tech Network Technology	-	152,814
	B.Tech Network Technology-Part Time	108,440	-
	B.Tech Network Technology-Full Time	12,480	-
	B.Tech Building Service Technology	-	47,711
	B.Tech Building Service Technology-Part Time	156,780	-
	B.Tech Building Service Technology-Full Time	18,920	-
	B.Tech Mechatronics Technology	-	51,486
	B.Tech Mechatronics Technology-Full Time	33,575	-
	B.Tech Mechatronics Technology-Part Time	118,545	-
	B.Tech Multimedia Technology	-	103,262
	B.Tech Multimedia Technology-Part Time	74,660	-
	B.Tech Multimedia Technology-Full Time	108,880	-
	B.Tech Film & Tele.Studies	-	478,276
	B.Tech Film & Tele.Studies-Part Time	424,875	-
	B.Tech Industrial Management	-	8,166
	B.Tech Industrial Management-Part Time	87,130	-
	B.Tech Industrial Management-Full Time	1,200	-
	B.Tech Construction Technology & Resource Management	-	33,050
	B.Tech Construction Technology & Resource Management-Part Time	45,735	-
	B.Tech English Language Teaching	-	58,120
	B.Tech English Language Teaching-Full Time	700	-
	B.Tech English Language Teaching-Part Time	12,820	-
	B.Tech Quantity Surveying	-	4,125
	B.Tech Quantity Surveying-Part Time	111,310	-
	B.Ed Technology	-	3,910
	B.Ed Technology-Full Time	700	-
	B.Tech Manufacturing Technology	-	20,261
	B.Tech Manufacturing Technology-Part Time	138,995	-
	B.Tech Manufacturing Technology-Full Time	4,700	-
	B.Tech Food Technology	-	5,775
	B.Tech Food Technology-Part Time	92,190	-
	B.Tech Food Technology-Full Time	1,800	-
	Furniture & Fittings	193,545	-
	Teaching Equipment	1,900,720	-
	Consultant Payment-DB	760,775	-
	Stock in Hand	60,435	97,125
	Application Processing Fees	71,025	-
		48,070,477	4,313,000
	Salary	-	38,601
	Payee Tax	155,347	82,658
	Retention	14,664,286	13,342,464
	Provision for Audit Fees	500,000	500,000
	Student's Welfare	1,023,806	314,548

University of Vocational Technology				
Notes to the Financial Statements				
For the Year Ended 31st December				
		2017		2016
		Rs.		Rs.
12	Short Term Deposits Refundable			
	Tender Deposits		979,975	1,092,225
	Library Deposits			340,353
	Laboratory Deposits			110,000
	Hostel Deposits		622,000	733,000
			1,601,975	2,275,578
13	Provision for Gratuity			
	Balance as at.01.01.2017		29,043,106	26,313,716
	Provision for year 2017		6,040,782	2,910,609
	Gratuity payment			(114,925)
	Adjustment			(66,294)
	Balance as at.31.12.2017		35,083,888	29,043,106
14	Long Term Deposits Refundable			
	Library Deposits		13,534,078	10,120,000
	Laboratory Deposits		13,505,000	10,110,000
			27,039,078	20,230,000
15	Capital Grants			
	Capital Grant -Technical Education Development Project			
		Value	Adjustment	Amortisation
				Balance
	Acquisition of Fixed Assets			
	Building	13,365,794		5,297,434
	Fountain	11,190,627		4,476,251
	Computers	15,449,850	291,000	14,112,053
	Office Equipment	44,958,211		35,074,288
	Teaching Equipment	174,760,907		129,872,828
	Furniture & Fittings	31,558,455		24,481,089
	Library Books	10,276,876		6,539,830
	Total	301,560,720	291,000	219,853,773
	Capital Grant -Treasury			
		Value	Amortisation	Balance
	Acquisition of Fixed Assets			
	Motor Vehicles	25,150,000	14,715,000	10,435,000
	Total	25,150,000	14,715,000	10,435,000
	Capital Grant -GOPA			
		Value	Amortisation	Balance
	Acquisition of Fixed Assets			
	Furniture & Fittings	18,600	13,020	5,580
	Total	18,600	13,020	5,580
	Capital Grant -Ministry of YASD			
		Value	Amortisation	Balance
	Acquisition of Fixed Assets			
	Land & Land Improvements	2,361,079		2,361,079
	Building	234,528,687	81,470,066	153,058,621
	Vehicles	758,245	279,078	479,167
	Teaching Equipment	6,018,283	4,634,400	1,383,883
	Computers	79,850	66,554	13,296
	Office Equipment	67,300	-	67,300
	Total	243,813,444	86,450,098	157,363,346
	Capital Grant -DTET			
		Value	Amortisation	Balance
	Acquisition of Fixed Assets			
	Land	595,500,000		595,500,000
	Building	161,003,908	54,296,400	106,707,508
	Office Equipment	80,401	80,401	-
	Plant & Machinery	44,792	44,792	-
	Furniture & Fittings	2,890,404	2,626,174	264,230
	Teaching Equipment	13,789,614	10,509,540	3,280,074
	Computer	170,432	165,286	5,146
	Other Assrts	5,806	5,806	-
	Total	773,485,357	67,728,399	705,756,958

University of Vocational Technology				
Notes to the Financial Statements				
For the Year Ended 31st December				
Capital Grant -NORAD				
Acquisition of Fixed Assets				
Office Equipment	306,823	306,823	-	
Computer	4,479	4,479	-	
Furniture & Fittings	1,086	1,086	-	
Other Assets	317,986	317,986	-	
Total	630,374	630,374	-	
Capital Grant -SDP				
	Value	Adjustment	Amortisation	Balance
Acquisition of Fixed Assets				
Office Equipment	1,033,344		860,667	172,677
Computer	1,406,234	722,518	652,544	31,172
Furniture & Fittings	865,492		799,233	66,259
Teaching Equipment	15,796,981		11,997,520	3,799,461
Other Assets	276,160	29,290	246,870	-
Total	19,378,211	751,808	14,556,834	4,069,569
Capital Grant -WUSE				
	Value	Amortisation	Balance	
Acquisition of Fixed Assets				
Computers	1,263,750	1,053,125	210,625	
Total	1,263,750	1,053,125	210,625	
Capital Grant -Ministry of Finance				
	Value	Amortisation	Balance	
Acquisition of Fixed Assets				
Computer	11,000	4,124	6,876	
Total	11,000	4,124	6,876	
Capital Grant -SDD				
	Value	Amortisation	Balance	
Acquisition of Fixed Assets				
Building	96,522,111	1,054,766	95,467,345	
Plant & Machinery	26,894,040	825,969	26,068,071	
Office Equipment	1,322,720	396,816	925,904	
Furniture & Fittings	537,342	161,203	376,140	
Teaching Equipment	2,425,999	734,134	1,691,865	
Other Assrts	2,002,336	1,559,572	442,764	
Total	129,704,549	4,732,460	124,972,089	
Capital Grant -GIZ				
	Value	Amortisation	Balance	
Acquisition of Fixed Assets				
Office Equipment	66,000	2,984	63,016	
Total	66,000	2,984	63,016	
Deferred Income				
Balance as at.01.01.2017			462,523,679	373,231,854
Capital Contribution for the year-Treasury			85,984,891	115,786,158
Amortization/Adj.of Depreciation for the year			(41,933,916)	(26,494,333)
Balance as at.31.12.2017			506,574,654	462,523,679
Grand Total of Capital Grants			1,590,873,662	1,546,616,800
16 Accumulated Fund				
Balance as at.01.01.2017			(7,100,357)	(11,490,975)
Adjustment of Previous year			-	-
Amortization/Adj.of Depreciation for the year			(1,439,212)	4,175,909
Surplus/(Deficit) Transferred from F/P			(3,825,746)	214,709
Balance as at 31.12.2017			(12,365,315)	(7,100,357)
17 Other Funds				
Library Development Fund			92,700	88,400
University Development Fund			170,485	170,485
Staff Development Fund			3,812	3,812
University Fund - Consultancy Services			316,315	316,315
			583,312	579,012
18 Skills Sector Development Grant				
Recurrent Contributions			47,284,707	47,970,476
			47,284,707	47,970,476

University of Vocational Technology			
Notes to the Financial Statements			
For the Year Ended 31st December		2017	2016
		Rs.	Rs.
19	Revenue From Academic Activities		
	Course fees		
	National Diploma in Video Production Technology	-	2,500
	National Diploma in Technical Vocational Education	-	5,600
	National Diploma in Technical Teacher Education	35,500	108,100
	National Diploma in Television Prog. Production Technology	-	9,200
	National Diploma in Television Post. Production Technology	-	8,800
	National Diploma in Quantity surveying	55,600	92,000
		91,100	226,200
	Consultancy Income		
	Consultancy Training	4,763,526	364,688
	Consultancy Curriculum	-	4,000
	Consultancy Services	133,143	1,011,857
	Consultancy Other	1,000,000	80,000
		5,896,669	1,460,545
	Total Revenue From Academic Activities	5,987,769	1,686,745
	Direct Expenditure on Academic Activities		
20	Course fees (Expenditure)		
	National Diploma in Technical Vocational Education	-	2,200
	National Diploma in Technical Teacher Education	-	1,575
	National Diploma in Quantity surveying	74,050	754,825
	National Diploma in Television Post Produc. Technology	-	29,725
	National Diploma in Television Prog. Produc. Technology	-	33,750
		74,050	822,075
	Consultancy Payments		
	Training	2,300,319	120,320
	Curriculum	-	27,600
	Services	65	210,500
	Others	593,275	10,500
		2,893,659	368,920
	Total Direct Expenditure on Academic Activities	2,967,709	1,190,995

