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தொழில் அமைச்சு
Ministry of Labour

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ஆண்டு செயலாற்றுகை அறிக்கை
Annual Performance Report
2025

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Ministry of Labour

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Chapter One

Institutional Profile/ Executive Summary

Ministry of Labour

1.1. Introduction

The prime mission of the Ministry of Labour is to formulate and implement policies to enhance the contribution of the local labour force to economic development by protecting the occupational rights of private and semi-government employees, ensuring social security, ensuring industrial peace, directing skilled labour to the job market, providing employment, ensuring job security and promoting productivity in the country. In pursuit of this mission, the key function of this Ministry is to formulate policies, plan, implement, monitor and follow up on programmes and projects related to the scope of labour and the scopes of departments and institutions affiliated to the Ministry, based on the tasks assigned and national policies in terms of the Gazette Extraordinary Notification No. 2412/08 dated 25.11.2024, in accordance with the sustainable development goals and international conventions ratified by Sri Lanka the Government.

1.2. Vision, Mission and Objectives

Vision

A satisfied, productive labour force

Mission

Contribute to socio-economic development through industrial peace and cooperation, social protection, safeguarding labour rights and promotion of productivity.

Objectives

- Strengthening employer-employee relations through tripartite empowerment.
- Ensuring working conditions and employee rights align with international standards.
- Elimination of child labour.
- Empowering working women, strengthening occupational safety and occupational laws, rights.
- Updating labor laws, rules, and procedures.
- Formulating effective strategies to ensure social security of working people.

1.3. Key Functions of the Ministry

- Policy formulation, implementation, monitoring and following up of programmes and projects in relation to the subjects of Labour, based on the national policies implemented by the government.
- Dealing with other matters relating to the administration of the Labour Tribunals.
- Formulation and implementation of policies for labour relations standards, employee administration, welfare and health in line with international standards.
- Maintenance of cooperation with International Labour Organization and International Social Security Associations.
- Ratification and implementation of International Labour Organization conventions in Sri Lanka.
- Representing Sri Lanka at the International Labour Conference

- Administration and regulation of Employees' Provident Fund, private provident Fund and private pension schemes.
- Providing guidance and facilitating for labour relations and the resolution of labour disputes.
- Matters relating to formulation and regulation of rules and regulations relevant to labour relations.
- Registration of trade unions and introduction and implementation of positive measures for harnessing activities of all trade unions in the public and private sectors for the country's development.
- Coordinating social security matters with the Ministry of Finance.
- Eliminating barriers for women to effectively occupy executive and management positions.
- Providing the necessary support and guidance for career guidance and career development, and for the collection and analysis of labour market information.
- Providing guidance and facilitating for planning and implementing the necessary training and research to create a labour force that is knowledgeable about labour acts, laws, and regulations.
- Providing the necessary guidelines and facilitating to establish and enhance occupational safety and health in the workplace, in line with the modern world and international standards.
- Providing public services within the purview of the Ministry in an efficient and public friendly manner

1.4. Divisions under the Ministry

1.4.1. Administration and Establishments Division

The Administration Division is functioned in three sub-divisions: Administration, Establishment and Legal. The Administration and Establishment sub division handle the ministry's administration, human resource management, general maintenance, staff training, coordination of departments institutions affiliated to the ministry.

Meanwhile, the Legal section is responsible for taking necessary steps to update existing labor laws to align with new trends, introducing and implementing new rules and regulations to facilitate the execution of ratified international conventions with follow-up activities. Further, functions performed by the Administration Division are as follows.

- Preparation of cabinet memoranda and taking action in respect of cabinet decisions.
- Providing answers to referrals made by the Consultative Committee and Public Petitions Committee as well as parliamentary questions
- Submission of annual reports and performance reports of the Ministry and all departments and statutory institutions under the Ministry to Parliament.

- Collection and submission of declarations of assets and liabilities of relevant officers in accordance with the regulations of the Commission to Investigate Allegations of Bribery or Corruption.
- Handling reservations, maintenance, and administrative activities of the Ministry's circuit bungalow in Ampara.
- Managing matters related to lands and buildings owned by the Ministry and by departments and statutory institutions under it.
- Handling matters related to the appointment of boards of directors of statutory institutions functioning under the Ministry.
- Handling activities related to July strike compensation payments.

1.4.2. Development Division

This division comprises three principal sections: Development, Foreign Relations, and Legal. It is entrusted with the administration and coordination of all matters pertaining to these sections. As a member state of the International Labour Organization (ILO), Sri Lanka maintains active engagement with the organization. Guided by internationally recognized conventions and recommendations, the division is responsible for the formulation of policy decisions aimed at safeguarding labour rights within the country and addressing issues arising in the labour sector. The principal functions undertaken by this division are outlined below:

- Submitting to the International Labour Organization, as required, reports on the progress made in implementing within Sri Lanka the conventions of the ILO that have been ratified by Sri Lanka.
- Informing the international community, as necessary, of the progress achieved by Sri Lanka in relation to the labour sector.
- Taking necessary measures to resolve issues prevailing in the labour sector by obtaining financial and technical assistance from the International Labour Organization.
- Taking appropriate action to update existing labour laws, amend them in line with emerging trends, introduce new laws, implement them, and conduct follow-up reviews.
- Entering into new memoranda of understanding/agreements with foreign counterparts relating to the labour sector, as well as updating and reviewing the effectiveness of existing agreements or understandings.
- Engaging in regional and global dialogues and related activities with foreign stakeholders concerning labour matters, including participation in joint committee meetings.
- Organizing special programmes conducted by the Ministry (such as mobile service programmes).
- Acting as the principal stakeholder for care cooperative programmes implemented with the financial and technical assistance of the International Labour Organization.
- Managing and following up on public complaints referred from the Presidential Secretariat, the Prime Minister's Office, and the Hon. Minister, as well as those received directly by the Ministry.

1.4.3. Planning and Monitoring Division

Devising plans of the Ministry and all institutions under its purview required for navigating the development plans towards the set targets, and the implementation of them, progress review and follow up thereof are the key functions of this division. In addition, the division executes the following duties as well.

- Preparing, implementing, and reporting on strategic plans and annual action plans in alignment with the national policy framework.
- Preparing the annual action plan, outlining the development goals of the Ministry and its affiliated institutions, and submitting it to the relevant stakeholders and making them implement the plan, at the same time, monitoring and encouraging the achievement of the targets through progress review and follow up thereof.
- Coordinating with the Presidential Secretariat, Ministry of Finance, Department of Project Management and Monitoring and Department of National Planning in terms of National Budget Circular and submission of progress reports monthly and quarterly.
- Identifying and submit project proposals for preparation of annual budget estimates.
- Preparing the annual performance report detailing the progress achieved by the Ministry and submission of progress report for the committee stage debate of the budget.
- Appraising development project proposals related to the curriculum and referring to the Department of National Planning as appropriate.
- Contributing as relevant to action plans implemented by various Ministries.

1.4.4. Finance Division

The core responsibility of the Accounts Division is to take necessary measures for efficient, effective and economical administration of financial resources allocated from the annual budget to the Ministry in compliance with state policies.

- Conducting Annual Board of Survey as per Public Finance Circular 01/2020
- Preparation of reports related to the agency of the financial authority and carrying out the work of delegation of financial powers
- Preparation of Annual Budget Estimate
- Preparation of Annual Financial Statement
- Preparation of Committee Report on Public Accounts
- Submission of monthly and quarterly financial reports to the General Treasury and other relevant institutions.
- Updating and maintaining the audit query documents and forwarding the answers to the relevant audit queries to the Auditor General

1.4.5. Internal Audit Division

The internal audit activities of the Ministry are carried out in terms of as per the appointments made in terms of Section 40 of the National Audit Act to ensure that the responsibility of the Chief Accounting Officer is carried out as set out in Section 38(b) and (f) of the said Act and requirements of Circular No. 01/2019 dated 12/01/2019 of the Department of Management Audit and the powers vested in the Internal Audit Division in terms of FR 133 and FR 134.

The responsibility conducting the relevant internal audit activities of the Ministry of Labour and Departments and Institutions under it and carrying out special investigations as per the requirement also fall under the scope of internal audit.

- Assessing the effectiveness of the internal audit and control system within the organization.
- Examining whether the institutions comply with the Establishment Code of the Government, the Finance Regulations of the Government, and the Finance Regulations and circulars, as well as other supplementary instructions periodically issued by the Ministry of Public Administration and the General Treasury.
- Efficient management of internal audit activities in alignment with the mission and objectives of the Ministry of Labour, its departments, and other affiliated institutions, adhering to audit principles and systems.
- Assessing the control systems established to ensure adherence to policies, plans, procedures, laws, and regulations that may significantly impact the activities of the Ministry.
- Evaluating and verifying the measures taken to protect assets and verify the existence of assets.
- Evaluation of activities or programs and verification of information to ascertain whether physical and financial progress has been achieved in accordance with the established objectives of the Ministry
- Provide guidance to establish appropriate internal control processes and risk management processes for each division of the organization
- Communicating findings post-audit and submitting necessary corrections thereafter.
- Preparation and implementation of annual audit plan
- Making necessary arrangements for the submission of reports to the Department of Management Audit by the due date.
- Convening the Audit and Management Committee meeting and conducting the necessary activities
- Performing and reporting on specific duties as assigned by management from time to time.

1.5. Institutions Affiliated to the Ministry

1.5.1. Department of Labour

The key function of the Department of Labour is to create a decent working environment by safeguarding the rights secured under labor laws to the employees of the private and semi-government sectors, who represent the majority of Sri Lanka's total workforce. This is achieved through promotion of employer-employee relations and the protecting industrial peace and harmony at the institutional level.

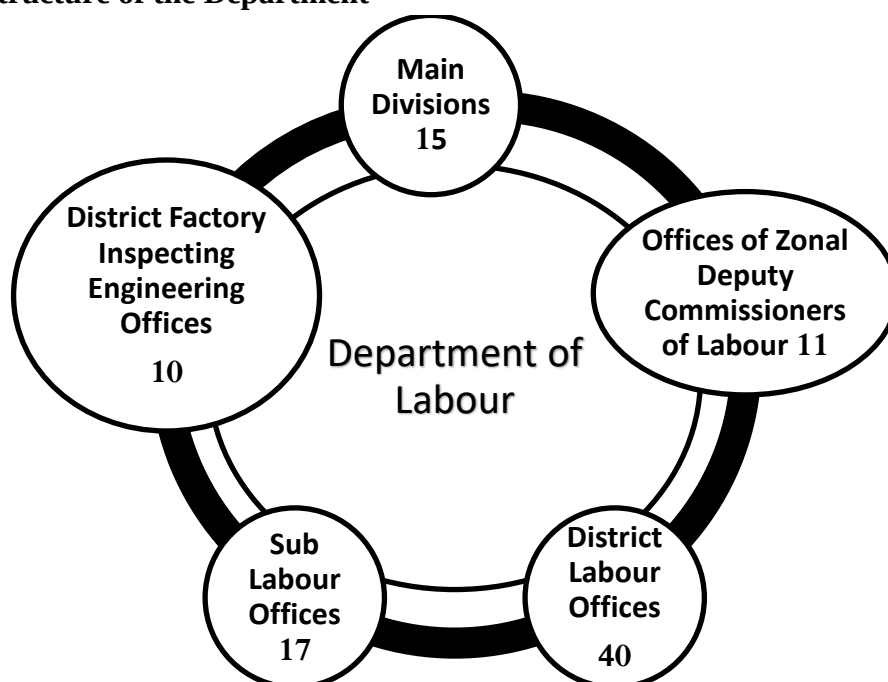
With a history over a century, the Department of Labour has currently initiated necessary steps to provide a more efficient service through digitalization. In particular, introduction of electronic services (e-services) will provide clients with the opportunity to fulfill their requirements more easily and efficiently.

Accordingly, the Department functions proactively to promote industrial harmony by nurturing constructive employer–employee relationships and strengthening the protection of workers’ rights.

Key Functions

- Making arrangements to enhance employer-employee relations at the institutional level by promoting social dialogue.
- Ensuring the protection of workers' rights through the enforcement of labour laws.
- Settling industrial disputes through resolution, collective agreements, and arbitration.
- Providing social security for employees through the Employees' Provident Fund.
- Addressing the occupational safety and health of employees.
- Taking measures to eliminate child labor and forced labor.
- Taking necessary action to ensure the occupational safety and protection of employed women and young persons.
- Safeguarding labour standards by strengthening wages and conditions of employment.
- Collecting, analyzing, and publishing data as required for decision making related to the labour sector.

Structure of the Department



Main Divisions of the Department of Labour

- | | |
|---|--|
| ✓ Industrial Relations Division | ✓ Enforcement Division |
| ✓ Special Investigations Division | ✓ Administration Division |
| ✓ Labour Standards Division | ✓ Finance Division |
| ✓ Industrial Safety Division | ✓ Planning, Research, Training, and Publication Division |
| ✓ Occupational Hygiene Division | ✓ Information Technology Division |
| ✓ Women and Children's Affairs Division | ✓ Internal Audit Division |
| ✓ Employees' Provident Fund Division | ✓ Statistics Division |
| ✓ Construction and Maintenance Division | |

1.5.2. Department of Manpower and Employment

The Department of Manpower and Employment was established in 2010 under the Ministry of Labour Relations and Manpower, in accordance with the provisions of the Extraordinary Gazette Notification No. 1640/31 dated February 12, 2010. It currently functions under the Ministry of Labour. Established as a "Grade A" department, its designated subjects include the promotion of employment, employment planning,

employment and labor market information, and vocational guidance programs. Additionally, the department is assigned with the responsibility of maintaining public employment services and implementing the provisions of the National Human Resources and Employment Policy.

Utilizing survey data compiled by its Labor Market Information Unit, the department implements district and divisional-level programs related to vocational guidance and job creation promotion. Through these initiatives, unemployed youth are directed towards employment opportunities in the private sector.

1.5.3. National Institute of Labour Studies

The National Institute of Labour Studies (NILS), which currently operates under the Ministry of Labour, was established on 11 September 2007 and is governed by the provisions of the National Institute of Labour Studies Act No. 12 of 2010. The Institute is administered by a governing board comprising representatives of the tripartite partners in the labour sector employers, employees, and the government.

The primary function of the Institute is to plan and implement the necessary training and research activities required to develop an informed and productive labour force that is knowledgeable about labour laws, regulations, and procedures. With the objective of providing a more effective service to trade union activists and worker representatives, the National Institute of Labour Studies is presently located on the second floor of the Department of Labour Secretariat Building.

Key Functions

- Conducting labour study programmes in collaboration with local or foreign institutions, taking steps to ensure the welfare of workers to make them active participants in the development process.
- Conducting seminars, workshops, conferences and meetings on labour studies and publishing magazines, journals, periodicals, and books.
- Conducting research, surveys and making arrangements for courses related to labour studies, establishing and maintaining library and information services.
- Working in close cooperation with national and foreign institutions, organizations, associations, and societies with similar objectives.
- Conducting courses, including diploma programmes in labour studies, in collaboration with universities and similar institutions and awarding certificates and diplomas as necessary
- Engaging in activities aimed at maintaining industrial peace.

1.5.4. National Institute of Occupational Safety and Health

With the objective of creating a safe and healthy workforce in Sri Lanka through the adoption of sound occupational safety measures and good health practices, the National Institute of Occupational Safety and Health (NIOSH) was established as an affiliated

institution under the then Ministry of Labour and Labour Relations, by the National Institute of Occupational Safety and Health Act No. 38 of 2009.

This institute works on to creating a prolific workforce in Sri Lanka through daily environmental measurement surveys, risk assessment and medical examinations as well as trainings conducted as special programmes, projects and activities carried out on the basis of international cooperation with other countries.

Key Functions

- Advising the Government in the formulation of a national policy on occupational safety and health concerning the working environment of both employers and employees, taking into account their safety, job security, and the nature of employment.
- Providing guidance to the Government on the measures that should be taken to prevent accidents and injuries occurring in workplaces in connection with employment.
- Conducting and supporting investigations, educational programmes, surveys, and research related to occupational safety and health.
- Providing advisory services to any institution or individual on the proper use of equipment, hazardous substances, physical, chemical, or biological agents, products, or other dangerous materials.
- In collaboration with other institutions or with universities in Sri Lanka or abroad, or independently, providing education and necessary training on occupational safety and health and related subjects to employers, residents, employees, or any other persons requiring such training, and awarding certificates or diplomas upon completion of such education or training.
- Providing services related to the proper use of equipment, hazardous substances, physical, chemical, or biological agents or products, as well as on the prevention of psychosocial and identified hazards.
- Supplying information to the Minister regarding legal requirements on standards, symbols, labels, and regulatory guidance related to occupational safety and health, and assessing whether such requirements are being properly implemented and effectively carried out.
- Assisting in the collection, preparation, dissemination, and publication of information related to occupational safety and health.
- Organizing and supporting conferences, workshops, and other programmes related to occupational safety and health.
- Coordinating inter-ministerial projects, programmes, and activities concerning occupational safety and health.
- Establishing and maintaining libraries and laboratories to promote and enhance training in occupational safety and health.
- Developing research and specialized laboratories.

- Maintaining relationships with national and international institutions, universities, and other organizations engaged in occupational safety and health.
- Establishing national standards in the fields of occupational safety and health.

1.5.5. Office of the Commissioner for Workmen's Compensation

The Workmen's Compensation Ordinance No. 19 of 1934 was enacted to provide compensation in respect of accidents occurring in the course of employment. Several amendments have been made to this Ordinance on different occasions, and the latest amendment was effected by Act No. 10 of 2022. The Workmen's Compensation Court, which exercises the powers of a District Judge and a Magistrate, consists of 14 circuit courts covering the entire island. The judicial officers appointed by the Judicial Service Commission include the Commissioner of Workmen's Compensation, the Additional Commissioner of Workmen's Compensation, and the Deputy Commissioner of Workmen's Compensation, among others, making up a total of 43 positions, which also include a Class I post of the Sri Lanka Accountants' Service and a post of the Sri Lanka Administrative Service. The main objectives of the Office of the Workmen's Compensation Commissioner are to pay compensation to employees injured in accidents arising out of and in the course of their employment, to pay compensation to employees suffering from diseases contracted due to the nature of their employment, and to pay compensation to the dependents of employees who die as a result of such accidents occurring in the course of employment.

For judicial proceedings relating to workmen's compensation, the Criminal Procedure Code, the Civil Procedure Code, and the Evidence Ordinance are applicable, and the appeal procedure is similar to that of a District Court.

Key Functions

- Paying compensation to employees in the public and private sectors in respect of accidents, occupational diseases, or deaths occurring in the course of employment (According to the latest amendment Act No. 10 of 2022, the maximum amount of compensation payable is Rs. 2,000,000).
- Maintaining accounts at the National Savings Bank, under the custody of the Commissioner of Workmen's Compensation, on behalf of minors until they reach the age of majority and carrying out the related administrative functions.
- In instances where employers evade the payment of compensation due to employees injured in accidents, taking legal action to confiscate their movable and immovable property, selling such property at public auction, and paying compensation from the proceeds.
- Issuing, renewing, and cancelling Workmen's Compensation Insurance Licences.
- Conducting on-site inspections at locations where accidents involving employees have occurred.
- Paying compensation to employees working on ships and aircraft registered in Sri Lanka for accidents occurring outside the country.

1.5.6. Shrama Vasana Fund

The Shrama Vasana Fund, established under the Shrama Vasana Fund Act No. 12 of 1998 (as amended by Act No. 15 of 2019), is an institution functioning under the Ministry of Labour that was initiated for the welfare of workers. Since its inception, the Fund has implemented various welfare programmes in accordance with the 06 objectives outlined in the Act, contributing to the well-being and advancement of Sri Lankan employees.

At present, the main source of income for the Shrama Vasana Fund is the revenue generated from the “NLB Jaya” lottery, conducted by the National Lotteries Board on Saturdays and Sundays. This income depends on the sale of lottery tickets, and with the increase in lottery sales, the services and welfare activities carried out for the benefit of workers can also be further expanded.

Key Functions

- Promotion of the welfare of employees and their dependants.
- Providing financial and other assistance to employees when the institutions they were working in, are closed down without prior notice.
- Providing medical and other facilities to employees and their dependants in times of emergency
- Providing temporary assistance to employees when inquiries are instituted against them.
- Providing financial and other benefits to employees or their dependents, in times of distress.
- Presenting gifts to persons who have rendered outstanding service to employee welfare.
- Providing financial relief to obtain legal assistance to employees where proceedings in respect of termination of employment of an employee or of an industrial dispute, is initiated or pending under the provisions of any written law, before the Commissioner General of Labour, a Labour Tribunal, an Arbitrator or an Industrial Court or any court of law.

Chapter Two

Progress and Future Outlook

Progress and Future Outlook

According to the Labour Force Survey-2024 of the Department of Census and Statistics of Sri Lanka, the country's labour force is 8.3 million, of which 7.9 million are employed. According to the data of the same source, the labour force in Sri Lanka is 8.46 million as of the third quarter of 2025, of which 8.09 million are employed. Of these workers, except for those in the public sector, those engaged in their own business and family businesses, it is the responsibility of the Ministry to maintain industrial peace in the country by implementing mechanism for safeguarding the labour rights, occupational safety and health of 3.4 million workers employed in the private and semi government sectors thus contributing to the socioeconomic development of the country. For this purpose, the Ministry and its affiliated departments and institutions are implementing a number of Programmes.

Accordingly, this chapter contains a summary of the progress achieved by the Ministry, departments and Institutions affiliated thereto up to 31 December 2025 through activities carried out for the realization of their respective objectives.

2.1 Legal Affairs

2.1.1 Strengthening Legal Framework to safeguard occupational rights

Formulating legal provisions in compliance with recognized national and international socioeconomic conditions and labour conventions and standards enabling an investment friendly environment in Sri Lanka and paving the way for the future advancement of the country is a timely responsibility entrusted to the Ministry. Currently, there are 50 acts and ordinances, and regulations in force in Sri Lanka aimed at safeguarding the rights and welfare of the working people. The Department of Labour has enacted these laws and regulations from time to time since its inception. Necessary steps have been taken to amend these laws and regulations to meet the challenges of the modern world of work.

- **Amending Labour laws with provisions meeting current demands**

The existing acts and ordinances enforced by the Department of Labour are insufficient to effectively respond to the contemporary socio-economic changes and the corresponding transformations in the world of work. There is a growing need for a labour law that not only safeguards the rights of the working community but also supports the sustainability of businesses and enhances the attraction for foreign investors. Similarly, there is a necessity to streamline and simplify the Acts, thereby eliminating complexities and ensuring benefits for all parties involved. For this purpose, an expert committee has been appointed with the approval of the Cabinet dated 04.08.2025 to amend the existing provisions of the acts currently in force. As of 31.12.2025, this expert committee has met for 09 days. Legal reforms are being carried out with the aim of enacting four acts namely Labour Standards, Industrial Relations, Occupational Safety & Health, and Trade Unions Relations, incorporating the new trends in the world of work introduced by the current Labour law reforms in Asian countries, as well as the provisions of the International Labour Organization conventions that Sri Lanka has currently ratified and are to be ratified in the future, in a manner that is suitable for the country.

- **Enactment of the National Minimum Wage of Employees (Amendment) Act No. 11 of 2025, the Budget Relief Allowance of Employees (Amendment) Act No. 09 of 2025 and the Budget Relief Allowance of Employees (Amendment) Act No. 10 of 2025.**

The above three Acts were passed in Parliament on 2025.07.22 with effect from 1st April 2025 in accordance with the 2025 Budget proposals. The National Minimum Monthly Wage was increased to Rs. 27,000.00 and the Daily Minimum Wage to Rs. 1,080 with effect from 01st April 2025. The National Minimum Monthly Wage was increased to Rs. 30,000.00 with effect from 01st January 2026. and the daily wage to Rs. 1,200.00.

- **Amendment of the regulations under the Shop and Office Employees (Regulation of Employment and Remuneration) Act, No. 19 of 1954, to enable women serving as waitresses in residential hotels to be employed on night duty**

As the tourism sector is currently growing rapidly, it has become a timely need to relax the existing legal restrictions so as to provide more opportunities for women to contribute to the service of providing hotels and accommodation facilities to them. Accordingly, the relevant Gazette Notification to amend the 3rd Order made under Section 66 of the said Act, including provisions for the employment of women as waitresses in residential hotels, has been submitted to Parliament for approval on 30.01.2026.

- **Amendment of the Employees' Provident Fund Act, No. 15 of 1958 to suit the welfare of employees and to suit the present**

As per the Cabinet decision CP No./24/1234/625/017 and dated 01.07.2024, the Bill has been referred to the Legal Draftsman on 06.08.2024 for preparation. Also, considering the current government policies, the Department of Labour has decided to further identify and revise the draft with necessary amendments to provide more efficient service to the members of the Employees' Provident Fund, to relax the conditions for the release of 30% benefits so that members and children can pursue higher education, to introduce the necessary provisions for the efficient completion of litigation, and to formalize the legal matters related to the regulation of approved provident funds.

- **Amendment to The National Institute of Occupational Safety and Health Act, No. 38 of 2009**

According to the Cabinet Decision CP No. /23/0396/625/003 dated 2023.03.07, the Cabinet of Ministers has approved the draft for the amendment of the National Occupational Safety and Health Institute Act prepared by the Legal Draftsman to be further considered and revised in accordance with the new government's 'Thriving Nation a Beautiful Life' policy framework. Accordingly, taking into account the new global and market needs, the Legal Draftsman has been directed to prepare a draft bill by incorporating new clauses into the Act to enable it to be reorganized as an Institute that provides qualifications for the production of chartered professionals in the field of occupational safety and health, and to enter into agreements with local and foreign Institution for the award of diplomas and degrees.

- **Amendment of the fines applicable to offences under the employment of women, young persons and Children Act, No. 47 of 1956.**

The current fine for the employment of children in maritime service and industrial undertakings and for the employment of children in other forms of employment and for the employment of children in hazardous child labour is Rs. 10,000/-. In order to further discourage those who

commit such offences, the Cabinet has approved the preparation of relevant amendments to increase the minimum fine to Rs. 100,000/-. As of 31.12.2025, the relevant amendments have been prepared and forwarded to the Attorney General's Department for examination of constitutionality.

- **Obtaining recommendations on implementation of the Industrial Disputes (Special Provisions) Act No. 19 of 2022**

Due to the high workload of the Magistrates' Courts, which exercise jurisdiction over a number of labour laws, along with other cases, including criminal cases, it takes a long time to resolve and finalise cases related to industrial disputes. Therefore, the Industrial Disputes (Special Provisions) Act No. 19 of 2022 was enacted to transfer the jurisdiction of the Magistrates' Courts regarding labour laws to the Labour Tribunals. The recommendations of the committee appointed to implement this Act, including the Judicial Service Commission, have been submitted.

- **Memorandum of Understanding between the National Institute of Occupational Safety and Health (NIOSH) under the Ministry of Labour, Changshin University, South Korea**

The relevant agreement to cooperate with foreign degree-awarding Institutes to send Sri Lankan students for occupational safety, language proficiency and industry-based practical training with the National Institute of Occupational Safety and Health and Changshin University, South Korea, has been submitted for approval to the Ministry of Foreign Affairs. The agreement incorporating the proposals received from the Ministry of Foreign Affairs is to be forwarded to the Ministry of Education, Higher Education and Vocational Education.

2.2 Development Activities

- **Development of the National Social Security Action Plan (NSCAP)**

Based on the National Social Security Strategy approved by the Cabinet in September 2025, the Government of Sri Lanka and the International Labour Organization (ILO) jointly initiated the preparation of a National Social Security Roadmap on 29 October 2025. The initial discussion of the Social Security Steering Committee (SCC) was held on 29.10.2025 with the joint participation of the Ministry of Women and Child Affairs, the Ministry of Rural Development, Social Security and Community Empowerment and the Ministry of Labour. It was decided to hold several technical workshops covering the entire island and the first meeting of which was held in Colombo on 25 November 2025. Accordingly, a preliminary draft of the Social Security Action Plan was prepared. Further, workshops for the sectors of Child Care, Elderly Care and Disability Care are planned to be held separately in the first month of 2026 with the technical support of the International Labour Organization.

- **Supporting the National Child Protection Policy**

The Ministry of Women and Child Affairs is implementing and reviewing the tasks to be performed by this Ministry and the Department in accordance with the Five-Year National Action Plan (2025-2029) on the National Child Protection Policy.

• **Handling and following up on public complaints**

A total of 1618 public complaints under the scope of Labour were received in the year 2025. The complaints received are as follows.

Table 2.1 – Public Complaints - by Institution Submitted

Complaints received from	Number of complaints
President's Office	13
Prime Minister's Office	35
Minister's Office	538
Deputy Minister's Office	13
General Government	205
Other Ministries and Institutions	5
Via Whatsapp	809
Total	1,618

Out of the above complaints, 1,424 have been resolved. Out of these, 20 complaints have been resolved by the Ministry and 1,394 complaints have been resolved through the intervention of the Department of Labour. Ten public requests not related to the Labour scope have been referred to the relevant ministries/Institutions. The number of complaints that are still pending final resolution, including complaints which are being processed in court and complaints which are at the mediation and investigation level. 194 complaints which are still pending final resolution, including complaints that are being referred to the Department of Labour.