University of Vocational Technology
Notes to the Financial Statements

For the Year Ended 31st December		2017	2016
		Rs.	Rs.
21	Revenue From Degree Programme	16,086,000	14,947,420
	B.ed Tech Degree Programme	503,600	347,720
	B. Tech Degree Programme		
	Software Technology	-	1,458,200
	Software Technology-Part Time	1,174,900	
	Software Technology-Full Time	411,900	
	Network Technology	-	1,501,600
	Network Technology-Full Time	289,800	
	Network Technology-Part Time	877,000	
	Building Services Technology	-	1,192,800
	Building Services Technology-Full Time	167,000	
	Building Services Technology-Part Time	890,800	
	Manufacturing Technology	-	591,600
	Manufacturing Technology-Full Time	121,200	
	Manufacturing Technology-Part Time	281,600	
	Multimedia Technology	-	1,668,400
	Multimedia Technology-Full Time	566,700	
	Multimedia Technology-Part Time	965,900	
	Mechatronics Technology	-	900,100
	Mechatronics Technology-Full Time	131,300	
	Mechatronics Technology-Part Time	648,800	
	Food Technology	-	1,343,400
	Food Technology-Full Time	50,000	
	Food Technology-Part Time	1,405,700	
	Screen Play Film & Television Studies	-	922,500
	Screen Play Film & Television Studies-Part Time	719,700	
	Industrial Management	-	542,800
	Industrial Management-Full Time	84,000	
	Industrial Management-Part Time	252,000	
	Construction Technology & Resources Management	-	1,098,800
	Construction Technology & Resources Management-Full Time	62,000	
	Construction Technology & Resources Management-Part Time	1,337,100	
	Quantity Surveying-Full Time	-	1,197,800
	Quantity Surveying-Part Time	1,801,300	
	English Language Teaching-Part Time	1,465,700	
	English Language Teaching	-	1,362,200
	Application Processing Fees	1,878,000	819,500
		15,582,400	14,599,700
22	Other Income		
	Loan Interest	233,961	226,594
	Sundries	2,075,961	1,038,337
	Fixed Deposit Interest	1,816,831	1,102,012
	Call Deposit Interest	685,268	221,948
	Proceeds from Sale of Condemned Assets	3,175	-
	Rental of Property		
	Use of Premises	20,000	302,881
	Lecture rooms	154,500	311,203
	Auditorium	15,625	64,063
	Quarters	1,129,745	879,521
	Hostel	1,265,633	2,485,577
		7,400,699	6,632,136

University of Vocational Technology													
Notes to the Financial Statements													
For the Year Ended 31st December													
23 Amotisation of Deferred income													
Acquisition Of Fixed Assets	Treasury	TEDP-Grant	Treasury - Grant	GOPA - Grant	Ministry - Grant	DTET-Grant	NORAD-Grant	WUSC-Grant	SDP-Grant	SDD-Grant	GIZ-Grant	Total	
Building	5,078,359	668,290			11,546,973	9,049,400						26,343,022	
Fountain		559,531										559,531	
Motor Vehicles			2,274,167									2,274,167	
Computers	11,371,504	1,209,311			13,311	35,080	248	210,625	90,201		-	12,930,280	
Office Equipment	499,439	4,417,226				17,763	67,786		179,114	132,272	2,984	5,316,584	
Teaching Equipment	6,510,332	17,472,626			772,400	1,715,190			1,959,420	242,600	-	28,672,567	
Furniture & Fittings	2,825,637	3,153,840		1,860		312,486	148		96,484	53,734	-	6,444,189	
Other Assets	2,573,176									221,382	-	2,794,558	
Plant & Machinery	6,471,460									549,645	-	7,021,105	
Library Books	2,302,075	934,261										3,236,336	
Intangible Assets	667,032											667,033	
Rehabilitation & Improvement												-	
Building	4,137,086									349,607		4,486,693	
Main Building	880,058											880,058	
Motor Vehicles	142,483											142,483	
Office Equipment	318,684											318,684	
Teaching Equipments												-	
Computers												-	
Other Assets	88,153											88,153	
Plant & Machinery	15,705											15,705	
Library Books	22,500											22,500	
Boundry Walls	43,724											43,724	
Intangible Assets	1,133,333											1,133,334	
Total	45,080,740	28,415,085	2,274,167	1,860	12,332,684	11,129,919	68,182	210,625	2,325,219	1,549,240	2,984	103,390,706	
												Annual depreciation of assets funded by University	1,651,112
													105,041,818

University of Vocational Technology				
Notes to the Financial Statements				
For the Year Ended 31st December				
			2017	2016
			Rs.	Rs.
24	Employee Costs			
	Salaries and Wages		55,659,837	46,310,045
	Cost of Living allowance		15,530,664	14,706,770
	Interim Allowance		7,398,380	8,755,177
	E.P.F. Contributions		12,971,010	8,603,686
	E.T.F. Contributions		3,242,752	2,150,921
	VC's Entertainment Allowance		31,478	
	Entertainment Allowances		294,694	118,823
	Gratuity Payment		-	189,029
	Other Allowances		1,852,500	1,030,250
	Overtime		4,478,786	2,304,108
	Holiday Payment		103,866	131,786
	Allowances - Governing Council		432,000	642,000
	Allowances - Transport		143,000	154,500
	Allowances - Staff Transport		1,844,500	915,000
	Allowances - Other Meeting		198,500	220,000
	Academic Allowance		19,120,207	12,931,074
	Research Allowance		5,211,743	3,944,077
	Special Allowance		15,567,184	18,854,833
	Additional Allowance		9,163,264	4,110,464
	Monthly Compensatory Allowance		10,538,467	2,714,867
	Adjustment Allowance		2,712,668	
			166,495,500	128,787,410
25	Travelling Expenses			
	Domestic			
	Travelling Expenses		78,419	62,393
	subsistence allowance		-	-
	Foreign			
	Airfare		-	-
	subsistence allowance		305,983	-
	Incidental		81,035	45,565
	Warm Cloth Allowance		15,155	-
	Others		-	5,000
			480,592	112,958
26	Supply and requisites			
	Stationery Administration		2,875,755	1,964,575
	Office Requisites		-	-
	Office Machines Consumables		1,465,507	1,693,249
	Fuel Allocation(Vice Chancellor)		273,237	238,060
	Fuel Allocation(Director General)		201,240	222,246
	Fuel Allocation(Dean Faculty of TT)		168,480	168,480
	Fuel Allocation(Dean Faculty of FIVT)		168,480	140,400
	Fuel Allocation (Pool Vehicles)		825,611	977,020
	Fuel Allocation (Generator)		284,315	347,390
	Fuel Allocation (Director Media)		98,046	112,320
	Fuel Allocation (Director Finance)		168,480	140,400
	Fuel Allocation (Director AAQ)		153,036	147,420
	Printing Administration		-	17,895
	Printing Academic		-	4,856
	VC/DG/BOG Entertainment		7,074	79,404
	Uniforms		96,000	92,000
	Medical Supplies		36,648	19,816
	Miscellaneous Consumable		348,094	272,584
			7,170,003	6,638,114

University of Vocational Technology – Draft Annual Report 2017

University of Vocational Technology			
Notes to the Financial Statements			
For the Year Ended 31st December		2017	2016
		Rs.	Rs.
27	Repairs and maintenance of assets		
	Vehicles		
	WPKH 6725 (Servicing , Tires,Batteries & Minor repairs)	230,409	485,265
	301-1501 (Servicing , Tires,Batteries & Minor repairs)	158,920	29,053
	19-6866 (Servicing , Tires,Batteries & Minor repairs)	500	9,643
	62-3743 (Servicing , Tires,Batteries & Minor repairs)	247,662	86,295
	62-4816 (Servicing , Tires,Batteries & Minor repairs)	252,896	141,847
	NA-2503 (Servicing , Tires,Batteries & Minor repairs)	178,773	142,348
	Ko-4860 (Servicing , Tires,Batteries & Minor repairs)	183,725	522,437
	KR1801 (Servicing , Tires,Batteries & Minor repairs)	51,961	68,584
	KR-7781 (Servicing , Tires,Batteries & Minor repairs)	70,676	120,391
	NB-3149 (Servicing , Tires,Batteries & Minor repairs)	425,521	325,191
	Plant ,Machinery and Equipment		
	Computers & Accessories	1,809,875	113,681
	Photocopiers,Air Conditioners & Lift	1,731,629	1,683,779
	Teaching Equipment	42,453	35,247
	Generator	180,818	119,951
	Office Equipment	19,472	148,431
	Others	1,030,411	1,015,995
	Building and Structures		
	Building Structure	-	3,433
	Faculty of Training Technology	-	391,290
	Hostel	-	58,045
	Staff Quarters	-	14,222
	Library	-	39,000
	Others	570,727	457,860
		7,186,428	6,011,988
28	Services		
	Transport		
	Vehicle Hire	231,275	82,054
	Postage	185,630	296,664
	Telephones	1,705,614	1,434,171
	Internet Service	6,568,677	5,777,256
	Legal Charges	167,648	160,729
	Stamps For Receipts	100	-
	Poatal & Commu.-Others	7,731	-
	Electricity	11,998,322	11,341,460
	Water	1,634,470	1,602,203
	Rents	300	-
	Taxes	122,358	114,586
	Insurance & Registration Fees	571,677	501,916
	Curriculum Development	318,089	14,800
	Visiting Lecture fees	18,642,743	17,266,578
	Scholarships for Students	16,180	-
	Cooperate Social Responsibility	438,915	511,956
	Learning Material	906,879	938,791
	Award Ceremonies/Convocation	3,728,973	894,831
	Publicity (advertising)	2,570,811	2,585,545
	Staff Development	3,355,109	2,263,842
	Publications	171,356	126,880
	NewsPapers & Periodicals	279,142	264,541
	Functions & Donations	66,520	192,090
	Janitorial Service	7,546,549	6,226,365
	Security Service	7,755,018	4,251,830
	Meals to Participants	943,320	706,237
	Exhibitions	670,855	230,174
	Research	497,080	428,908
	Translation	148,480	62,528
	Membership	294,778	280,424
	Software Updating	354,583	201,984
	Financial Charges	-	-
	Industrial Training	50,820	8,000
	Social Marketing	88,000	469,200
	Miscellaneous	706,386	161,091
		72,744,388	59,397,634