• **Internal Affairs Unit**

The Internal Affairs Unit of the Ministry conducts an assessment of the national anti-corruption compliance by investigating corruption risks, receiving public complaints and investigating and addressing them, and sending relevant reports to the Commission for the Investigation of Allegations of Bribery or Corruption. Accordingly, 6 complaints were received to the Internal Affairs Unit, out of which investigation reports were prepared for 3 complaints and forwarded to the Presidential Secretariat and the Commissioner General of Labour as appropriate. Three irrelevant complaints were forwarded to the Department of Labour. A motivational Programme for the entire staff of the Ministry was held on 02.10.2025 at the Ministry Auditorium.

Furthermore, a Programme to inform the officials of the Ministry about the functions of the Internal Affairs Unit was held on 07.11.2025.

• **Responding to requested information**

Thirty three information requests were received in the year 2025 under the Right to Information Act No. 12 of 2016 and responses were given to 19 information requests related to the scope of labour. 14 information requests not related to the scope of labour have been forwarded to the information officers of the relevant Institutes.

2.3 Foreign relations

2.3.1 Maintaining international labour standards

- Cabinet approval has been received for Sri Lanka to ratify the “Violence and Harassment Convention” (C190- Violence and Harassment Convention) adopted by the International Labour Organization at the International Labour Conference held in 2019.
- An internal committee has been appointed to identify legal gaps and draft necessary provisions related to the Occupational Safety and Health Convention (C155).
- An actuarial study has been conducted on the Maternity Benefit Scheme with the assistance of the International Labour Organization to expand social security coverage for employees and introduce an insurance scheme for maternity benefits. A Validation Workshop was held on 24.10.2025 with the participation of the members of the Labour Advisory Council to analyze the information from the study and the current legal framework and the existing gaps, and further discussions are underway to reach an agreement with the trade unions and employers.
- The National Labour Advisory Council was reorganized in 2025, and accordingly, for the first time, three (03) trade unions representing women were included in order to ensure representation of the women's side.
- A Training of Trainers (TOT) Programme was conducted based on the theme of 'Forced Labour' with the financial contribution of the International Labour Organization, in which ten police officers, five foreign employment officers and fifteen officers of the Labour Department participated. By using the trained officers as resource persons, two awareness workshops on forced labour were held by the end of 2025, and eighty officers (thirty police officers, ten foreign employment development officers and forty officers from the Labour Department) representing the Department of Labour, Sri Lanka Police and the Foreign Employment Division were trained.
- Holding two (02) meetings of the National Steering Committee on Elimination of Child Labour (NSCECL) and coordinating all related activities.
- The Ministry of Labour, with the technical cooperation of the International Labour Organization, has planned the Decent Work Country Programmeme (DWCP) for the years 2026-2032 and three consultative meetings have been held in 2025.

- The International Labour Organization, in collaboration with the Ministry of Labour, organized a workshop called the Regional Living Wage Conference in Colombo on 23 September 2025, in which seventy members representing sixteen countries participated. The objective of holding this conference is to exchange knowledge and promote strategic dialogue on wage policies and living wage Programmes at the regional level.
- Reports have been prepared for five conventions under Constitution No. 22 of the International Labour Organization in the year 2025 and submitted to the International Labour Organization.
- The report prepared for the non-ratified conventions under Constitution No. 19 of the International Labour Organization has been submitted to the International Labour Organization.
- Seven meetings and eight sub-committee meetings of the National Labour Advisory Council (NLAC) have been held in 2025. This led to tripartite agreements to make important legal amendments, including relaxing legal provisions related to the employment of women at night and extending the five-day workweek.
- For the annual International Labour Conference in Geneva Coordinating all activities related to the participation of tripartite representatives and carrying out follow-up activities. Accordingly, the International Labour Conference was held for the year 2025 from 2025.06.02 to 2025.06.13, and 12 representatives, including 6 trade unions and employers representing Sri Lanka, participated in it.

2.4 Planning and Monitoring Activities

In the year 2025, the Planning and Monitoring Division has carried out the following tasks.

- Preparing and implementing the action plan for the year 2025 related to this Ministry under the implementation of the “Thriving Nation , a Beautiful Life - Government Policy Statement”. The action plan related to the year 2026 has been prepared and the strategic plan related to the period 2025-2029 has been prepared in this regard.
- The annual performance report of the Ministry of Labour and the progress report up to the third quarter of the year 2025, incorporating data and information from the Ministry and affiliated Institutions, has been prepared and submitted to Parliament on the due date.
- Fifteen meetings have been held up to 2025.12.31 under the chairmanship of the Hon. Minister, Deputy Minister and Secretary, under the Head of Institutions , progress review meetings on a monthly and quarterly basis.
- Preparation of the Organizational Results Framework (ORF) related to the Ministry and reporting on progress. Under that, the results framework has been prepared for the period 2025-2029.
- An allocation of Rs. 24 million was allocated for the year 2025 for the implementation of Programmes and projects under the **Decent Work Programme**. Out of that amount, Rs. 20.05 million has been spent on implementing Programmes and projects through the Department of

Labour, the Department of Manpower and Employment and the National Institutes of Labour Studies.

The Department of Labour is implementing Programmes through the divisions of the department utilizing the provisions received under the “Sunisi Mehewara” Programme.

Accordingly,

- ❖ The Women and Child Affairs Division has conducted 63 Programmes islandwide with the participation of 24,351 beneficiaries to socialize the responsibility of eliminating child labour through Community Police Committees.
- ❖ The Social Dialogue and Workplace Cooperation Division has conducted 240 Programmes with the participation of about 411 employers and 9,552 employees to promote social dialogue and workplace cooperation. The Statistics Division has released the Child Labour Study-2025 report covering 1,000 housing units in the Estate (Plantation) Sector of the Western Province in November.
- ❖ The Industrial Safety Division and the Occupational Hygiene Division have jointly conducted 41 Programmes targeting 1,720 beneficiaries with the aim of establishing a safety culture for those employed in the Small and Medium Scale Industries sector.
- ❖ The Occupational Hygiene Division has conducted 11 Programmes to enhance the knowledge of 1,166 sanitary workers employed in the Colombo District on health and safety.
- ❖ Seven training Programmes have been conducted involving 358 officers to enhance the skills of Labour officers working in the Department of Labour and officers dealing with Labour disputes in dispute resolution.

The Department of Manpower and Employment has conducted 16 Programmes under the “Sunisi Mehewara” Programme with the aim of providing dignity to workers working in the informal sector, covering the areas of occupational safety and health, digital literacy and technology, and market access and financing, with the participation of 544 beneficiaries.

The National Institute of Labour Studies has conducted 15 Programmes under the “Sunisi Mehewara” Programme with the aim of strengthening employer-employee relations and creating a good working environment in tea, rubber, and garment factories and plantation companies. Under this, knowledge and training have been provided to 709 employees in the plantation and garment sectors in the areas of Hatton, Matara, Koggala, and Biyagama.

2.5 Administration and Establishments Affairs

- During the year 2025, the Ministry has submitted 25 Cabinet Memoranda to the Cabinet and taken steps to obtain Cabinet decisions.
- Compensation was provided to the employees who lost their jobs in the Thulihiriya and Pugoda Weaving mills belonging to the National Weaving Corporation, which were closed down in 1978, in the year 2025. Accordingly, compensation of Rs. 82,991,475.00 was paid to 1659 employees. Also, compensation of Rs. 1,406,590.00 was paid to 05 employees who had lost their jobs due to the closure of the Mattegama Kabul Lace (Pvt) Ltd. who had not yet received compensation.
- The appointment of Board members of the self-financing Institutions under the Ministry, namely the Shrama Vasana Fund, the National Institute of Labour Studies and the National Institute of Occupational Safety and Health, has been made in the year 2025. Accordingly, steps have been taken to appoint 8 members for the Shrama Vasana Fund, 11 members for the National Institute of Labour Studies and 15 members for the National Institute of Occupational Safety and Health.

Table 2.2 - Other progress of establishment affairs

	Activity	Progress
01	Answers to Parliamentary Oral Questions	12
02	Reports referred to the Committee on Government Petitions	2
03	Submission of Annual Reports for Cabinet Approval	2
04	Submission of Annual Reports to Parliament	3
05	Observations to Cabinet Memoranda	5

2.6 Department of Labour

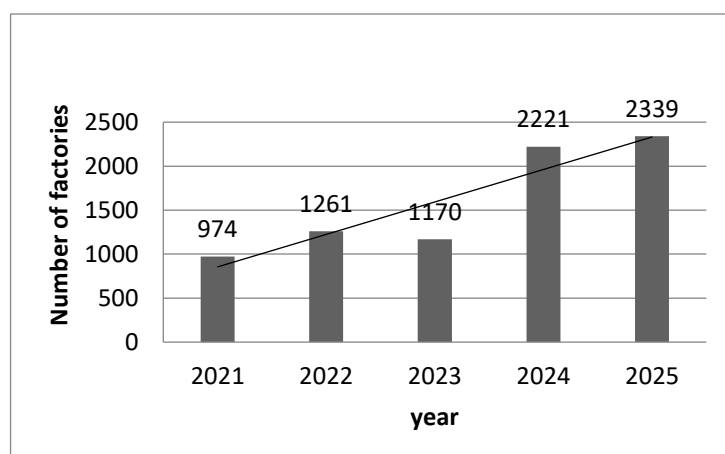
2.6.1 Occupational Safety and Health Promotion of Workers

The primary responsibility of the Department of Labour is to minimize the risks to workers employed in factories in Sri Lanka and to take action regarding their occupational safety, health and welfare. In order to achieve this objective, the progress achieved during the year 2025 in accordance with the powers conferred by the Factories Ordinance No. 45 of 1942 is as follows.

2.6.1.1 Factory Registration

Two thousands three hundred thirty ninfactories were registered during the year 2025, which is the highest number registered in a year in the last five years. The total number of registered factories in the country has increased to 8,953 as on 31.12.2025.

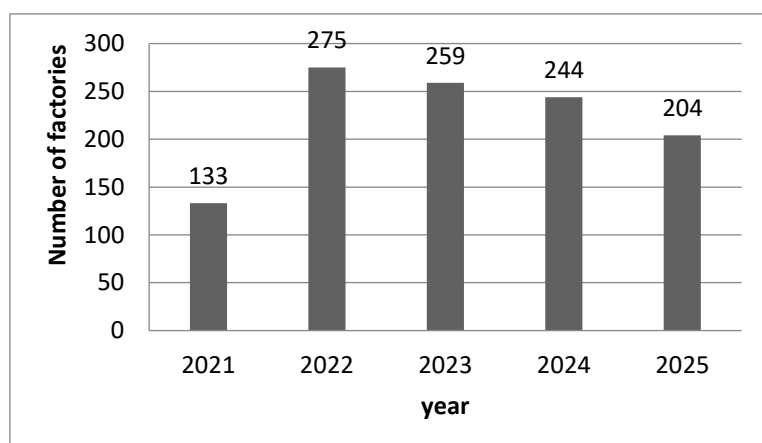
Graph 2.1- Number of factories registered from 2021 to 2025



2.6.1.2 Approval of factory building plans

Before constructing buildings for factories, a prior inspection must be conducted and approval obtained from the Department of Labour to ensure that it complies with the Factories Ordinance. Accordingly, 204 factory building plans were inspected and approved in 2025.

Graph 2.2- Number of factory building plans inspected and approved annually from 2021 to 2025

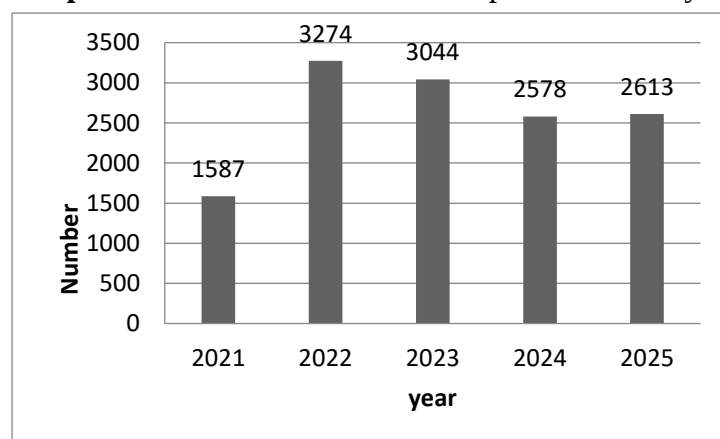


2.6.1.3 Conducting factory inspections

The Factory Inspection Engineers of the Department of Labour inspect whether factories are operating in accordance with the Factories Ordinance of and provide the necessary instructions to correct any conditions that may cause accidents. In the year 2025, the number of factories inspected and advised was 2,613. Also, cases have been filed in 03 cases of violation of the provisions of the Factories Act.

In addition to these inspections, inspecting officers also inspect factories and take environmental measurements such as light levels, noise levels, etc. in the factories and conduct occupational health and safety audits. Accordingly, in the year 2025, environmental measurements were taken and occupational health and safety audits were conducted in 326 factories and 14 vehicle emission testing centers. The number of employees covered was 27,727. Necessary recommendations were made to bring the working environment of these factories to a more favorable condition, and it is expected to be followed up again in the forthcoming years.

Graph 2.3 - Number of Factories Inspected Annually from 2021 to 2025

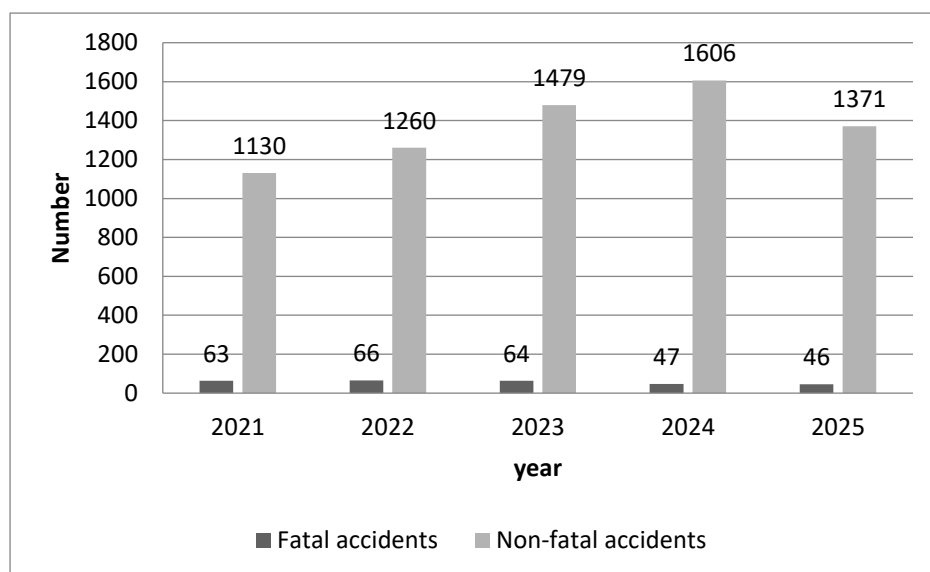


2.6.1.4 Accident Investigation

There has been a relative decrease in the number of fatal and non-fatal accidents in workplaces in 2025, which is a significant progress in terms of workplace safety. In particular, the lowest number of fatal accidents, 46, was recorded in 2025 when compared to the last five years.

Similarly, the number of non-fatal accidents recorded in 2025 was 1,371, which is a significant decrease compared to 2023 and 2024.

Graph 2.4 - Number of accidents reported and investigated from 2021 to 2025



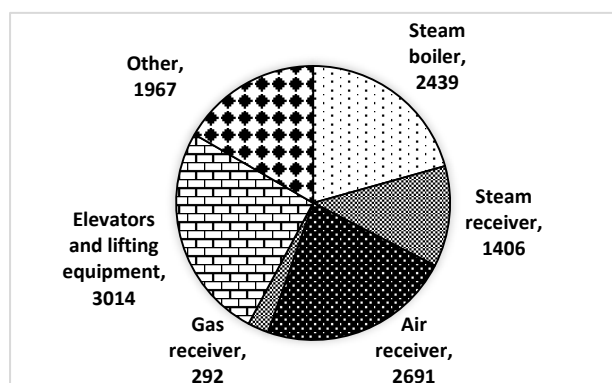
2.6.1.5 Establishment of Bilateral Safety Committees

Bilateral safety committees established at the Institution level with the membership of both sides of the workforce provide an opportunity to identify situations that may cause accidents and occupational diseases in their workplaces in advance and take measures to address them. The number of safety committees established in 2025 is 78. Accordingly, the total number of bilateral safety committees in operation as of 31.12.2025 is 955.

2.6.1.6 Inspection of High-Hazard Machinery

The machinery and equipment that are required to be inspected periodically and inspection reports obtained as specified in the Factories Ordinance and Regulations are inspected upon the request of the employers and the inspection reports are submitted to the Department of Labour by authorized officers outside the Department of Labour. Accordingly, the number of high-hazard machinery inspection reports inspected and submitted by such authorized officers in the year 2025 is 11,809.

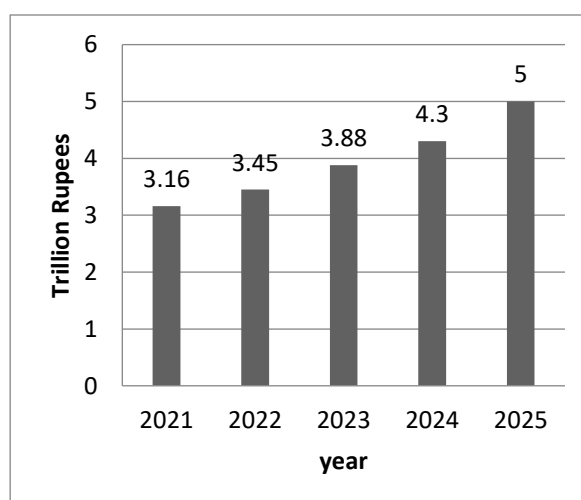
Chart 2.5 - Classification of the number of high-risk machinery inspection reports submitted by authorized officers in the year 2025



2.6.2 Social Security of Employees

The Employees Provident Fund, the main fund for the social security of the private and semi-government sector employees in Sri Lanka, has achieved remarkable growth in the year 2025. Accordingly, as of 31.12.2025 the number of active employers registered with the fund exceeded 92,000, and the number of active members of the fund was 2.9 million. As of 31.12.2025, the total value of the fund has been able to increase to a huge value of Rs. 5 trillion.

Graph 2.6 - Growth of Employees Provident Fund from 2021 to 2025



2.6.2.1 Registration of Members and Employers under the Employees Provident Fund

According to the government policy statement, the first step in providing the services provided by the Employees Provident Fund as electronic services for digital governance was initiated in the year 2025. Accordingly, the process of registering employers and members for the Employees Provident Fund through the online system was initiated on 2025.12.29. This will enable the Ministry of Labour and Social Security to Clients have the facility to submit applications online and complete the relevant registration activities without having to visit the offices of the Department. In the year 2025, 10,611 new Institutions have registered with the Employees Provident Fund.

2.6.2.2 Preparation of integrated data systems and electronic storage of files

The Central Bank of Sri Lanka and the Department of Labour reached an agreement to prepare an integrated data system as a sustainable solution to the difficulties arising from the use of two data systems to carry out activities related to the Employees Provident Fund. Accordingly, in the year 2025, steps were taken to obtain the services of a consultant for the preparation of an integrated data system. Meanwhile, as per his recommendations, the process of selecting an Institution to prepare the system was initiated and its further activities are scheduled to be carried out in the year 2026.

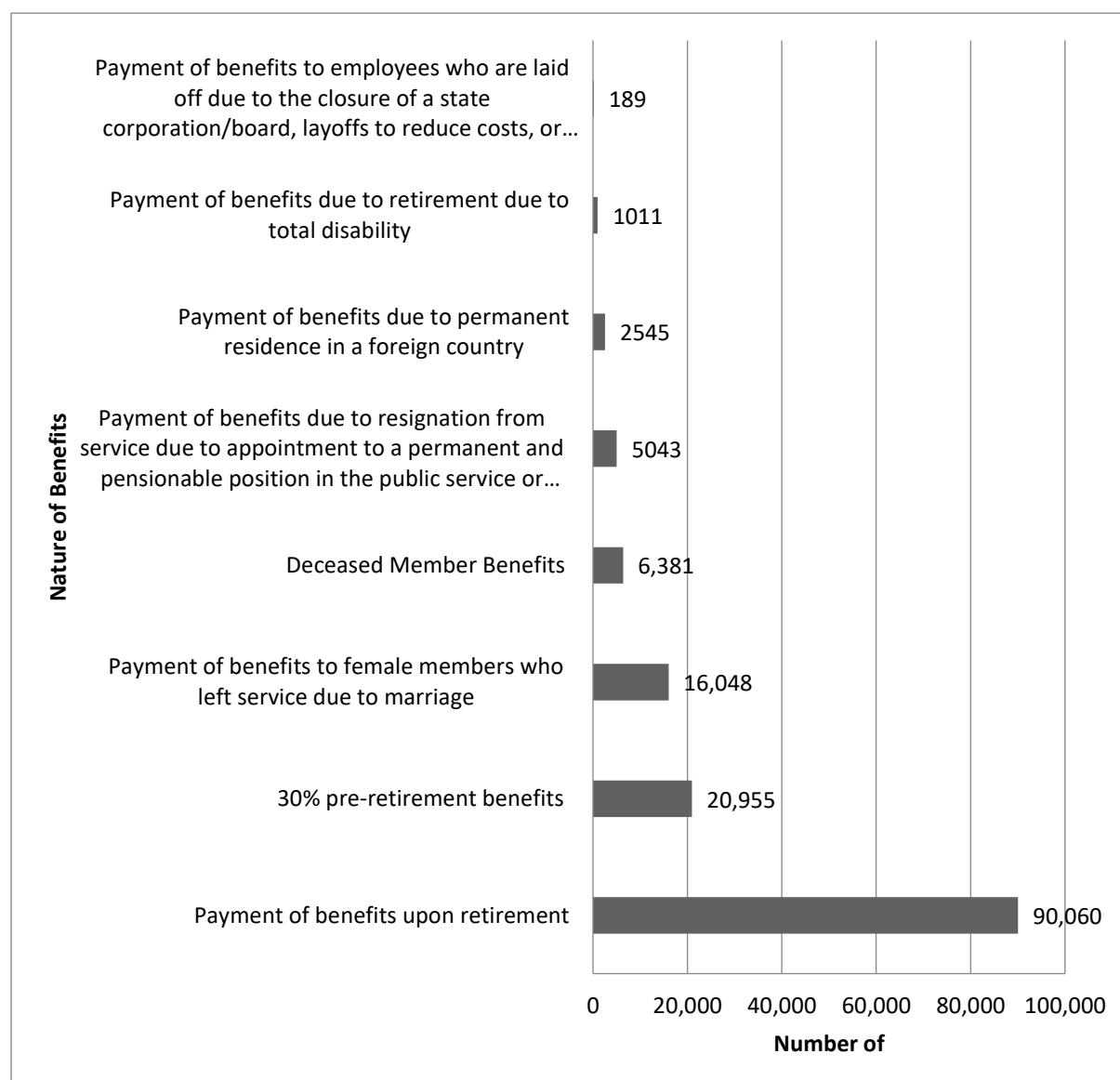
Also, the need for scanning files and an electronic archive to store files related to the Employees Provident Fund electronically was identified. Accordingly, the necessary work for this is expected to commence in the year 2026.

2.6.3 Progress related to the Employees Provident Fund

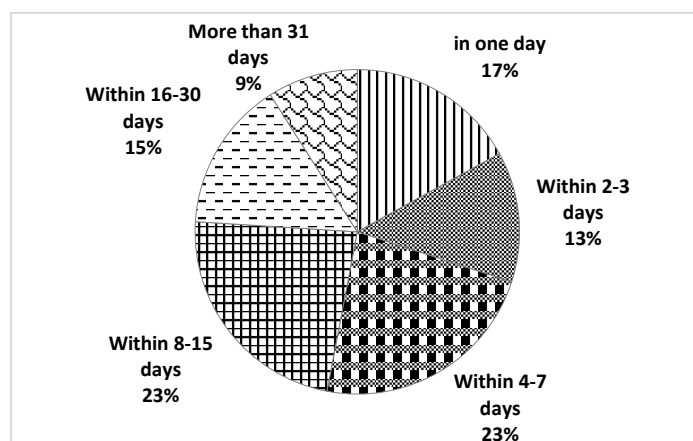
2.6.3.1 Payment of Benefits of the Employees Provident Fund

During the year 2025, 142,232 decision letters have been forwarded to the Central Bank of Sri Lanka for the payment of benefits to members who applied for benefits of the Employees Provident Fund.

Graph 2.7 - Number of decision letters sent for payment of Employees' Provident Fund benefits from 2025.01.01 to 2025.12.31



Graph 2.8 - Time taken to send decision letters for payment of Employees' Provident Fund benefits - 2025.01.01 to 2025.12.31



Accordingly, this graph shows the efficiency in the time taken to send decision letters for payment of Employees' Provident Fund benefits in the year 2025, and for 76% of the applications, the time taken to send decision letters was less than two weeks.

2.6.3.2 Sending notices to charge contributions from employers who default on contributions

The Department sends first notices and final notices to recover the money from employers who default on payment of contributions, and if they do not respond, legal action will be taken to recover the contributions and surcharges and take action.

Table 2.3 – Progress in sending notifications in the years 2024 and 2025

year	Number of first notices sent	Amount recovered in relation to first notices Rs. million	Number of final notices sent	Amount recovered in relation to final notices Rs. million
2024	14,412	7,247	7,040	391
2025	19,603	9,690	10,144	5,347

2.6.4 Industrial Relations

2.6.4.1. Maintaining a dialogue between the two parties- the employer and the employee

In order to create a work environment that promote industrial peace among the employer and employee in the private sector and semi-government sector Institutions, the Department

organized and conducted Programmes to educate both sides of the employer and employee in the Institutions of those sectors on social dialogue and workplace cooperation and Labour laws.

Also, the Government Policy Statement has assigned the Department of Labour the responsibility of implementing a mechanism for the democratic resolution of industrial disputes and issues through stakeholder engagement. Accordingly, the Department implemented a series of Institutional level Programmes to educate both employers and employees on social dialogue, workplace cooperation and Labour laws during the year 2025. Under this, 240 Programmes were conducted during the year 2025 and a total of 9,963 beneficiaries, consisting of 9,552 employees and 411 employers, were educated.

2.6.4.2 Redressal of complaints of infringement of statutory rights and settlement of industrial disputes

Measures were taken to deal with the complaints on infringement of constitutional rights and industrial disputes made by employees or trade unions to the department's head office and district and sub-offices. Similarly, requests made to the Commissioner General of Labour to have a formal investigation conducted by a person who is not satisfied with a complaint investigation or an institution investigation that has been carried out were re-investigated as necessary.. Accordingly, the number of complaints outstanding as of 2025.01.01 was 11,071, and 16,762 complaints were received for the year 2025. Out of which, 18,708 complaints were resolved during the year 2025.

A person wishing to submit a complaint to the Department of Labour is being provided with the facility to submit any issue related to his/her job to the Department of Labour through the online mode via <https://cms.labourdept.gov.lk/> E-service. Accordingly, further development of this complaint management system is underway. A separate module for registering complaints regarding occupational health and safety (OSH Module) was developed in 2025 and is currently included in this system, and a module for litigation (Legal Module) is also being developed. This system is expected to be further developed according to the needs of the clients.

2.6.4.3 Conduct of arbitration

Any industrial dispute which cannot be resolved by the Regional Offices or by the Industrial Relations Division of the Head Office shall be referred to compulsory arbitration or to the Industrial Court. During the year 2024, 219 disputes have been dealt with, out of which the investigation of 111 disputes has been completed during the year 2024. During the period from 2025.01.01 to 2025.12.31, 216 disputes, including 81 disputes referred for arbitration, were to be dealt with. Out of which, the investigation of 103 disputes has been completed and 80 grants have been made, and 23 grants are to be made in the future. Accordingly, as of 2025.12.31, 113 disputes were pending in arbitration.

2.6.4.4 Persuasion of both employer and employee for collective agreements

By entering into collective agreements, employees are given more privileges than they are entitled to by labour laws, and employers are enabled to enter into conditions for more productive service from their employees.

The Social Dialogue promotes the entrance of employer and employee parties into such collective agreements. The number of collective agreements in force as of 31.12.2025, including the new collective agreement gazetted during the period from 2025.01.01 to 2025.12.31, is 226.

2.6.4.5 Conducting Field Inspections

The following is the information on the field inspections conducted from 2025.01.01 to 2025.12.31 to check whether employers are properly following the rules for employing employees.

Table 2.4 - Information on field tests conducted from 2025.01.01 to 2025.12.31

Number of labour inspections conducted by labour officers attached to District and Sub-Labour Offices	93,153
Number of inspections related to the employment of women in night work	24
Number of inspections conducted on complaints received regarding the employment of children	77
Number of special field inspections in targeted risk areas to identify children at risk of child labour in the fisheries and plantation sectors	35
Number of special team inspections covering the tourism sector including Home Stay and Hospitality Service Centers	75
Number of inspections related to occupational safety and health	2,953
Number of special inspections conducted by the Special Investigation Division	33
Total	96,350

Also, the initial steps of the software development activities required to provide the facility to the Labour Officers and District Factory Inspector Engineers to submit the inspection reports submitted after the field inspections through a digital application were initiated.

2.6.4.6 Registration of Trade Unions

It is a mandatory requirement under the Trade Union Ordinance for every Trade Union to be registered with the Trade Union Registrar of the Department of Labour. Accordingly, the number of Trade Unions / Federations registered with the Department from 2025.01.01 to 2025.12.31 was 99. During that period, 153 Trade Unions have been cancelled. Accordingly, the total number of valid Trade Unions as on 2025.12.31 was 2,088.