University of Vocational Technology			
Notes to the Financial Statements			
For the Year Ended 31st December		2017	2016
		Rs.	Rs.
29	Depreciation & Amortisation		
	Depreciation - Acqui.of Fixed Assets		
	Buildings	26,781,736	26,345,502
	Fountain	559,531	559,531
	Motor Vehicles	2,890,833	3,299,167
	Computers	13,133,415	7,313,591
	Furniture and Fittings	6,511,225	5,430,409
	Office Equipment	5,403,819	5,322,527
	Teaching Equipment	28,780,622	27,102,685
	Books	3,237,081	1,754,834
	Plant & Machinery	7,098,010	4,318,663
	Other Assets	2,845,441	2,373,923
		97,241,713	83,820,832
	Depreciation -Reha.of Fixed Assets		
	Buildings	4,488,433	3,799,345
	Main Building	880,058	880,058
	Computers	-	2,875
	Motor Vehicles	142,483	142,483
	Furniture & Office Equipments	318,684	202,259
	Plant & Machinery	15,705	15,705
	Other Assets	88,153	88,153
	Boundry Walls	43,724	43,724
	Books	22,500	22,500
		5,999,740	5,197,102
	Total Depreciation for the period	103,241,453	89,017,934
	Amortisation		
	Amortisation - Acqui.of Fixed Assets		
	Intangible Assets	667,032	433,333
	Amortisation - Reha.of Fixed Assets		
	Intangible Assets	1,133,333	
	Total Amortisation for the period	1,800,365	
	Total Depreciation & Amortisation for the period	105,041,818	89,451,267
30	Operating Expenses -SSD		
	Short Courses for Academics	502,217	687,874
	Assessor Training	1,038,546	1,124,446
	HR Development - TVET Sector	-	-
	Skill Upgrading Training	-	-
	Foreign Training	20,066,771	23,579,510
	NVQ 5 for TVET Trainers	3,737,659	5,017,933
	Curriculum Development	1,491,350	1,365,755
	Establish Mechanisms to monitor academic ppp-UC-DB	-	22,710
	Quality Assurance Unit	902,007	739,287
	Develop Curricula Industry	47,895	332,563
	Industrial Training Management	701,022	462,264
	Social Marketing	3,300,239	3,755,485
	Postgraduates	9,293,264	10,690,649
	Obtain Recognition-IESL	3,278,430	192,000
	Consultancy Payments -UC	2,580,150	
	Cell Member Fees	345,157	
	Total Operating Expenses	47,284,707	47,970,476
		-	-

11.Audit Report



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தேசிய கணக்காய்வு அலுவலகம்
NATIONAL AUDIT OFFICE



මගේ අංකය
எனது இல. }
My No. }

VTY/B/UVT/FA/2017/06

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17 October 2018

Vice Chancellor
University of Vocational Technology

Report of the Auditor General on the Financial Statements of University of Vocational Technology for the year ended 31 December 2017 in terms of Section 47(2) of the University of Vocational Technology Act, No. 31 of 2008

The audit of financial statements of the University of Vocational Technology for the year ended 31 December 2017 comprising the statement of financial position as at 31 December 2017 and the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended and a summary of significant accounting policies and other explanatory information was carried out under my direction in pursuance of provisions in Article 154(1) of the Constitution of the Democratic Socialist Republic of Sri Lanka read in conjunction with Section 47(2) of the University of Vocational Technology Act, No. 31 of 2008. My comments and observations which I consider should be published with the Annual Report of the University appear in this report.

1.2 Management's Responsibility for the Financial Statements

The management is responsible for the preparation and fair presentation of these financial statements in accordance with Sri Lanka Public Sector Accounting Standards and for such internal control as the management determines is necessary to enable the preparation of financial statements that are free from material misstatements whether due to fraud or error.



1.3 Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Sri Lanka Auditing Standards consistent with International Auditing Standards of Supreme Audit Institutions (ISSAI 1000-1810). Those Standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatements of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the University's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

2. Financial Statements

2.1 Opinion

In my opinion, the financial statements give a true and fair view of the financial position of the University of Vocational Technology as at 31 December 2017 and its financial performance and cash flows for the year then ended in accordance with Sri Lanka Public Sector Accounting Standards.

2.2 Comments on Financial Statements

2.2.1 Accounts Receivable

University had failed to recover festival and special advance loan balances totalling Rs.10,650 even in the year under review which are receivable over a period of 5 years from two officers who left the university service.

2.3 Non-compliances with Laws, Rules, Regulations, and Management Decisions

In terms of Financial Regulation 104 of Democratic Socialist Republic of Sri Lanka, as soon as a loss or damage occurs, even though it is required to submit a report on that by instituting inquiries to ascertain its extent and the causes and to determine the respondents for it, actions had not been so taken in 03 circumstances regarding the vehicle accidents happened in the year under review.

3. Financial Review

3.1 Financial Results

According to the financial statements presented, the financial result of the University for the year ended 31 December 2017 had been a deficit of Rs.3,825,746 as compared with the corresponding surplus of Rs.214,709 for the preceding year, thus indicating a decrease of Rs.4,040,455 in the financial result of the year under review as compared with the preceding year. Increase in the cost of employees by Rs.37,708,090 and in the service cost by 13,346,754 had been mainly attributed for this.

In analyzing the financial results of the year under review and 04 preceding years, the surplus of Rs.3,123,062 in the year 2013 had been a deficit of Rs.3,825,746 by the year 2017. However, in readjusting the employees' emoluments and depreciation on non-current assets to the financial result, the contribution of Rs.158,465,726 in the year 2013 had been amounted to Rs.267,711,572 in the year under review.



4. Operating Review

4.1 Performance

4.1.1 Planning

As it had been revised the procurement plan prepared indicating the procurements and constructions which should be made by the University during the year under review and approved at the beginning of the year, it was observed that the University had not prepared the procurement plan properly without identifying the own requirement and also it had not been used as a financial control.

4.1.2. Operation and Review

- (a) Following observations are made in relation to the achieving the objectives.
 - (i) Out of 13 Degree Courses and 11 Diploma Courses currently conducts by the University, only 03 Degree Courses and 02 Diploma Courses had been accredited.
 - (ii) A Council for the Admission, Accreditation, and Quality Assurance had been established in terms of Section 21 (1) of the University of Vocational Technology Act, No. 31 of 2008 and as per the decision dated 18 May 2010 of that Council, it had been decided to obtain accreditations for the Engineering Degree Courses conducts by the University from the Institute of Engineers Sri Lanka and for the other courses from the Universities of Moratuwa, Peradeniya and Colombo and in addition to that, to obtain accreditation from the reputed foreign Universities. Even though it had been already lapsed 08 years from the initiation of the University, degree courses had not been accredited to the expected level.
- (b) In relation to 09 Degree Courses conducts by the University, the pass percentage at the first attempt of the students who registered from the year 2010 to year 2014 had been at a minimum level and the pass percentage had been in a range of 19 per cent to 57 per cent.

(c) Even though Diploma Courses had been conducted from the initiation of the University, students had been registered only for one diploma course in the year 2017. Nevertheless, the decisions taken in relation to not conducting of such courses had not been presented to the audit. Even the students' passing of the diploma courses conducted had been at a minimum level and also it was observed that there are long delays in completing those courses.

(d) Implementation of the Skills Sector Development Programme (SSDP)

Under the Skills Sector Development Programme being implemented for the betterment of the field of vocational training, a sum of Rs.290.7 million had been allocated to execute 22 sub activities under 10 main activities according to the Action Plan provided to the University for the year 2017 and the University had spent Rs.140.55 million for the execution of 18 activities thereof. The following observations are made during the course of audit conducted in this regard.