2.6.4.7 Interventions to settle strikes

As soon as circumstances are observed that could lead to an industrial dispute escalating into a strike, the Department will intervene to prevent the situation and in the event of a strike, action

will be taken to resolve the dispute related to the strike. Details of the strikes reported from 2025.01.01 to 2025.12.31 is as follows.

Table 2.5 - Reported data on Strikes - 2025.01.01 to 2025.12.31

Sector	Number of Strikes Reported	Number of Workers Participated	Number of Man-days Lost
Estates	6	410	1,191
Construction	3	420	2,206
Manufacturing	10	4,879	11,294
Total	19	5,709	14,691

Thus, the number of man-days lost in the year 2025 is 14,691, which is a decrease of 13,738 compared to the number of man-days lost in the year 2024 which is 28,429.

2.6.4.8 Conducting Zonal and District Consultative Councils

With the aim of more actively promoting social dialogue between the government, employers and workers' organizations, eleven Zonal Consultative Councils and forty District Consultative Councils were also successfully held in the year 2025 as a regional level structure of the National Labour Consultative Council. It is noteworthy that 1,959 stakeholders actively contributed to these consultative councils. If there are issues that need attention at the national level presented by these consultative councils, a mechanism has been developed to present those issues to the National Labour Consultative Council (NLAC).

2.6.4.9 Training of Trainers for the Promotion of Social Dialogue and Workplace Cooperation

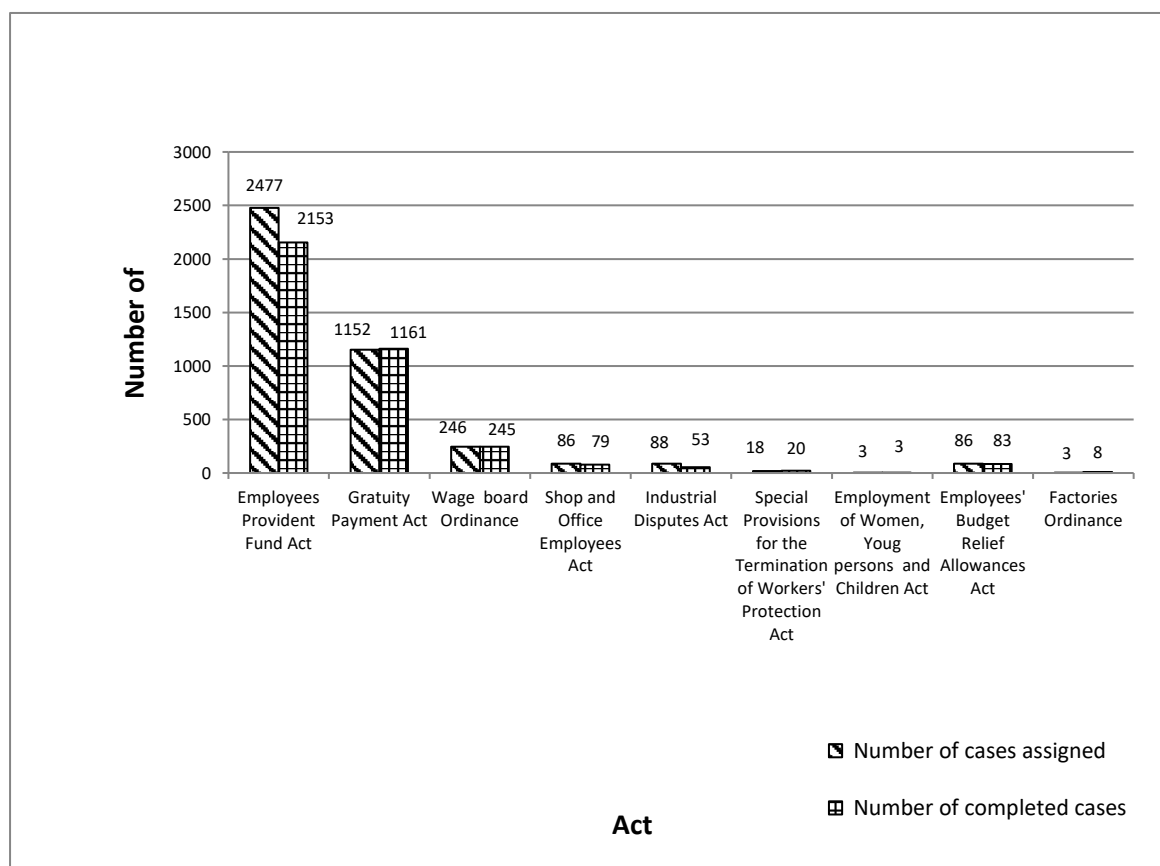
In order to make the Programmes conducted by the Social Dialogue and Workplace Cooperation Promotion Division more effective at the island-wide level, the need to train the officers of the Department at the Regional Labour Office level was identified.

In addition to developing the subject knowledge of social dialogue and workplace cooperation, the main goal of this series of Programmes was to develop the soft skills including presentation skills of the officers. Accordingly, the Training of Trainers Programmes were successfully conducted in two phases in the year 2025 by selecting suitable officers. Through this process, it was possible to create a training pool of 56 officers who could act as trainers. It is planned to conduct awareness Programmes at the regional level using these trainers as resource persons from the year 2026.

2.6.5 Legal protection to safeguard the rights of employment of employees

The Department enforces a number of Acts for the protection of rights of workers. Accordingly, the Department of Labour conducts judicial proceedings against employers who violate these laws and thereby safeguard the rights of the employees. The information on the cases referred to the Magistrates' Courts by the Department in the year 2025 is as follows:

Graph 2.9 - Cases filed in Magistrate Courts and closed case- from 2025.01.01 to 2025.12.31



Note - The information on the legal actions taken by the **Regional Labour Offices** is presented in the above table.

Table 2.6 - Progress in the year 2025 on actions taken in other courts is as follows.

Court	Number of cases pending as on 2025.01.01	Number of cases added from 2025.01.01 to 2025.12.31	Number of cases completed as on 2025.12.31	Number of cases remaining as on 2025.12.31
Supreme Court	143	30	4	169
Court of Appeal	440	30	52	418
High Court	104	18	18	104
Commercial High Court	137	1	1	137
Total	824	79	75	828

2.6.6 Protection and promotion of labour standards

Updating the salaries and working conditions of private sector employees and safeguarding the rights thereof is a priority of the Department. Accordingly, the following activities related to that subject area were carried out from 2025.01.01 to 2025.12.31.

- **Approval for the 5-day work week**

Three hundred thirty one requests were received from employers in the year 2025 for approval for the 5-day work week and 294 of those requests were approved and 37 requests received without fulfilling the relevant conditions were rejected.

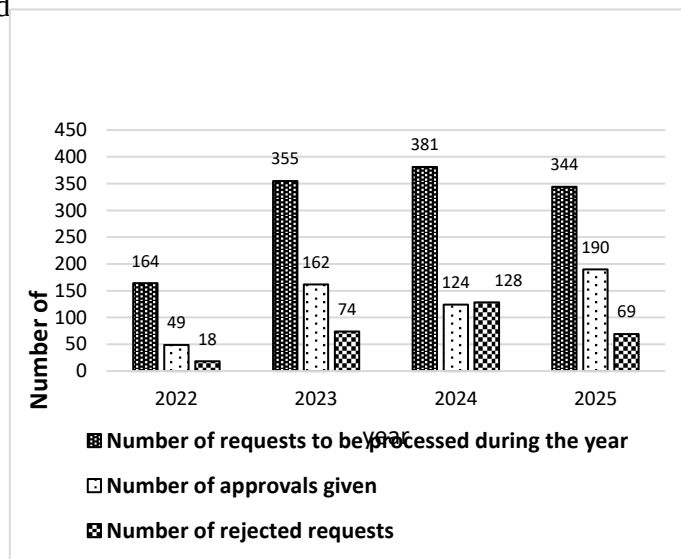
- **Granting approval for requests for deductions of wages under the Wages Board Ordinance and the Shop and Office Employees Act**

Two hundred twenty nine requests were received from 2025.01.01 to 2025.12.31 for deductions from wages under the Wage board Ordinance and the Shop and Office Employees Act and 190 requests were approved, including requests received in the previous year and pending. 69 requests were rejected.

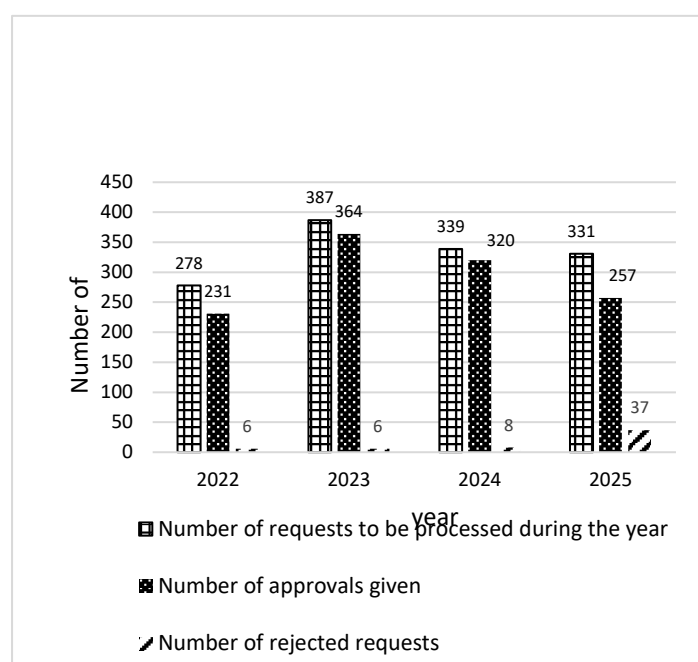
- **Providing explanations and interpretations for the inquiries made by employers and employees regarding the Acts and Ordinances**

One hundred eleven inquiries were submitted by employers and employees regarding ordinances from 2025.01.01 to 2025.12.31. This is a significant increase compared to the 70 inquiries received in the year 2024. Out of which, interpretations were provided for 109, and the remaining inquiries were being processed.

Graph 2.10 – Requests received for salary deductions from the year 2022 to the year 2025 and approvals granted



Graph 2.11 – Requests received and approvals granted for the 5-day workweek from the year 2022 to the year 2025



Action related to Wage Board

The list of Wage Board convened and active in the year 2025 is as follows.

- Tea growing and processing industry.
- Rubber growing and raw rubber processing industry.
- Coconut growing industry
- Security services industry
- Cleaning services industry
- Garment manufacturing industry
- Textile manufacturing industry

2.6.7 Safeguarding the occupational rights of employed women and young person

It is a primary responsibility of the Department of Labour to safeguarding the professional rights of the female workforce in order to strengthen the national economy, and the Department of Labour is committed to this end.

Under this, steps have been taken to investigate into complaints received regarding the granting of approval for the employment of women in night work and infringement of working conditions related to the employment of women at night. As per the requests received from the Institutions, 757 approvals have been granted for the employment of women in night work between 2025.01.01 and 2025.12.31.

Also, 04 complaints were received during the same period regarding the violations of **working** conditions related to the employment of women in night work, out of which steps have been taken to settle 02 complaints. Investigations are underway regarding the remaining 02 complaints.

Six complaints were received in 2025 regarding infringement of the provisions of the Maternity Benefit Ordinance and one complaint has been completed and the remaining complaints are being processed.

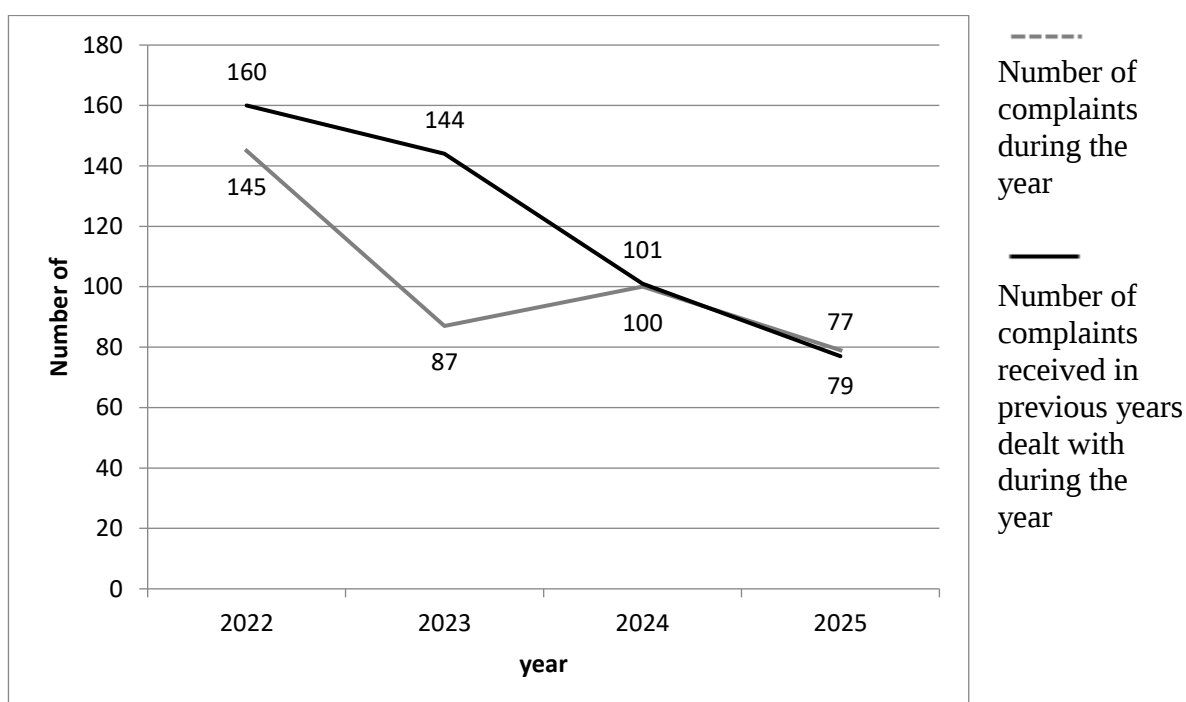
2.6.8 Elimination of Child Labour

The complete elimination of child Labour from Sri Lanka is a primary task of the Department of Labour, and the Department of Labour is constantly committed to achieving that national goal. In this regard, the following activities have been carried out in the year 2025.

• Conducting investigations related to complaints received on child labour

A total of 79 complaints were received regarding child Labour in the year 2025, and 74 complaints were resolved along with the complaints received in the previous year. Out of these, necessary steps were taken to take legal action regarding 08 complaints that revealed child Labour.

Graph 2.12 – Number of investigations into complaints received regarding child Labour from 2022 to 2025



• Working towards the elimination of child Labour in Sri Lanka

The elimination of child labour and the taking of the message of civic responsibility to the grassroots through the Community Police Committees of the Sri Lanka Police was identified

as the most practical. Accordingly, this activity, which was initiated in the year 2024, was continued in the year 2025.

Accordingly, out of the 45 police divisions of the Sri Lanka Police Department, training of trainers sessions were conducted in 4 divisions in the Colombo District in the year 2024. The training of trainers sessions planned to be held for 41 police divisions covering Sri Lanka in the year 2025 were successfully completed by the Sri Lanka Police Department, covering all 11 Zonal Offices, with the assistance of the Department of Labour.

Also, a Programme to review and present the Programmes and activities carried out to eliminate child Labour to date was held on June 20, 2025 at the head office premises under the patronage of the Hon. Minister of Labour and the Secretary to the Ministry, with the participation of officers of the Department of Labour, Sri Lanka Police Department and members of the National Steering Committee and with the support of all relevant parties. Nearly 240 police officers and Labour Department officers participated in this.

- **Conducting special field inspections / awareness Programmes in targeted risk areas to identify children at risk of child Labour in the fisheries and plantation sectors**

Thirty five special field inspections and awareness Programmes have been conducted in the fisheries and plantation sectors during the year 2025, and the number of homes and Institution covered is 1,103. No child Labour was detected.

- **Conducting special team inspections covering the tourism sector, including home stays and hospitality service centers**

During the year 2025, 75 special team inspections were conducted by the Women and Child Affairs Division, Zonal Labour Offices and District Labour Offices. The number of homes and Institutes covered was 462. No child Labour was detected.

- **Obtaining pledges not to use child Labour**

The Programme to obtain pledges from employers that their Institutions would not use child Labour was initiated in the year 2024 and continued in the year 2025. Accordingly, 61 awareness Programmes on the elimination of child Labour were conducted for small and medium-scale employers in the year 2025 and pledges were obtained. The number of employers who gave pledges during the above period was 679. Accordingly, the total number of employers who have made pledges as of 31.12.2025 is 1,124.

2.6.8.1 Information on the meetings held by the National Steering Committee for the Elimination of Child Labour in Sri Lanka during the year 2025.

Table 2.7. - National Steering Committee Meetings held in the year 2025

Date of the meeting	Number of participants	Main points discussed at the meeting
2025.03.11	31	➤ Presentation of the draft of the 2025 Action Plan on Child Labour and discussion of relevant proposals ➤ Discussion on the need to educate the grassroots community to prevent child Labour and the risk of child Labour hazards arising through outgrower systems in plantations

2.6.9 Conducting awareness Programmes and information communication activities through the media

2.6.9.1 Awareness Programmes

Table 2.8 - Awareness Programmes held in the year 2025

Name of the Programme	Nature of the Programme	Number of Programmes Conducted	Number of Participants / Number of Beneficiaries	Programme Outcomes
Awareness Programmes to establish a safety culture in the small and medium scale industries sector.	Conducting initial surveys in selected industrial estates covering all the areas of the District Factories Inspectorate Engineering Offices and then conducting awareness campaigns among the employees.	41	Employees and Employees 1720	Reduction in the risk of accidents and occupational diseases
Awareness Programmes on occupational hygiene, health and safety in informal sector employment sectors.	Conducting awareness Programmes in selected sectors such as supermarkets, fishing communities, vehicle smoke detection centers, fireworks industry, black stone quarrying industry etc.	18	Employees and Employees 137	Received training on occupational hygiene, health and safety and hazard identification, preventive measures and first aid

Increase in knowledge of sanitation workers on occupational health and safety Awareness	Programmes on occupational health and safety of 1000 sanitation workers employed in the Colombo District.	11	1166	Awareness on correct health practices, diseases and occupational health and safety. (According to the final evaluation, the percentage of knowledge development is about 72%)
Institution level Programmes for the promotion of social dialogue Awareness	Awareness of employers and employees on social dialogue	240	employers and employees 9,963	Awareness of employers and employees and minimization of the possibility of industrial disputes in those Institutions in the future and establishment of 21 social dialogue circles in the Institutes
Awareness of applicable Labour laws for working women	In the manufacturing sector Raising awareness about Labour laws regarding night work and maternity benefits for women working in the workplace	04	115	Raising awareness

2.6.9.2 Department's media activities

• Department's website

The official website of the Department of Labour www.labourdept.gov.lk provides the necessary documents including application forms, model forms, instructions and Labour ordinances as well as Wage Board decisions to be followed by employers, and the information is updated regularly. Also, the Department's e-services are being developed and included.

• Library of Department of Labour

The Department of Labour maintains the main library in Sri Lanka regarding Acts and ordinances, books and publications related to the Labour sector. This will facilitate the staff of the Department of Labour, the Ministry of Labour and other Institutions under it, as well as external readers, to refer to all the Acts and ordinances, books, publications, etc. pertaining to the field of Labour law.

2.6.9.3 Publication Activities

• ‘Kathikawa’ Magazine

The objective of the “Kathikawa” magazine is to contribute to the reduction of disputes by providing the necessary knowledge to promote harmony between the employers and the employees in the institutions. Accordingly, the ‘Kathikawa’ Magazine was published for the year 2025.

• Publication of Success Stories

Relevant information was collected to publish the success stories of Institutions that have strengthened the local economy by enhancing the harmony between the employer and employee sides in their Institutions through social dialogue Programmes. Accordingly, a publication containing these success stories was launched.

• Report of Annual Survey of Private and Semi-Government Sector Employment - 2025

The primary objective of preparing this report is to provide Labour statistics that will assist the Ministry of Labour, Department of Labour and other Institutes in making decisions. Questionnaires were sent to Institutions until November 2025 and information was collected. The questionnaires received were edited and computerized and it is expected that the survey report will be presented in 2026 after analyzing the information.

The information published in this annual report is as follows.

- Average Monthly Nominal Earnings by Economic Activity, Occupation and Gender(Monthly Nominal Earning)
- Minimum Pay Rate by Economic Activity, Occupation and Gender(Low Pay Rate)
- Gender Wage Gap by Economic Activity, Occupation and Gender(Gender Wage Gap)
- Labour Cost by Economic Activity, Occupation and Gender (Labour Cost)

• Bulletin of Labour Demand

The objective of this publication is to obtain an assessment of the job vacancies in the private and semi-government sectors in Sri Lanka. This publication has been prepared and finalized for the year 2025.

• Labour Statistics

The purpose of this publication is to present statistical information on Employees Provident Fund, Employees' Trust Fund, Accidents/Compensation at Work, Sri Lankan workforce data, complaints on child labour, strikes, etc. The report has been prepared with information for the year 2024.

• Child Labour Study 2025 - Western Province

A study on child labour was conducted in the year 2024 with the aim of gaining an understanding of child labour in the Colombo District, evaluating the progress of activities to

eliminate child labour, collecting data on the socio-economic status of families with child labourers and studying the measures to be taken to eliminate child labour. The second phase of the study on child Labour conducted in a selected 1000 housing units in the Western Province was released.

- **A Pilot Study in selected five garment factories to study the impact of prolonged standing on the health of the workers**

The primary objective of this study is to study whether prolonged standing in garment factories can cause health problems for employees. This study was conducted and the report was prepared by covering 13,040 employees of 06 garment manufacturing establishments.

2.6.9.4 Observance major commemorations related to the Labour sector

- **International Women's Day Celebration Programme 2025**

In conjunction with International Women's Day, the Department of Labour organized and conducted 11 special awareness Programmes islandwide on 2025.03.07. The main Programme was coordinated by the Western 1 Zone Labour Office. A total of 450 employees representing various fields participated in this Programme.

In conjunction with this Programme, awareness was also raised on Labour laws affecting women through television and radio Programmes. This Programme was also publized through the official social media of the Department of Labour (YouTube and Facebook).

- **World Day Against Child Labour Programme - 2025**

National An awareness Programme was held on 12.06.2025 through an anti-child Labour march covering the Grandpass area of the Colombo North Police Division on the occasion of the International Day Against Child Labour. Awareness was conducted for a group of 300-400 people.



Figure 2.1 - Anti-child Labour march held on 12.06.2025 covering the Grandpass area of the Colombo North Police Division on the occasion of the International Day Against Child Labour

• **World Children's Day Celebration Programme – 2025**

In conjunction with World Children's Day, which falls on 01st October every year, the Department of Labour, going beyond the elimination of child Labour and harmful child Labour and the implementation of related laws, organized and conducted three Programmes in Jaffna, Hatton and Chilaw in conjunction with World Children's Day this year. 892 school children and their parents participated in these Programmes

• **World Safety Day**

On the occasion of World Safety Day, which fell on 28.04.2025, an awareness Programme on occupational safety, health and occupational hygiene was organized for factory and construction site workers and an awareness Programme on occupational safety, health and occupational hygiene for technical college students undergoing vocational training.

• **National Occupational Safety and Health Week**

The main Programme marking the National Occupational Safety and Health Week was held on 2015.10.07 at the 30th Floor Auditorium, Mission Building. Simultaneous Programmes were also held in various parts of the island. A total of 791 people participated in these Programmes.

2.6.10 Development of Infrastructure Facilities of the Department

With the aim of providing more effective services to the clients spread across the island, the Department took steps to develop the infrastructure facilities at the Department's Head Office and the Regional Offices located across the island as per the requirements.

Accordingly, minor repairs were carried out as per the requirements of the Regional Offices, and internal structural repairs were carried out on the floors of the 'Mehawara piyasa' Building and the floors of the General Secretariat of Labour Building.

With the aim of providing more efficient services to the clients of the Department of Labour, development projects were implemented at an expenditure of Rs. 275 million for the year 2025 to develop the physical facilities of the General Secretariat of Labour Building, the Mission Building and the Regional Offices of the Department of Labour spread across the island.

2.6.11 Supervising the Department's Work to Lead Towards Goals

In order to achieve the activities related to the Department of Labour as stated in the current government policy statement, "Thriving nation, a Beautiful Life", and international policies such as the Sustainable Development Goals, the Department of Labour prepared a five-year strategic plan for 2025-2029, focusing on increasing the effectiveness of service delivery to the Department's clients, using modern technology and human resource development. Accordingly, the progress of the activities related to the year 2025 was reviewed from time to time.

A new methodology was developed and implemented by the Zonal Deputy Labour Commissioners for continuous monthly and quarterly monitoring of the progress of the District Labour Offices and Sub-Labour Offices.

Also, 07 progress review meetings were held at the regional level under the chairmanship of the Commissioner General of Labour.

An awareness seminar was held for the heads of the divisions and regional offices of the Department of Labour on 22 and 23 August 2025. At this, the current progress of the Department of Labour and the future direction of the Department were discussed at length. External Institutes such as the Central Bank of Sri Lanka and the Department of Management Services also made their comments at this seminar. It is expected that this seminar will be held twice a year from next year.

2.6.12 Financial Management

94.12% of the provisions for recurrent expenditure allocated to the Department in the annual budget for the year 2025 and 26.42% of the provisions for capital expenditure have been spent in the year 2025.

Table 2.9 - Overall Financial Progress of the Department - As on 2025.12.31

		as on 2025.12.31	Actual Expenditure as a percentage of the Provisions
Recurrent Expenditure	Provision (Rs.)	3,465,900,000.00	94.12 %
	Expenditure (Rs.)	3,261,947,454.00	
Capital Expenditure	Provision (Rs.)	1,620,000,000.00	26.42 %

2.7 Department of Manpower and Employment

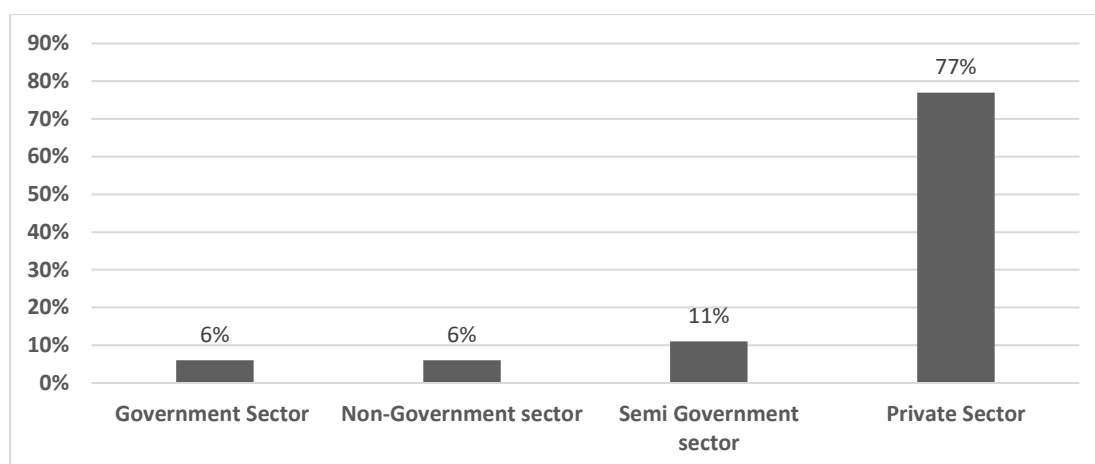
Sectoral Progress - As on 2025.12.31

2.7.1. Labour Market Information Division

• Newspaper-Based Demand-Based Vacancy Analysis

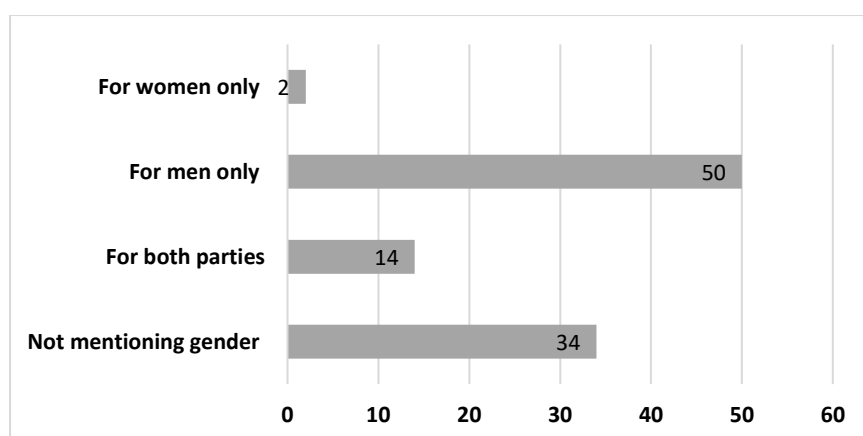
This study aimed to obtain information on the short-term demand dynamics in the local job market.