- (i) Even though the cadre vacancies exists during the year in the University of Vocational Technology and the University Colleges should be filled as per the action plan, there had been 04 vacancies each in the senior and secondary level of the cadre approved as at 31 December 2017 and it was observed that there had been 35 lecturers, 21 Demonstrators and 01 Consultant as the academic staff vacancies as well as 28 non-academic vacancies for the 06 University Colleges.
- (ii) Even though a sum of Rs.07 million had been provisioned for establishing Public and Private Partnership University Colleges under the project, the relevant activity had not been performed by utilizing those funds.
- (iii) A sum of Rs.120 million had been provisioned for providing facilities to disable people in the 06 University Colleges and for establishing a Video Conference System and even though Rs.74.02 million had been expensed thereof, the relevant activity had not been performed.



- (iv) Even though a sum of Rs.01 million had been provisioned for conducting degrees relating to the identified priority fields and for obtaining guidance from reputed Universities for developing curricular, introducing 2 new degrees relating to the priority fields identified by the University, such degree courses had not been implemented until the audited date of 21 May 2017. However, the curricular had been prepared only for one degree course in the year 2016 and a lecturer also had been recruited for one degree programme since year 2016. Out of the provisioned amount during the year, a sum of Rs.0.05 million had been expensed and it was not clarified to the audit that it was for which activity.

4.2 Management Activities

The following observations are made.

- (a) Even though a lecturer who owned a foreign degree had been recruited for the Degree in Hospitality since 15 June 2016, that degree course had not been commenced until the audited date of 21 May 2018. Even though Rs.2,464,214 had been paid as salary and allowances for the above officer from the recruited date, the purposive activity had not been fulfilled.
- (b) An officer who served as an Assistant Bursar in the University had vacated the service on 05 April 2012 and following observations are made on totaling Rs.763,176 receivable from him.
- (i) Even though it had been recommended by the preliminary investigation report dated 22 June 2012, to take legal actions to recover the surcharge of Rs.589,164 from the Accountant and the former Director General which had to be paid by the institution due to the delay made on the half yearly reports to be remitted to the Employees' Trust Fund, actions had not been taken accordingly.

- (ii) Due to not performing legal activities promptly as per the investigation report, it had been informed by the letter of the Attorney General's dated 22 November 2017 that legal cause of action had become prescriptive even by the date of 10 February 2014 on which the University inquired from the Attorney General's Department.
 - (iii) As per section 23 of the Provision for Gratuity Act, if there is any money to be received from any officer to a certain institute, even there are possibilities to retain Gratuity amount in such intuition until it is paid, and even it had been emphasized in the letter of the Attorney General, a sum of Rs.108,250 had been paid as gratuity on 20 March 2013 without recovering the money which are recoverable.
 - (iv) Even though it had been emphasized by the above letter of the Attorney General that since this officer is further employing in the Superior Courts Complex Board of Management, University of Vocational Technology has the capability of recovering such money by taking actions in administrative manner, appropriate actions had not been taken on that regard up to now.
- (c) Approval of the Management Services Department which is required to enforce the Establishment Code prepared for the University by spending Rs.800,000 in the year 2015 had not been obtained even by the end of the year under review.
- (d) Even though a teaching assistant of the University had requested to resign due to an injustice occurred in absorbing to the University, it had been informed that resignation cannot be accepted until Rs.4,684,315 bond related to the funds granted to follow a Postgraduate Degree is paid. However, even though he had reported back to the service as it was unable to pay the bond, relevant officer had file a case in the Labour Tribunal due to not allowing for that and as per the order dated 25 August 2017, it had been ordered to re-engage and



to pay salary in arrears for 02 years. Accordingly, due to a weakness in the management, University had to spend Rs.596,040 as salary in arrears and Rs.542,500 as legal expenses.

(e) **Recruitment of Chief Executive Officers for University Colleges**

- (i) Officers who came from national universities after the leave on sabbatical base had been recruited as Chief Executive Officers for Batangala and Matara university colleges and appointments had been given in 02 circumstances as it exceeds the time period released by the universities they are permanently serving.
- (ii) Even though the officer who held the Post of Registrar of the University of the Visual and performing Arts had been recruited as the Chief Executive Officer of the University College of Batangala on sabbatical leave base since 01 September 2016, he had been released from that university on 12 October 2016. Accordingly, it was observed that appointments had been given before an officer release from the place of permanently serving.
- (iii) According to the paragraph 6.2 (a) of the University of Vocational Technology Ordinance No.01 of 2014 for the University Colleges, unless vacated or dismissed before the due period, the director should hold the own position until the period of whichever is first completed out of the two of 03 years from the own date of appointment or own age of 60 years. However, the officer who recruited as the Chief Executive Officer for the University College of Batangala on 01 September 2016 had been resigned from the service before completing the appointment period of the College on 01 February 2018 that is at the end of sabbatical leave. Accordingly, it was questionable to the audit how administration activities are maintained efficiently since it had been unable to get a continuous service to the Colleges.

(e) **Appointment of Administrative and Audit Consultants for the operations of the Universities**

The following observations are made.

- (i) Without the approval of the Management Services Department, 04 Administrative Consultants at Rs.75,000 monthly for 04 University Colleges and an Auditor with an allowance of Rs.100,000 had been recruited on contract basis for a period of 12 months and 06 months respectively for the activities of the Universities.
- (ii) It was unable to check in audit that the qualifications of the 04 Administrative Consultants and the Auditor due to a Scheme of Recruitment for the above recruited officers had not been got approved.
- (f) 46 computers had been purchased on 02 March in the year 2017 for establishing a lab for the University Management studies Division and computers and equipment valued at Rs.5,841,172 had been issued to the other divisions out of the purpose.
- (g) It had not been specifically identified what are the social responsibilities in relation to the University and a sum of Rs.300,000 had been spent under social responsibilities for the annual trip of the Welfare Society.

4.3 Operating Activities

The following observations are made.

- (a) Even though, the University had planned to release the results of the exams conducted by the University within 03 months, it had been unable to issue the results as expected due to it had been spent for a period of 01 month to 09 months for the evaluation of marking sheets of the exams held in the year



2017. Reasons for the delay had not been clarified to the audit and a method for avoiding the delays had not been prepared.

(b) Appointment of Visiting Lecturers for the Degree Courses

(i) Even though the University had enrolled more students for the weekend degree courses, it was observed that more lecture hours had been allocated for the degree courses conducts in weekdays as per the study work plans and time tables of the internal lecturers. Due to not paying attention on that in planning the study work, it had to pay a sum of Rs.18,642,743 for the visiting lecturers during the year under review, even though there are 49 internal lecturers in the University of Vocational Technology. Details appear below.

Course period	No. of Degree Courses	No. of Students Enrolled	No. of hours allocated for the lecturers	
			Internal	External
Weekdays	10	397	7662	4882
Weekends	13	489	2244	10819

(ii) Accordingly, appointments had been given to the visiting lecturers for 534 lecture hours of the Foundation Programme conducted for the students enrolled relating to the academic year 2017/2018 of the University and for 17,674 lecture hours for the students enrolled relating to the academic years 2014/2015, 2015/2016, 2016/2017.

4.4 Idle and Under Utilized Assets

The official residence of the Director General belonging to the University had remained idle without being used from November 2012 up to the end of the year under review.

4.5 **Staff Administration**

The following observations are made.

- (a.) When absorbing the staff into the University of Vocational Technology on 12 October 2012, 10 members of the academic staff who had not fulfilled the qualifications had been absorbed for the post in a manner of personal to the holder. However, even though it had been lapsed 8 years from the initiation of the University, 06 officers who had been absorbed for the post in a manner of personal to holder, had not completed the required qualification up to this.
- (b.) It was unable to confirm the qualifications required as per the scheme of recruitment for 02 officers of Senior Lecturers - Grade I recruited in the year 2017 and for an officer recruited for the Post of Lecturer.

5. **Sustainable Development**

5.1 **Sustainable Development Goals**

As per the United Nations Year 2030 “Agenda” on Sustainable Development , even though actions should be taken by each public institutions and University had not been aware on how should be implemented regarding the activities which comes under own scope relating to the year under review.

Accordingly, even though it had been identified that promoting lifelong learning opportunities for all by ensuring inclusive and equitable quality education and also ensuring equal access for all women and men for quality technical, vocational and tertiary education by 2030, as the targets for achieving the goals of the Ministry of Skill Development and Vocational Training in relation to Sustainable Development, it was observed as per the information presented to the audit that taking actions to convert the University into a Green University had been identified as Sustainable Development Goals.



6. Accountability and Good Governance

6.1 Internal Audit

The following observations are made.

- (a) An adequate staff had not been attached to the Internal Audit Unit of the University, only Internal Auditor, an Associate Officer and an officer of clerk grade had been attached.
- (b) An adequate internal audit had not been performed as it covers the areas such as, achieving the targets of the University, performance, accounting and evaluations of internal controls of financial and operational areas by paying attention to the Management Audit Circular No. DMA/06 dated 23 December 2011, and the Financial Regulation, 133 (2) (a) (i), and it was observed that more time had been spent for the prior audit activities of the University. Only 10 internal audit reports had been issued for the year under review.

6.2 Procurement and Contract Process

6.2.1 Procurement

The following observations are made.

- (a) In contrary to paragraph 3.6.1 of the Procurement Guideline, University had re-ordered and purchased the goods of Rs.1,130,160 in 02 occasions during the year under review.
- (b) Even though at least 03 bids should be obtained for the procurement as per the Procurement Guideline, in contrary to that a Library Management Software had been purchased as Rs.420,000 based on one bid. Accordingly, procurement had not been directed to a competition and hence it was observed that economic benefits to be obtained by the University had been lost. Thus, even though the procurement committee had decided to purchase on 25 May



presented Institution and according to the bids presented by that institute, a proper evaluation regarding the replacement cost of the parts and the unit cost per photo copy relating to machines for which the bids were presented by the institution had not been done by the technical evaluation committee.