Graph 2.13 - Newspaper-Based Demand-Based Vacancy Analysis



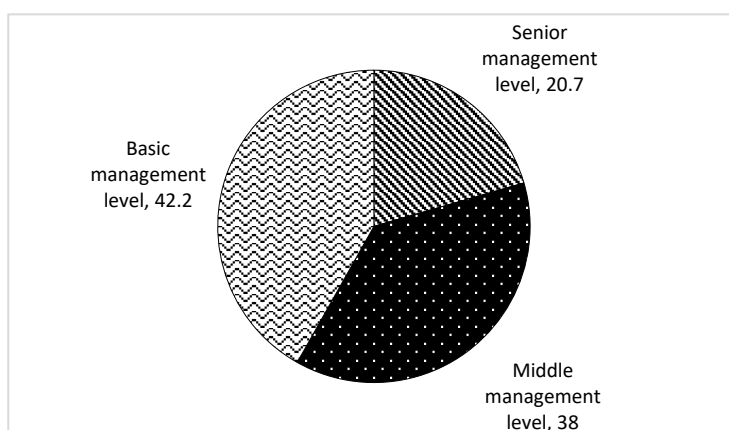
- Here, job demand was reported in the government, semi-government, private and other sectors, with a demand bias of 6% each for the government and non-government sectors, an 11% demand bias for the semi-government sector and a 77% demand bias in the private sector.
- The highest number of vacancies was reported from the Colombo District. The total number of vacancies was 69%. It was observed that the main trend of job demand is centered around the Western Province of Colombo, Gampaha, and Kalutara.
- When considering the agriculture, industry, and service sectors, the highest number of vacancies is reported from the service sector. In addition, a significant number of vacancies were observed in the health and social care sectors, hotels, and tourism sub-sectors.

Graph 2.14 - Analysis of vacancies by gender



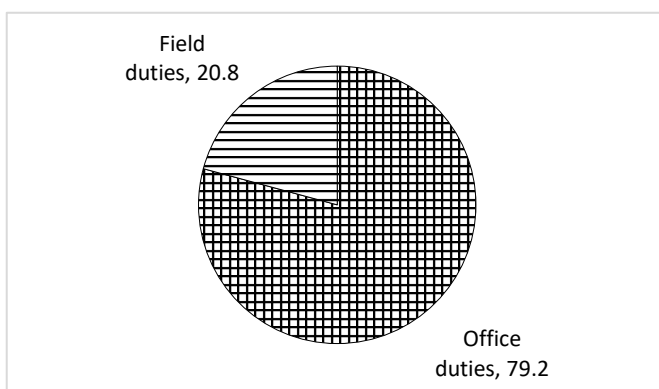
When examining the vacancies for the female and male categories, it was observed that 2% of the total vacancies are open only for women. 50% percent of the vacancies are open for men. It appears that 14% percent of the vacancies are open for both male and female. 34% percent of the vacancies were not mentioned about gender.

Graph 2.15 - Analysis of vacancies by management level



It is observed that 20.7% of the vacancies were at the senior management level. It is also observed that 38% are at the middle level and 42.2% are at the entry level.

Graph 2.16 - Analysis of vacancies by field nature



In the analysis of the data by the nature of the job, it is observed that 79.2% of the vacancies are for office duties and 20.8% are for field duties.

- In the analysis of the salary levels for each position according to the relevant newspaper vacancy advertisements, it was not possible to reach a clear conclusion as 58.8% of the vacancies did not mention information about salaries.
- In the analysis of educational levels for the posts, educational levels were not mentioned for 71% of the posts. Also, when considering the work experience requirements for the posts, 77.25% did not mention the experience requirements.

• Classification of vacancies received from Institutions to the Government Employment Service

The Government Employment Service of the Department deals with private Institutes. Here, a study has been made of the job vacancies received from private Institutions registered with the Department, that is, the position titles. It can be classified under 9 categories according to the International Standard Classification of Occupations (ISCO) as follows.

- Managers (ISCO major group-1)
- Professionals (ISCO major group-2)
- Tertiary and allied professionals (ISCO major group-3)
- Clerical and support services (ISCO major group-4) Service and trade workers (ISCO major group-5)
- Skilled agricultural, forestry and fishing workers (ISCO major group-6)
- Handicraft and allied workers (ISCO major group-7)
- Machine operators and fitters (ISCO major group-8)
- Elementary professionals (ISCO major group-9)

• Employer Survey - Matara District / Kurunegala District / Hambantota District / Jaffna District

In this survey, basic information and trends about the employer Institutions that are the basis of the Labour demand in the relevant district, as well as Labour market information were studied. The main objective of this is to further strengthen the relationship between employer Institutions and the Employment Service Center. These surveys were conducted in the districts of Matara, Kurunegala, Hambantota and Jaffna in 2025.

The information revealed by this survey is as follows.

- More than 80% of the surveyed Institutes were not registered with the Employment Service Center in their district. Although 80% of the relevant Institutes in the districts of Matara, Kurunegala and Hambantota had expressed their willingness to register with the department, the figure in the Jaffna district is about 52%.
- More than 50% of the surveyed employer Institutions represent the service sector, with the lowest number being represented by the Hambantota district.
- In terms of business scale, more than 60% are small-scale employers, which reflects the structure of the local economy. The contribution of the informal sector is high in the presence of a large number of small-scale establishments. It is observed that departmental intervention is required for these establishments.
- When considering the values related to the female and male sides of the number of Institutealized employees, the number of Institutealized employees in Kurunegala and Hambantota districts is higher compared to the female and male sides. In Jaffna and Matara districts, the number of Institutealized male employees is higher compared to the female employees.
- When considering the levels of Institutealized employees in Jaffna, Kurunegala and Hambantota districts, skilled employees are higher. When asked about the ability of Institutions to provide employment to people with disabilities, more than 70% of the Institutions gave negative answers.

- It is observed that the Institutions should study the issue of employees leaving the Institutions and find out the reasons for it and take measures.

• **Questionnaire on the willingness of job seekers to work in caregiving**

For this survey, 10% of the 25,162 job seekers registered with the department as of May 15, 2025, 2,516 were selected as a sample. The selection of the job seekers was done in a way that represented all the districts and it was conducted as a collaborative study between the Department of Manpower and Employment and the National Institute of Labour Studies. The age of the job seekers Attention was paid to the following: age, gender, education level, preferred caregiving fields, attitudes of individuals, propensity for overseas employment, training needs and training duration, training Institutes and areas, cost, and barriers and needs.

The findings of this survey can be summarized as follows.

- The majority of job seekers in the year 2025 are qualified and employable.
- For this, improved job matching methods, widespread career guidance services and career counseling services, high-quality information services on course options, and Programmes that empower entrepreneurship and skill development are needed simultaneously.
- There is a need for comprehensively coordinated Labour market policies and district-level interventions to address employment outcomes and workforce utilization in Sri Lanka.
- The findings of this survey indicate that the youth population is predominantly represented by those with a secondary education. There is also a wide participation of women.
- The findings of this survey highlight the need for youth-centered education, training and professional development. The study suggests the need to expand vocational certificate courses, diplomas and short-term training Programmes for employability and practical skills.
- Due to the high participation of women in this sample, it has been observed that gender-sensitive policy Programmes and services should be designed in education, training and vocational Programmes and services based on this data, and that this should be considered mainly in the provision of academic and vocational education and services.

2.7.2 Vocational Guidance Division

• **Implementing vocational training observation Programmes to provide practical experience to A/L students to enter the world of work with skills. (Vocational Training Institute Visit)**

In the Sri Lankan school education system, a very small percentage of students are selected for government universities after completing A/L. Statistics show that 120,000 children enter the world of work annually without any skill development. In particular, the social attitude that only those who fail the exams are directed towards vocational education needs to be changed. However, if the importance of joining the world of work with skills is understood during school education, students will be motivated to choose a vocational course after school education.

With the aim of understanding the importance of joining the world of work with skills during school education and motivating students to choose a vocational course after school education, the Department of Manpower and Employment is implementing a series of Programmes to provide practical experience in the world of work for Advanced Level students at the district level. Under this, 53 Programmes have been conducted in the year 2025, and the number of participants is 4,201. An expenditure of Rs. 2.334 million has been incurred for this.

• Conducting Programmes to provide practical experience in the world of work for job seekers. (Empower Youth)

Under the Programme to implement the capacity development Programme targeting youth under 25 years of age and thereby increase the Labour participation and skills of youth and realize the challenge of empowering the youth community as a quality workforce, 62 Programmes have been conducted in the year 2025, and the number of participants is 2,358. An expenditure of Rs. 1.956 million has been incurred for this.

• Providing NVQ certificates to workers in the informal sector through the Recognition of Prior Learning (RPL).

Survey Programmes were conducted covering several districts of the island to provide NVQ certificates through the Prior Learning System (RPL) to workers currently employed in the informal sector who have experience but do not have formal vocational training certificates. Information was collected on 05 professions that do not have NVQ certificates. 1,994 beneficiaries have been registered through the survey.

Out of these, coordination has been done with the Government Utilities Commission to provide free NVQ certificates to 150 workers from the districts of Anuradhapura and Jaffna through the RPL system.

• Survey on the vulnerable youth community including the group not engaged in employment, education or training (NEET) and a Programme to contribute them to the active Labour market

With the aim of identifying the vulnerable youth population including the group not engaged in employment, education or training (NEET) in Sri Lanka and identifying the reasons for their being so and referring them for training for employment, an island-wide survey has been implemented and subsequently Programmes to contribute them to the active Labour market. 3,144 beneficiaries have been identified through the survey.

• Implementing Programmes to provide knowledge to GCE Advanced Level students about the future job market and the opportunities to enter it. “Work Force Sri Lanka” Programme

“Work Force Sri Lanka” is a Programme to identify the potential of students, provide opportunities to explore the world of work, select a suitable job field, prepare for it, enter it, develop within it, and contribute to the national product of the country. ” Programme is being implemented. This Programme is primarily targeting GCE Advanced Level students.

This Programme is expected to help school students make decisions about future careers, to provide students with an understanding of the social responsibility they have to actively

contribute to the workforce, and to provide school students with an understanding of the employment trends in the coming years. In the year 2025, 162 Programmes have been conducted for Advanced Level students and 19,990 students have participated.

- **Conducting career guidance Programmes for Grade 09, GCE Ordinary Level, GCE Advanced Level children**

Based on the Multiple Intelligence Test, an awareness Programme is being conducted for Grade 9 students with the aim of identifying the child's intellectual abilities and future goals and selecting the most suitable subject categories, thereby providing accurate guidance for GCE (O.L).

Choosing the Advanced Level subject according to their ability and interest and future career The Programme to educate ordinary level students is conducted with the aim of identifying goals, guiding them on alternative education or alternative career needs. This includes introducing interests, abilities, choosing A-level subjects and providing guidance to achieve educational goals.

The Programme to educate A-level students is implemented with the aim of guiding school students who are aligned with the more competitive education system to create self-assessment of themselves, plan their life goals, and develop the necessary mental strength to enter the future world of work through intervention and personality development. This provides an understanding of self-assessment and personal personality, setting life goals, and accessing higher education, vocational training courses and employment after school.

Table 2.10 - Progress in conducting career guidance Programmes from 2025.01.01 to 2025.12.31

Name of the Programme	Number of schools	Number of school students
09th grade student awareness Programme	2,085	69,624
Ordinary level student awareness Programme	2,518	75,685
Advanced level student awareness Programme	1,199	37,900

2.7.3. Human Resource Management Division

- **Providing opportunities for women and people with disabilities who have difficulty accessing the job market or are not interested in it to join the production process at their own discretion.**

Under this, Programmes are being implemented in colLabouration with Institutes to provide part-time, remote or flexible employment opportunities for people with disabilities and necessary assistance is being provided to employ people with disabilities at the Divisional Secretariat Division level. In this regard, 715 people with disabilities have been employed in colLabouration with the Department of Social Services under the technical assistance of JICA since 2022. Number of employments in 2025 was 337. It is observed that this Programme is a very successful Programme, and from 2026, the Department of Manpower and Employment

will continue to work in collaboration with the Department of Social Services for the employment of persons with disabilities.

• **Conducting awareness Programmes for informal sector workers who are interested in entrepreneurship regarding digital marketing.**

A digital platform for the development of entrepreneurship of informal sector employees will be introduced here. Accordingly, areas such as Digital Marketing, online Marketing, E-commerce and Marketing Platforms will be introduced and knowledge will be developed here. Under this, 59 Programmes targeting 2,260 beneficiaries in the year 2025 have been implemented at a cost of Rs. 4.196 million.

Also, updating the department website and updating it with a new look with Procons (Developer) and ICTA will be carried out through the social media networks owned by the department (FB, YouTube, Twitter, linkedin, TikTok) has also been updated.

2.7.4. Government Employment Services Division

• **Conducting District and Regional Job Fairs and Career Fairs.**

The main objective of this Programme is to facilitate employment for job seekers who are registered/not registered with the Department covering the jurisdiction of the District and Divisional Secretariats. These opportunities involve employment agencies and training agencies, and vocational training agencies. Here, job/training seekers who come for the District Job Fair Programme are registered online in the Department database.

There, job seekers are motivated for various jobs through attitude development Programmes, awareness Programmes on future job fields and new trends in the Labour market. Through this, they are informed about private sector job providers and referred for interviews.

Based on the qualifications of the job seekers, private employment agencies recruit for the vacancies available in their Institutes. Thus The department also follows up on job seekers.

In addition, job seekers with training needs are referred to relevant training Institutes. This provides job seekers with the opportunity to develop skills that are relevant to the job market.

All job seekers participating in the job fair are categorized as follows and Another major function of this job fair Programme is to organize and plan and implement future Programmes for them.

- People seeking employment
- People needing career guidance
- People who want to develop as entrepreneurs
- People who have identified training needs

Table 2.11 - District and regional job fair progress from 2025.01.01 to 2025.12.31.

	Number of Programmes	implemented Number	Number of participants
1	District Job Fair and Career Fair	26	10,624
2	Regional Job Fair and Career Fair	226	25,354
3	Number of registered job seekers		69,984
4	Number of registered job providers		404
5	Referral of job seekers to jobs		19,824
6	Placement of job seekers to jobs		6,310
7	Registration of job vacancies		64,581
8	Provision of career guidance services to job seekers		36,180
9	Referral for training		11,757

• **Informing job seekers about job vacancies in weekend newspapers**

The Government Employment Services Division of the Head Office purchases the weekend newspapers Silumina, Lankadeepa, Sunday Observer, Weerakesari (Tamil), and Thinakaran and publishes the job vacancies published in those newspapers. Job seekers are informed about the available job vacancies by referring to the departmental Whatsapp groups and job seekers groups at the district level. Accordingly, steps have been taken to inform job seekers about the 4,145 job vacancies published in the above-mentioned Sinhala newspapers in the year 2025 and about 1,495 vacancies published in Tamil newspapers.

• **Holding employer conferences to expand coordination with private Institutions**

In directing job seekers to jobs in the private sector, those Institutes hold a special place. Accordingly, steps were taken to hold employer conferences with the participation of the CEOs or Human Resources Officers of private Institutes to expand coordination with private Institutes. Accordingly, steps were taken to hold 03 employer conferences in the year 2025, the details of which are given below. These employer conferences provide an opportunity to discuss in detail the current problems in the job market and the solutions to be provided for them.