- (ii) Technical evaluation committee had not evaluated regarding the service and maintenance expenses occurs after the period of 03 years which should be given for the photocopy machines by the procuring institution.
- (iii) Agreement period for the security and cleaning service of the University had been ended and it was observed that, that agreement period had been extended by the procurement committee without the approval of the Board of Governors of the University.

6.2.2 Deficiencies in Contract Administration

Even though Rs.260.26 million had been expensed for the Learning Resources Development Centre proposed to be constructed with the objectives of increasing the number of students enrolling in the University of Vocational Technology, increasing the capacity of the Institute, learning environment and conducting postgraduate degrees by the end of the year under review and constructions had not been completed up to this. Equipment of Rs.21.79 million had been purchased during the year under review for the building complex where constructions had not been completed and it was observed that, that equipment had been idled.

7. Systems and Controls

Deficiencies in systems and controls observed during the course of audit were brought to the notice of the Vice Chancellor of the Institute from time to time. Special attention is needed in respect of the following areas of control.

Areas of Systems and Controls	Observation
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(a.) Financial Control	Failure to utilize the funds of Skills Sector Development project effectively and productively.
(b.) Staff Administration	(i) Failure to verify the qualifications of the officers through the relevant institutions/universities. (ii) Failure to take action in accordance with the Scheme of Recruitment. (iii) Failure to submit report by the officers who participate for the foreign trainings.
(c.) Vehicle Control	Failure to take actions in accordance with the circulars relating to disposable vehicles.

Sgd./ H.M. GAMINI WIJESINGHE
 Auditor General

H.M Gamini Wijesinghe
 Auditor General

Actions have been taken for the Auditor General’s Report for the year ended 31.12.2017 numbered VTY/B/UVT/FA/2017/06 dated 17th October 2018

Number	Audit Query	Answer
2.2	Comments on Financial Statments	
2.2.1	Accunt Receivable	
	<p>University had failed to recover festival and special advance loan balances totalling Rs. 10,650 even in the year under review are receivable over a period of 5 years from two officers who left the university service.</p>	<p>Rs. 3,400 and Rs. 7000 has to be recovered from these two officers namely, Ms P.M.U.S. Mudalige and Mr P.A.K. Gananath respectively. Accordingly, the total amount is to be recovered to the institute is not Rs. 10,650 ,it is Rs.10,400.</p> <p>Ms.P.M.U.S. Mudalige- Already took actions to recover the money from this officer under the case number: 6026/2008/M and a court order has been issued to recover this money also. But, University of Vocational technology has been unable to enforce the court order due to change of her residence and unable to find the permanent residence with the involvement of police also.</p> <p>Mr P.A.K. Gananath A case has been filed under the Case No. E/20/14/UVT to recover the money. The department of attorney general has informed that this case has been prescribed ,by the letter dated 2017.11.22.</p>
2.3	Non-compliances with Laws,Rules,Regulations and Managment Decisions	
	<p>In terms of Finacial Regulation 104 of Democratic Socialist Republic of Sri Lanka,as soon as a loss or damage occurs ,even</p>	<p>Preliminary inquiry has been done according to the financial regulation 104, but report has been delayed. Instructions gave to the relevant officers to take</p>

	though it is required to submit a report on that by instituting inquiries to ascertain its extent and the causes and to determine the respondents for it, actions had not been so taken in 03 circumstances regarding the vehicle accidents happened in the year under review.	actions as per the Financial Regulation 104.
3	Financial Review	
3.1	Financial Results	
	<p>According to the financial statements presented, the financial result of the University for the year ended 31 December 2017 had been a deficit of Rs. 3,825,746 as compared with the corresponding surplus of Rs.214,709 for the preceding year, thus indicating a decrease of Rs.4,040,455 in the financial result of the year under review as compared with the preceding year. Increase in the cost of employees by Rs.37,708,090 and in the service cost by 13,346,754 had been mainly attributed for this.</p> <p>In analyzing the financial results of the year under review and 04 preceding years, the surplus of Rs.3,123,062 in the year 2013 had been a deficit of Rs.3,825,746 by the year 2017. However, in readjusting the employees' emoluments and depreciation on non-current assets to the financial result, the contribution of Rs.158,465,726 in the year 2013 had been amounted to Rs.267,711,572 in the year under review.</p>	
4	Operating Review	
4.1	Performance	
4.1.1	<p>Planning</p> <p>As it had been revised the procurement plan prepared indicating the procurements and constructions which should be made by the University during the year under review and approved at the beginning of the year, it was observed that the University had</p>	The procurement plan for the coming year is prepared at the beginning of the year and the approval of the Board of Governors is obtained. As the requirement of the institute has been changed due to the increment of the number of students enrolled compared to the previous year, the procurement plan had to be adjusted accordingly.

	not prepared the procurement plan properly without identifying the own requirement and also it had not been used as a financial control.	
4.1.2	Operation & Review	
(a)		
(i)	Out of 13 Degree courses and 11 diploma courses currently conducts by the University, only 03 degree courses and 2 diploma courses had been accredited.	An independent Accreditation Council has been established according to the Act of the University of Vocational technology. The Council is chaired by the Director General of the Tertiary and Vocational Education Commission and the council consist with Deans of the faculties ,Director General of the University of Vocational Technology, Director General of the Department of Tertiary Education and Training, Director Admission ,Accreditation & Quality Assurance of the University of Vocational Technology, Secretary to the Ministry or nominated member of the ministry, two nominees from Institute of Engineers ,Sri Lanka or Institute of incorporation Engineers ,Sri Lanka, A member of the Academic Council, two directors from the Tertiary and Vocational Education Commission. Accreditation of the all degree programmes is done by this Council and courses are conducted under the approval of the Board of Admission, Accreditation & Quality Assurance.
(ii)	A Council for the Admission, Accreditation and Quality Assurance had been established in terms of Section 21 (I) of the University of Vocational technology Act, No.31 of 2008 and as per the decision dated 18 May 2010 of the Council, it had been decided to obtain accreditations for the Engineering Degree Courses conducts by the University from the Institute of Engineers Sri Lanka and for the other courses from the Universities of Moratuwa, peradeniya and Colombo and in addition to that , to obtain accreditation from the reputed foreign Universities. Even though it had been already lapsed 08 years from the initiation of the university, degree courses had not been accredited to the expected level.	<p>Courses conducted by the Faculty of Industry and Vocational Technology of the University of Vocational Technology have been accredited by professional qualified third parties in Sri Lanka to facilitate the professional development of the students who is following the courses. Also the Cabinet has been decided that all degree programmes of the University of Vocational Technology should be regulated by the University Grants Commission. Accordingly, officers of the University Grants Commission will come to the University on March 2019 to examine about the accreditation of the degree programmes.</p> <p>The degree programmes namely, Building Services Technology, Manufacturing Technology and Mechatronic Technology has been already accepted by the Sri Lanka Institute of Engineering (IESL) according to Sydney Accord.</p>

		Also , It is being planning to accredit Degree of Construction Technology and Resource Management from the Sri Lanka Institute of Engineering and the degree of Quantity Surveying from the Sri Lanka Institute of Quantity Surveying ; but It is unable to apply till complete the degree programme by a Batch.
(b)	In relation to 09 Degree Courses conducts by the University,the pass percentage at the first attempt of the students who registered from the year 2010 to year 2014 had been at a minimum level and the pass percentage had been in a range of 19 percent to 57 percent.	Adult students are studied at this university. Due to the facts such as lack of time to devote to their studies since personal issues, failure to submit their continuing assessment and thus percentage of students pass the exams has been declined. But students are completed their degree by passing repeat exams at the consecutive Academic Year.
(c)	Even through Diploma Courses had been conducted from the initiation of the University,students had been registered only for one diploma course in the year 2017. Nevertheless, the decisions taken in relation to not conducting of such courses had not been presented to the audit. Even the students 'passing of the diploma courses conducted had been at a minimum level and also it was observed that there arw long delays in completing those courses.	The role of the University of Vocational Technology is conducting degree level (NVQ7) courses. Diploma level courses are conducted by the University Colleges which were established by SSDP. By now there are 6 university colleges has been established in areas namely Jaffna, Anuradhapura,Kuliyapitiya ,Matara and Ratmalana. Accordingly, conducting Diploma courses has been discontinued since 2015. Since the diploma conduct for teachers of the field of Technical and Vocational Education namely, "National Diploma in Technical Teacher Education " cannot be conducted by University Colleges, thus it conducts continuously at the University. Also degree programmes has been commenced at this University relevant to NDTPT, NDTPP & NDQS Diploma programmes which were suspended. Some students who follow these Diplomas fail the 1 st exam due to reasons such as Fail the whole exam due to fail only one subject of the final exam, not submitting Counting assignments and not submitting training report of the

		industrial training. Then they appear the repeat exam and pass the exam.
(d)	<p>Implementation of the Skills Sector Development Programme (SSDP)</p> <p>Under the Skills Sector Development Programme being implemented for the betterment of the field of vocational training, a sum of Rs. 290.7 million had been allocated to execute 22 sub activities under 10 main activities according to the Action Plan provided to the University for the year 2017 and the University has spent Rs. 140.55 million for the execution of 18 activities thereof. The following observations are made during the course of audit conducted in this regard.</p>	
(i)	<p>Even though the card vacancies exist during the year in the University of Vocational Technology and the University colleges should be filled as per the action plan, there had been 04 vacancies each in the senior and secondary level of the card approved as at 31 December and 01 Consultant as the academic staff vacancies as well as 28 non-academic vacancies for the 06 University Colleges.</p>	<p>Recruiting an officer for the post of Assistant Librarian had not been necessary for the University, but recruiting officers for the post of Statistical Officer and Assistant Registrar had been required. Therefore those recruitments have been done. Actions will be taken to fill other secondary level vacancies.</p> <p>Applications have been already called for the post of Associate Officer vacancies and one qualified officer has been recruited and another officer will be recruited from the list of officers who have been taken the highest marks.</p> <p>Three (3) officers were working as the Teaching Assistant post of the Academic support Staff and one officer died on 22nd December 2017. Due to a problem of recruiting an officer for the post of Lecturer (Probationary), she has been appointed to the post of Teaching Assistant by the University of Vocational Technology. Accordingly, no vacancy on that post.</p>
(ii)	<p>Even though a sum of Rs. 07 million had been provisioned for establishing Public and Private Partnership University Colleges under the project, the relevant activity had not been performed</p>	<p>These tasks of the University Colleges have been removed from the University of Vocational Technology according to a decision of the Government.</p>

	by utilizing those funds.	
(iii)	A sum of Rs. 120 million had been provisioned for providing facilities to disable people in the 06 University Colleges and for establishing a Video Conferance System and even though Rs. 74.02 million had been expensed thereof, the relevent activity had not been perofrmed.	Constructions of the University colleges are done under the Skills Sector Development Programme.
(iv)	Even though a sum of Rs.01 million had been provisioned for conducting degrees relating to the identified priority fields and for obtaining guidance from reputed Universities for developing curricular,introducing 2 new degrees relating to the priority fields identified by the University,such degree courses had not been implemented until the audited date of 21 May 2017. However, he curricular had been prepared only for one degree course in the year 2016 and a lecturer also had been recruited for one degree programme since year 2016. Out of the provisined amount during the year, a sum of Rs. 0.05 million had been expensed and it was not clarified to the audit that it was for which activity.	<p>Hotel Managment degree programme was commenced by the University according to the requirment of industry. Since funds recived from the Canadiyan World University Services able to prepare the basic Curriculum by a low cost than estimated amount.</p> <p>For this, service of a professor in the Canadiyan World University Service was provided on a voluntary basis. The above money was used to conduct discussion programs to facilitate him to identify the requirements of the hotel industry in Sri Lanka.</p> <p>The Canadiyan World University Service informed that an internal lecturer in Hotel Management was required before serving the service of this Professor. Since there was no Internal lecturer for Hotel Management degree programme , a lecturer was appointed. This lecturer and the Canadiyan professor prepared the curriculum of Hotel Management degree programme.</p>
4.2	Managment Activities	
(a)	Even though a lecturer who owned a forigen degree had been recruited for the Degree in Hospitality since 15 June 2016 , that degree course had not been commenced until the audited date of 21 May 2018. even though Rs. 2,464,214 had been paid as salary and allowances for the obove officer from the recruited date, the purposive activity had not been fulfilled.	<p>The above mentioned lecturer was used to convert the Curriculum in to a complete one, as the content of the Curriculum prepared by the Canadiyan Professor and to prepare other relevant documents and entry requirements.</p> <p>As the expertise of her, she contributed to conducting lectures in Construction Technology & Resource Management. The task was undertaken by her during relevant period is attached herewith. (Annex 1). Actions have been taken to commence the Hotel Management Degree programme for Academic year</p>

		2019 / 2020.
(b)	An officer who served as an Assistant Burser in the University had vacated the service on 5 April 2012 and following observations are made on totaling Rs. 763,176 receivable him.	
(i)	Even though it had been recommended by the preliminary investigation report dated 22 June 2012, to take legal actions to recover the surcharge of Rs.589,164 from the Accountant and the former Director General which had to be paid by the institution due to the delay made on the half yearly reports to be remitted to the Employees’ Trust Fund, actions had not been taken accordingly.	To take legal actions on this incident of Mr P.A.Kalinga Ganganath, a letter dated 2012.09.04 has been forwarded to the Department of Attorney General. Another letter dated 2014.02.10 has been sent to Department of Attorney General on this matter. But Department of Attorney General did not take any action on this case. Thus Department of Attorney General has been informed by a letter dated 2017.11.22 that since the time period dealing with this case has been expired, lawsuit has been terminated.
(ii)	Due to not performing legal activities promptly as per the investigation report, it had been informed by the letter of the Attorney General’s dated 22 November 2017 that legal cause of action had become prescriptive even by the date of 10 February 2014 on which the University inquired from the Attorney General’s Department.	
(iii)	As per section 23 of the Provision for Gratuity Act, if there is any money to be received from any officer to a certain institute, even there are possibilities to retain Gratuity amount in such institution until it is paid, and even it had been emphasized in the letter of the Attorney General, a sum of Rs.108,250 had been paid as gratuity on 20 March 2013 without recovering the money which are recoverable.	Mr P.A Ganganath, who worked as the Assistant Bursar left the service on 2012.04.05, Since there were management dues for the university from him his Gratuity was withheld. But he complained to the Department of Labour and that department initiated an inquiry on this. Reasons for not paying gratuity had been shown in that inquiry. The final decision was informed by the Department of labour by letter dated 2013.03.07 (Annex 02) and informed to deposit Rs. 90,208.75 as his gratuity and Rs. 18,041.75 as a Surcharge in Department of Labour. Accordingly, a cheque of Rs. 108250.50 written to Commissioner of Labour- Colombo –Western has been submitted to that department.

(iv)	<p>Even though it had been emphasized by the above letter of the Attorney General that since this officer in further employing in the Superior Court Complex Board of Management , University of Vocational Technology has the capability of recovering such money by taking actions in administrative manner, appropriate actions had not been taken on that regard up to now.</p>	<p>A letter has been issued to the Superior Court Complex on 2015. 04.22. By this letter it has been informed that, letters dated 2012.05.03 and 2014.02.06 had been already sent to Superior Court and to take necessary actions to recover dues of Mr Ganganath to the University of Vocational Technology. Since Mr Ganganath was not willing to reduce that money from his salary, Superior Court has been informed to this University that they can't recover that money from his salary without an agreement with him.</p> <p>By the letter dated 2015.10.28 , Mr Ganganath has been decreed that he has to pay the Rs. 763,175.53 of due money within 30 days. By letters dated 2016.05.03, 2016.06.25 and 2016.10.24 University of Vocational Technology has been inquired from Department of Attorney General about the present situation of the relevant incident. But it is seems to be that the Superior Court Complex where Mr Ganganath works take actions slowly on relevant case. Letters have been sent further to the Superior Court informing on these dues.</p>
(c)	<p>Approval of the Management Services Department which is required to enforce the Establishment Code prepared for the University by spending Rs. 800,000 in the year 2015 had not been obtained even by the end of the year under review.</p>	<p>Already has been forwarded to the approval of the Department of Management Studies by the University of Vocational technology with the Approval of Board of Governors. But the relevant approval is not yet received.</p>
(d)	<p>Even though a teaching assistant of the University had requested to resign due to an injustice occurred in absorbing to the University, it had been informed that resignation cannot be accepted until Rs. 4,684,315 bond related to the funds granted to follow Postgraduate Degree is paid. However , even though he had reported back to the service as it was unable to pay the bond , relevant officer had file a case in the Labour Tribunal due to not allowing for that and as per the order dated 25 August 2017, it had been ordered to re-engage and to pay salary in arrears for 2 years. Accordingly, due to a weakness in the management, University had to spend Rs,596,040 as salary in arrears and Rs. 542,500 as legal expenses.</p>	<p>According to the 5th Chapter of the Establishment code, once someone of the staff submits for a resignation, that person cannot come back to the service. Thus actions have been taken considering that person as a resigned. However this money had to be paid according to the decision taken at the Hearing on relevant incident.</p>

(e)	Recruitment of Chief Executive Officers for university colleges	
(i)	Officers who came from national universities after the leave on sabbatical base had been recruited as Chief Executive Officers for Batangala and Matara university colleges and appointments had been given in 02 circumstances as it exceeds the time period released by the universities they are permanently serving.	Those officers were who got higher marks at the interview. Also, for the University College of Matata , it was the only application received when calling applications. The recruitment qualification for this post is equal to the Senior lecturer Grade 1 of a University. But the salary of Chief Executive Officer is Rs. 100,000.00 while salary of Senior Lecturer is Rs. 175,000.00. Also no-pay leave were expected by these officers from their permanent work place. Since their salary of the permanent workplace is greater than to salary of the Chief Executive Officer, they were resigned from University Colleges and reported back to permanent work place when their Sabbatical leave were finished.
(ii)	Even though the officer who held the Post of Registrar of the University of the Visual and performing Arts had been recruited as the Chief Executive Officer of the University College of Batangala on sabbatical leave base since 01 September 2016, he had been released from the university on 12 October 2016. Accordingly, it was observed that appointments had been given before an officer release from the place of permanent serving.	Application for the Sabatical Leave should be forwarded with the letter of appointment. Even though appointment letter has been issued to this officer, he assumed duty with the approval of Sabbatical Leave after releasing from his workplace.
(iii)	According to the paragraph 6.2 (a) of the University of Vocational technology Ordinance No 01. of 2014 for the University Colleges , unless vacated or dismissed before the due period , the director should hold the own position until the period of whichever is first completed out of the two of 03 years from the own date of appointment or own age of 60 years. However, the officer who recruited as the chief Executive Officer for the University College of Batangala on 01 September 2016 had been resigned from the service before completing the appointment period of the College on 01 February 2018 that is at the end of sabbatical leave. Accordingly, it was questionable to the audit how administration activities are maintained effectively since it had been unable to get a continuous service	People who granted University Sabatical Leave can obtain 3 year no-pay leave. Since salary of this post is less than to the salary of their permanent position they tend to resign.

	to the Colleges.	
(e)	Appointment of Administrative and Audit Consultants for the operations of the Universities	
(i)	Without the approval of the Management Services Department, 04 Administrative consultants at Rs. 75,000 monthly for 04 University Colleges and an Auditor with an allowance of Rs. 100,000 had been recruited on contract basis for a period of 12 months and 6 months respectively for the activities of the Universities.	<p>Consultants have been appointed for this post under the contract basis. Relevant Consultants have been selected using Procurement process. University colleges are recently established institutes. Their Staff also less experienced and newly appointed. Retired officers of the University sector with experience in administrative and financial aspects have been recruited to the university to establish administration and financial duties of University colleges as suit to University.</p> <p>Approval of the Department of Management Services is requested to appoint an officer for the post of Senior Assistant Internal Auditor, but approval is not received. Therefore to achieve relevant duties, officers have been recruited for these posts on contract basis.</p>
(ii)	It was unable to check in audit that the qualifications of the 04 Administrative Consultants and the Auditor due a Scheme of Recruitment for the above recruited officers had not been got approved.	The selection criteria for these Consultants have been approved by the Board of Governors. Relevant Certificates require to verify the qualifications of these officers are placed in Assistant Bursar (Supply).
(f)	46 computers had been purchased on 02 March in the year 2017 for establishing a lab for the Department of Management Studies and computers and equipment valued at Rs. 5,841,172 had been issued to the other divisions out of the purpose.	Computers purchased for establish a laboratory for Department of Management Studies were used to establish a laboratory under Technical Services unit. This laboratory is used by students of the Department of Management studies as well as other departments. Accordingly, this laboratory is used by lot of students presently. Since this laboratory is under the Technical Services Unit, doing maintenance is easy. Also constructing a classroom as a laboratory , will be avoided the limiting amount of class rooms. Therefore those computers were assigned rightly to laboratories and remaining computers were issued to Language Lab, Technical services Unit and Vice Chancellor Office as the requirement.
(g)	It had not had been specifically identified what are the social responsibilities in relation to the University and a sum of Rs. 300,000 had been spent under social responsibilities for the annual trip of the Welfare Society.	Since Annual Trip is organized with the purpose of Harmony and socialization of the University Staff , it has been assigned under the Social Responsibilities in Accounts.

4.3	Operating Activities																		
(a)	Even though, the university had planned to release the results of the exams conducted by the University within 03 months, it had been unable to issue the results as expected due to it had been spent for a period of 01 month to 09 months for the evaluation of marking sheets of the exams held in the year 2017. Reasons for the delay had not been clarified to the audit and a method for avoiding the delays had not been prepared.	Currently there is no method of reducing charges while delays are happening when submitting marks. Will take actions in the future to give instructions to relevant divisions to pay the last installment after submitting marks of the paper marking.																	
(b)	Appointment of Visiting Lecturers for the Degree Courses																		
(i)	<p>Even though the University had enrolled more students for the weekend degree courses, it was observed that more lecture hours had been allocated for the degree courses conducted on weekdays as per the study work plans and time tables of the internal lectures. Due to not paying attention on that is planning the study work, it had to pay a sum of Rs. 18,642,743 for the visiting lecturers during the year under review, enough though there are 49 internal lecturers in the University of Vocational Technology. Details appear below.</p> <table border="1" data-bbox="324 954 1070 1169"> <thead> <tr> <th rowspan="2">Course Period</th> <th rowspan="2">No. of Degree Courses</th> <th rowspan="2">No. of Students Enrolled</th> <th colspan="2">Number of hours allocated for the lecturers</th> </tr> <tr> <th>Internal</th> <th>External</th> </tr> </thead> <tbody> <tr> <td>Weekdays</td> <td>10</td> <td>397</td> <td>7662</td> <td>4882</td> </tr> <tr> <td>Weekends</td> <td>13</td> <td>489</td> <td>2244</td> <td>10819</td> </tr> </tbody> </table>	Course Period	No. of Degree Courses	No. of Students Enrolled	Number of hours allocated for the lecturers		Internal	External	Weekdays	10	397	7662	4882	Weekends	13	489	2244	10819	<p>The Academic Staff of the University should exist as one Lecturer for 16 students. But Academic Staff of this University is insufficient for the number of students at the University. 30% of the existing Academic Staff of the university on the Study leave.</p> <p>Accordingly, It's required to obtain the service of experts with experience and skills in the field since there is no sufficient staff for teaching activities of the degree programmees of the university. Recruiting 75% of the approved cadre of the Academic Staff and hiring visiting lecturers for remaining is practiced in other universities also.</p>
Course Period	No. of Degree Courses				No. of Students Enrolled	Number of hours allocated for the lecturers													
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Weekends	13	489	2244	10819															

(ii)	<p>Accordingly, appointments had been given to the visiting lecturers for 534 lecture hours of the Foundation Programme conducted for the students enrolled relating to the academic year 2017/2018 of the University and for 17,674 lecture hours for the students enrolled relating to the academic years 2014/2015,2015/2016,2016/2017.</p>	<p>Mathematics knowledge of newly recruited students of this University remains in a weak level. Therefore service of the expertise lecturers who gained special training in Mathematics has been obtained.</p>
4.4	<p>Idle and Under Utilized Assets</p>	
	<p>The official residence of the Director General belonging to the University had remained idle without being used from November 2012 up to the end of the year under review.</p>	<p>As the nature of the service of post of Vice Chancellor and Registrar , require to stay night at the university for necessary occasions, thus those quarters have been constructed. Repairs require for maintenance of those quarters are being doing and Director General stay there at the require occasions.</p>
4.5	<p>Staff Administration</p>	
(a)	<p>When absorbing the staff into the University of Vocational Technology on 12 October 2012, 10 members of the academic staff who had not fulfilled the qualifications had been absorbed for the post in a manner of personal to the holder. However ,even though it had been lapsed 8 years from the institution of the University , 06 officers who had been absorbed for the post in a manner of personal to holder ,had not completed the required qualification up to this.</p>	<p>Recruitments and restructuring of the university was done according to the Letter No: DMS/E4/47/2/280/1 of the Department of Management Services (Annex 2) , letter dated 2009.07.27 on Approving staff of the University of Vocational Technology, Letter No: DMS/E/280/2 dated 2012.12.31 on Approving Staff based on the provisions of the Management Services Circular 30 (Annex 3) and the letter No:2012.12.31 dated DMS/E/280/2 on implementing provisions of the Management Services Circular 30. When absorbing 8 academic officers have been recruited on Personal to holder ,based on the 4th sentence of the letter on implementing provisions of the Management Services Circular 30. two officers of them have been completed relevant qualifications ,thus they have been established on the post of Senior Lecturer by removing the designation as personal to holder. Two of remaining are evolving qualifications and no information on the personal file for other six officers.</p> <p>Also when absorbing these officers , no any condition have been informed them who included in this Audit query.</p>

(b)	<p>It was unable to confirm the qualifications required as per the scheme of recruitment for 02 officers of Senior lecturers-Grade 1 recruited in the year 2017 and for an officer recruited post of lecturer.</p>	<p>Service of high qualified Academic Staff should require to continue academic activities of this university. Thus applications were called to recruit for the post of Senior Lecturer Grade I and no application were recived from the internal staff. Therefore external applicants who qualified by experience in follwing qualifications were recruited at the interview.</p> <p>At least six years’ experience in one or one of the following.</p> <ol style="list-style-type: none"> 1. Teaching at university level or/ Higher educational Institution. 2. Professional experience in a recognized mercantile establishment. 3. Research relevant to his/ her field of specialization in a recognize institution. 4. Post graduate studies. <p>Copies of the relevent Cetificates are included in their personal files to prove relevent qualifications with above mentioend experience.</p>
5.	Sustanable Development	
5.1	Sustanable Development Goals	
	<p>As per the United Nations Year 2030 “Agenda” on Sustainable Development ,even though actions should be taken by each public institutions and University had not been aware on how should be implemented regarding the activities which comes under own scope relating to the year under review.</p> <p>Accordingly,even though it had been identified that promoting lifelong learning opprtunities for all by ensuring inclusive and equitable quality education nad also ensuring equal access for all women and men for quality technical , vocational and tertiary education by 2030,as the targets for achieving the goals of the aministry of Skills Development and VocationalmTraining in relation to Sustainable Development, it was observed as per the information presented to the audit that taking actions to convert th University into a Green university had been identified as Sustanable Development</p>	<p>The Green University concept is a programme implimenting under the University of Vocational Technology.</p> <p>Sustainable Development Goals have been sent time to time to the Department of Skills Development and Vocational Training.</p>

	Goals.	
6.	Accountability and Good Governance	
6.1	Internal Audit	
(a)	An adequate staff had not been attached to the Internal Audit Unit of the University, only Internal Auditor, an Associate Officer and an officer of clerk grade had been attached.	Since approved amount of cadre positions for this university is insufficient, forwarded to the Department of Management Studies for the approval, but approval is not received. From the approved list of Staff, staff members are included in this query, have been assigned to the Internal Audit Division.
(b)	An adequate internal audit had not been performed as it covers the areas such as, achieving the targets of the university, performance accounting and evaluation of internal controls of financial and operational areas by paying attention to the Management Audit Circular No. DMA/06 dated 23 December 2011, and the Financial Regulation, 133 (2) (a) (i), and it was observed that more time had been spent for the prior audit activities of the University. Only 10 internal audit reports had been issued for the year under review.	Audit activities of the year is implemented according to the Annual Audit Plan prepared with the approval of Management Committee and the Board of Governors. Auditing Capital Payment process which is higher than 2 millions before doing payments, Solving problems on salaries and auditing before doing payments, preparing documents and reports submitted to the Committee on Public Enterprises, submitting answers for the audit inquiries adducted time to time from department of Audit General and other duties of the Audit Plan are done by the Internal Audit Unit.
6.2	Procurement and Contract Process	
6.2.1	Procurement	
(a)	In contractor to paragraph 3.6.1 of the Procurement Guideline, University had re-ordered and purchased the goods of Rs. 1,130,160 in 02 occasions during the year under review.	Initially, 17 laptop computers were obtained according to the instructions of the relevant Academic and non-academic staff members and 2 photocopy machines were obtained under the method of comparing prices. Secondly, 7 laptop computers and a photocopy machine were obtained and those were not identified at the first time. Thus laptop computers were obtained secondly for the use of 7 Academic and non-academic officers and photocopy machines were requested for essential divisions later. Since two photocopy machines of the university photocopy Unit had not been worked, the photocopy machine is obtained to prepare documents and take photocopies of the Supply Division. Also these laptops were initially purchased by a newspaper advertisement under the National Competitive pricing method. Since those computers were valued for more competitive bidding prices, purchase once again for same price is favorable economically to the University. Also facts such as changes of exchange rates due to increments of dollar prices were not relevant for these

		prices. Therefore purchasing goods with these prices was not unvorable economically.
(b)	Even though at least 03 bids should be obtained for the procument as per the Procument Guideline , in contractory to that a Library Managment Software had been purchased as Rs. 420,000 based on the bid. Accordingly, procument had not been directed to a compittion had hence it was observed that economic benefits to be obtained by the University had been lost. Thus, even though the procument committee had decided to purchase on 25 May 2016 based on the price obtained on 27 April 2015, the committee had not paid attention towards the technical changes ,changes in prices and changes in organizational requirments during that period.	When establishing softwares the highest version of it is used. Since preparig books according to that softwares is done based on the international standards, it was not changed with time. Since required expert knowledge is gained from a State University, The Open University is agreed to initiate works without a change in prices. Since after a year also the money had to be paid was minimum, thus the Institue received a profit.
(c)	Purchsing of 38 Air Conditioned Machines	
(i)	38 Air conditioned Machines had been purchased by incurring Rs. 10,510,000 during the year for fixing to the recording studio constructing in the University and in exception to the plan, 03 machines thereof had been fixed to the Vice Chancellor’s offical residence.	Priliminary Plans and Estimates were prepared when purchasing these AC machines to airconditioning suggested Sound Lab and 13 class rooms and purchasing was done accordingly. But later decided to convert a classroom of that 13 class rooms to a Audio and projection studio. Since AC machines which were planned to purchase were not match with the requirement of the suggested Audio and Projection Studio, three AC machines were not fixed on the relevent venue. Meanwile It has been decided to fix AC machines for Vice Chancellor Quarters , since capacity and specifications of the above mentioned AC machnes were matched with the relevent requirement of the quarters , decided to fix those 3 AC machines at that quarters.

		<p>Following benefits are gained through it.</p> <ol style="list-style-type: none"> 1. Able to obtained higher value of discount rather than purchasing only 3 new AC machines. 2. Charges to be expended for recalling tenders were not expended. 										
(ii)	<p>It was observed that Bill of Quantity had been altered for the technical evaluations as it complies with specification list presented by the selected supplier, in exception to the University requirement included in the Bill of Quantity specification prepared for calling bids by the technical evaluation committee.</p>	<p>11 institutes had been presented tenders and all were eligible for the preliminary evaluation. 4 institutes of them were eligible for the Detail evaluation. The Potential Difference of the Specifications of those 4 bidders are as follows.</p> <table border="1"> <thead> <tr> <th>Bidder No</th> <th>Potential Differance of Power Supply</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>(220v -240v)</td> </tr> <tr> <td>03</td> <td>Complete (405v -425v)</td> </tr> <tr> <td>05</td> <td>(380v -415v)</td> </tr> <tr> <td>11</td> <td>(380v - 415v)</td> </tr> </tbody> </table> <p>According to the above table, selected bidders, Bidder No 11 and Bidder No 05 had been presented same specifications value 380v -415v. Also , Bidder No 3 had been presented 405v -425v for the value included in the specification prepared by the Technical Evaluation Committee. The eligible Bidder No 02 for the detail evaluation had been presented difference value for this. But no any bidder had been removed from the further evaluation based on the value presented for this specification. According to the above information it has been seemed that by stating 405v -425v instead of 380v -415v in the Technical Evaluation Committee report was not unfair to any bidder. Also selected bidder had not received any benefit due to this.</p>	Bidder No	Potential Differance of Power Supply	02	(220v -240v)	03	Complete (405v -425v)	05	(380v -415v)	11	(380v - 415v)
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(d)	<p>In exception to the specifications included in the specifications prepared by the technical evaluation committee, modifications and purchases totalling Rs. 13,805,838 had been done in 04 occations. Accordingly ,duties of the technical eevaluation committee had not been fulfilled properly and it was unable to</p>	<p>In these four occations, the specification provided by the bidder and the specification of the good expected to be purchased had not been compared by the Technical Evaluation Commitee. But bidder has been selected to purchase the relevent good giving attention for a higher feverable occation rather than the despite factor of the specification. The institute got a benifit through it.</p>										

	satisfy in audit about the quality of the purchased item or the service.	Not happened a disadvantage.
(e)	Purchasing of Photocopy Machines	
(i)	Even though the technical evaluation committee dated 12 May 2017 had recommended to purchase 2 photocopy machines at a price of Rs. 153,000 each (Without Taxes) , evaluations had not been done stating the two institutions who presented bids are not complying with the specifications considered by the university. Accordingly, 02 photocopy machines had been purchased at Rs. 351,900 (With Taxes) on 22 May 2017 from the lowest bid presented institution and according to the bids presented by that institute, a proper evaluation regarding the placement cost of the parts and the unit cost per photo copy relating to machines for which the bids were presented by the institution had not been done by the technical evaluation committee.	A Compile Sheet has been prepared to purchase Photocopy machines. Specifications of the Ewis Peripherals (Pvt) Ltd and Resprographics (Pvt) Ltd are not matched with the our specification.
(ii)	Technical evaluation committee had not evaluated regarding the service and maintenance expenses occurs after the period of 03 years which should be given for the photocopy machines by the procuring institution.	The warranty certificate for 3 years has been obtained and they have informed that spare parts and service can be provided for another three years. Also they have agreed to prepare service agreement after the three years.
(iii)	Agreement period for the security and cleaning service of the University had been ended and it was observed that, agreement period had been extended by the procument committee without the approval of the Board of Governors of the University.	The Technical Evaluation Committee for the Cleaning Service from 2018 was not finished when the agreement between University and the Institute who providing Cleaning Service for the University had been finished on 15 th December 2017. Therefore the agreement has to be extended to continue cleaning service of the University , approval of the procurement committee received for it. Advice has given to relevant sections to continue this service according to a competent policy.

<p>6.2.2</p>	<p><u>Deficiencies in Contract Administration</u></p> <p>Even though Rs . 260.26 million had been expensed for the Learning Resources Development Centere prposed to be constructed with the objectives of incresing the number of students enrolling in the University of Vocational technology, increasing the capacity of institute ,learning environment and conducting postgraduate degrees by the end of the year under review and constructions had not been completed up to this. Equipment of Rs. 21.79 million had been purchased during the year under review for the building complex where constructions had not been completed and it was observed that ,the equipment had been idled.</p>	<p>Commencement and continuation of that works for the suggested Television Studio Complex of the Learning Resource Development Centre has been assigned to a government institution namely Central Engineering Construction Bureau (CECB) by a cabinet decision.</p> <p>This construction has to be done with more professional experience rather than constructing a general building. Therefore all duties such as planning, construction and providing consultation service of this Television Studio Complex were assigned to Central Engineering Construction Bureau (CECB) by a cabinet decision.</p> <p>The ministry of Skills Development and Vocational Training adjourned constructions while constructions are ongoing. After removing the discontinuance required instruments were purchased with the assumption of construction will be finished at the due date. Constructions are almost finished right now ; commencement of duties of the Television Studio Complex will be done after finishing all construction works and fixing relevant instruments.</p>
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