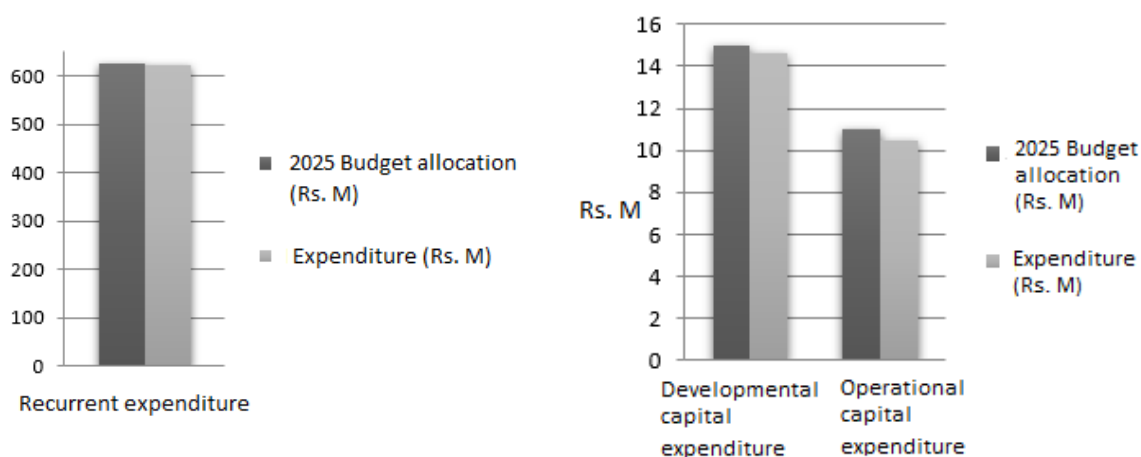
Table 2.12. - Employer Conferences

	Districts Held	Venue Held	Date Held	Number of Institutions Participated	Number of Executive/Human Resources Officers Participated
01.	Colombo	Head Office	2025/11/06	34	55
02.	Kurunegala	District Secretariat	2025/12/15	57	65
03.	Gampaha	District Secretariat	2025/12/19	63	75

2.7.5. Financial Progress

Table 2.13- Financial Progress as on 31.12.2025

Item	2025 Budget Provision (Rs.m)	Additional Provision	FR 66 Provision Transfers	2025 Total Provision (Rs.m)	Expenditure (Rs.m)	Remaining Provision (Rs.m)	Percentage (%)
Recurrent Expenditure	600.00	30.00	(4.00)	626.00	621.71	4.29	99%
Capital Expenditure (1+2)	22.00		4.00	26.00	25.01	0.99	96%
1. Operational	7.00		4.00	11.00	10.42	0.58	94%
2. Development	15.00			15.00	14.59	0.41	97%
Total	622.00	30.00	-	652.00	646.72	5.28	99%

Graph 2.17- Financial Progress as on 2025.12.31

2.8 National Institute of Labour Studies

The National Institute of Labour Studies carries out training and education activities in five main areas to create a productive workforce that contributes to socio-economic development by maintaining good labour relations. These are;

- Labour Law and Industrial Relations
- Human Resource Management
- Labour Migration
- Procurement and Contract Administration
- Business Management

These training Programmes are categorized as follows.

- Diploma courses
- Certificate courses
- Short-term training courses (one-day, two-day, three-day and five-day)
- Courses conducted at the request of client Institutes
- Special one-day training workshop

2.8.1 Physical and financial progress of the Programmes implemented by the National Institute of Labour Studies

Table 2.14 - Programmes implemented by the National Institute of Labour Studies from 2025.01.01 to 2025.12.31

No.	Activity	Physical Target	Physical Progress	Number of Participants	Financial Target (Rs. Million)	Financial Progress (Rs. Million)
(Training Division)						
1	Diploma Programs	9	9	434	35.74	26.37
2	Advance Certificate Programs	6	6	133	3.00	5.15
3	Certificate Programs	26	33	555	15.50	18.99
4	Short Term Training Course (1 Day/ 2 Day/ 3 Day)	40	76	2211	6.80	18.76
5	Requested Programmes by Institutions	40	35	1071	6.00	5.87

6	Special One-Day Workshops on Labour-Related Subjects	5	5	135	2.78	2.61
7	(Provide Consultancy Services)	2	1	–	0.6	0.29
Exam Division						
8	Conducting Efficiency Bar Examinations, Promotion Examinations, and Recruitment Examinations	20	23	2510	9.00	8.57

• **The following are the notable achievements of the National Institute of Labour Studies in the year 2025.**

- Establishing and maintaining an e-library linked to the Institute's website. Through this, the Institute's trainees The employees and relevant parties will be able to easily obtain information related to the local and foreign Labour market.
- Implementing a chatbot named “Nily” that uses artificial intelligence to query the organization’s information and get answers to questions, providing a 24/7 service, and operating in three languages: Sinhala, Tamil, and English.
- Conducting a national-level survey in colLabouration with the Department of Manpower and Employment on the demand for nursing services in the Care Economy, focusing on the rapidly increasing elderly population, increasing female Labour participation, and creating employment opportunities.
- In the year 2025, a consultancy service was provided on the administrative services, accounting, finance, and human resource management fields of the Central Environmental Authority and on the steps to be taken to overcome the weaknesses pointed out by the audits and implement the duties more systematically.
- Initiation of training courses for government servants to perform official duties using artificial intelligence
- Collection of funds from external parties for the courses, implementation of the Govpay system.

• **Certificate Awarding Ceremony**

The presentation of certificates to 142 officers who successfully completed the General Management and Labour Migration Professional Certificate Course and the Basic Certificate Course on Foreign Employment Agency Management in the year 2025 was successfully held

at the Bandaranaike Memorial International Conference Hall on 31st October 2025 under the patronage of the Hon. Minister of Labour.

In addition, the awarding of certificates to 95 officers who successfully completed the Advanced Certificate Course on Labour Law and Industrial Relations, the Certificate Course on Procurement Process and Information Technology and Artificial Intelligence was held on 19th August 2025 and the awarding of certificates to 45 officers who participated in the Training Programme on Creating a Quality Work Environment for Industrial Harmony was held on 26th August 2025 at the premises of the National Institute of Labour Studies under the patronage of the Secretary to the Ministry of Labour.

Table 2.15 - Financial Progress of the National Institute of Labour Studies - as on 31.12.2025

	Annual Budget (Rs.)	Target Budget 2025.12.2025 (Rs.)	Actual Budget 2025.12.2025 (Rs.)
Revenue			
Training	72,420,000.00	72,420,000.00	80,735,982.00
Examinations	7,000,000.00	7,000,000.00	8,566,867.00
Fixed Deposit	8,000,000.00	8,000,000.00	7,808,653.00
Total	87,420,000.00	87,420,000.00	97,111,502.00
Expenses			
Salary	24,800,000.00	24,800,000.00	23,658,122.00
External Programmes	29,000,000.00	29,000,000.00	36,141,553.00
Travel Expenses	800,000.00	800,000.00	96,500.00
Supplies and Consumables	4,860,000.00	4,860,000.00	5,043,863.00
Maintenance	5,000,000.00	5,000,000.00	3,440,392.00
Contractual Services	8,470,000.00	8,470,000.00	9,575,192.00
Other Operating Expenses	2,124,000.00	2,124,000.00	1,429,046.00
Depreciation			3,948,509.00
Total	75,054,000.00	75,054,000.00	83,333,178.00
Surplus/(Deficit)	12,366,000.00	12,366,000.00	13,778,324.00

2.9 National Institute for Occupational Safety and Health

2.9.1. Improving Occupational Safety and Health

To reduce occupational accidents in the workplace, the National Institute for Occupational Safety and Health (NIOSH) conducts diploma courses, certificate courses, and various courses on occupational safety and security for the training of occupational safety officers. Environmental measurements are taken for safety and health in the workplace and assessments are made to identify risks. The progress of the Programmes carried out by the institute up to December 31, 2025 is as follows.

• Environmental Surveys

To ensure the occupational safety of employees working in factories, it is checked whether the working environment is at an appropriate level. In this, air quality and smoke testing are monitored, dust levels are surveyed in the factory, noise levels are surveyed and acoustic measurements are measured, temperature levels are surveyed, etc. For these measurements, high-quality equipment is used to determine whether the relevant environmental conditions are conducive to the health of the employees. When the necessary environmental conditions are not met, they are given the necessary technical instructions to maintain them properly and are made aware of the need to work in a healthy manner. 148 environmental surveys have been conducted in the year 2025.

• Medical Examinations

With the aim of retaining a healthy workforce in the Labour market and increasing production efficiency, medical examinations are conducted to determine whether the health of the professionals engaged in the service is proper. There, tests to measure the hearing status of individuals, blood analysis, assessment of fitness to work, lung function tests, vision tests, etc. are conducted. The medical examinations identify the existing diseases in the professions and reveal whether they are suitable for engaging in that profession or not. They also provide them with the necessary medical advice for their existing diseases and educate them. This service visits the necessary Institutes and conducts medical examinations, and if necessary, this is also done at the National Institute of Occupational Safety and Health. The service is available. Ten medical examinations have been conducted in 2025.

• Risk Identification and Advice Service of the National Institute of Occupational Safety and Health

One of the functions of this institute is to identify the existing risk conditions after observing factories or workplaces and provide the necessary technical advice to minimize the risks. In the year 2025, 06 risk assessment surveys have been conducted and 28 in-workplace trainings have been conducted.

2.9.2 Courses conducted by the National Institute of Occupational Safety and Health

The National Institute of Occupational Safety and Health is responsible for producing the necessary human resources, safety officers, with the aim of creating safe workplaces in Sri Lanka. There, the theoretical knowledge required by health and safety officers is provided to

them through our lectures, and the Institute takes steps to provide them with the necessary practical knowledge by visiting the workplaces. Also, their knowledge is tested through evaluation reports, presentations, etc. and through examinations, and diploma certificates are awarded to suitable students.

- **National Occupational Safety and Health Diploma Courses**

The National Occupational Safety and Health Diploma Courses are conducted as separate courses in English and Sinhala media. Studying the English medium course is a qualification for foreign employment, and students who have already successfully completed the course are employed in local and foreign countries. Batches 29 and 30 have been started in the year 2025, and 90 students have joined it. The courses are planned to be completed in the year 2026.

The 4th batch of the Sinhala medium course was started in 2024 with the participation of 14 students and completed in June 2025, while the 5th batch was started in June 2025 with the participation of 45 students.

- **National Certificate Course in Occupational Safety and Health**

Anyone who has passed the Advanced Level and is interested in Occupational Safety and Health can study this course. The course for batches 58, 59 and 60 was started and completed in 2025 with the participation of 135 students. The courses for batches 61 and 62 were started and are being implemented in 2025. The participation for that is 92 students.

- **National Occupational Safety and Health Foundation Course**

This course has been introduced to provide knowledge in the field of occupational safety for O/L and A/L school leavers who are interested in occupational safety and health to get employed. The course for batch number 12 was conducted in the year 2025 and 13 students have successfully completed the course.

- **Environmental Management Course for Executive Grade Officers**

This course was first started in the year 2020 with the aim of management working in Institutes. The 4th batch of this course was completed in the year 2025 with the involvement of 26 officers.

2.9.3. Special Social Welfare Programmes

The National Institute of Occupational Safety and Health has conducted the following special social welfare Programmes in addition to the general activities on occupational safety and health until December 31, 2025.

- Conducting a practical first aid training Programme, a medical camp and an awareness Programme to promote occupational safety of employees in factories in the Ekala Industrial Park on February 14, 2025, and an awareness Programme to promote occupational safety of students undergoing vocational training in technical colleges (Katunayake).
- Conducting a promotional Programme to raise awareness on occupational safety and health through the Ministry of Agriculture's Green Television channel. – 2025.04.09

- On 2025.04.28, awareness was raised on occupational safety and chemical safety of workers in domestic farms (polytunnels) in the Western Province

Awareness of students undergoing vocational training on occupational safety and health

Awareness of workers in small and medium-scale factories on fire safety

A practical first aid Programme was held with the aim of promoting the occupational safety of workers working in Colombo shops and awareness of the safety of working at height with the aim of improving the occupational safety of workers in factories.

- An awareness Programme was held online on 2025.06.05 for World Environment Day.

- An occupational safety awareness Programme for drivers of the Western Road Passenger Transport Authority was held on 2025.09.03.

- The National Institute of Occupational Safety and Health and the Construction Development Authority jointly held a Programme on 2025.09.17 with the aim of promoting the occupational safety and health of workers at small and medium-scale construction sites in the construction sector.

- A Programme to promote the occupational safety and health of students who have left school and are currently undergoing vocational training in anticipation of entering the world of work was successfully held on 2025.09.17.

- An occupational safety and health awareness Programme for students of the Jaffna College of Technology who are undergoing vocational training in anticipation of entering the world of work and an occupational safety and awareness Programme for factory workers in collaboration with the Industrial Safety Division of the Department of Labour on 2025.09.22.

- Conducting awareness Programmes on 2025.10.02 in collaboration with the Industrial Safety Division of the Department of Labour with the aim of promoting occupational safety and health of employees in the plantation industry and tea industry.

• **Other special Programmes**

- The National Occupational Safety and Health Conference and the Diploma and Certificate Award Ceremony for Occupational Safety Officers, which was held based on the celebration of the National Occupational Safety Week, was planned to be held on 17th December 2025, but due to the emergency situation, it was postponed to 10th February 2026. Accordingly, it was held at the Watersedge Hotel premises under the patronage of the Hon. Minister of Labour. The theme this time is Digital Solution for OSH. Lectures were given by experts in the field and about 500 business and managers and occupational safety officers representing the employer side participated in this seminar.

- The Care Givers course conducted by Surado Campus, covering the scope of relevant occupational safety and security, has been started in the year 2025 and has been completed so far for groups 18, 19, 20, 21 and 22. The number of students who successfully completed this course is 167.
- The course on Occupational Safety and Health for Hospital Nursing Staff has been successfully conducted for 12 students on the 13th, 14th and 15th of November 2025.
- The Work at Height Programme was conducted on 31st May and 01st June 2025 targeting 21 students.
- The Work Life Balance and Stress Management Programme was conducted on 18th and 19th March 2025 with the participation of 13 students.
- The Risk Assessment Programme was successfully conducted on 09th and 10th August 2025 for 24 students.

• Special Achievements

- Ten (10) students who passed the G.C.E. Advanced Level National Occupational Safety and Health Course have been referred to Changshing University, Korea for their degree studies.
- The National Institute of Occupational Safety and Health will contribute to national development by contributing Rs. 12 million to the government treasury in the years 2023/2024 and paying Rs. 25 million as income tax.
- In line with government policies, maintaining transparency in the collection of funds by government Institutions and implementing the gov.pay system, contributing to a compliant government service.

2.10 Office of Commissioner of Workmen's Compensation

The Office of Commissioner of Workmen's Compensation is responsible for paying compensation to employees who are injured in the course of employment, suffer from diseases caused by the nature of their work, and to the dependents of workers who die due to accidents at work.

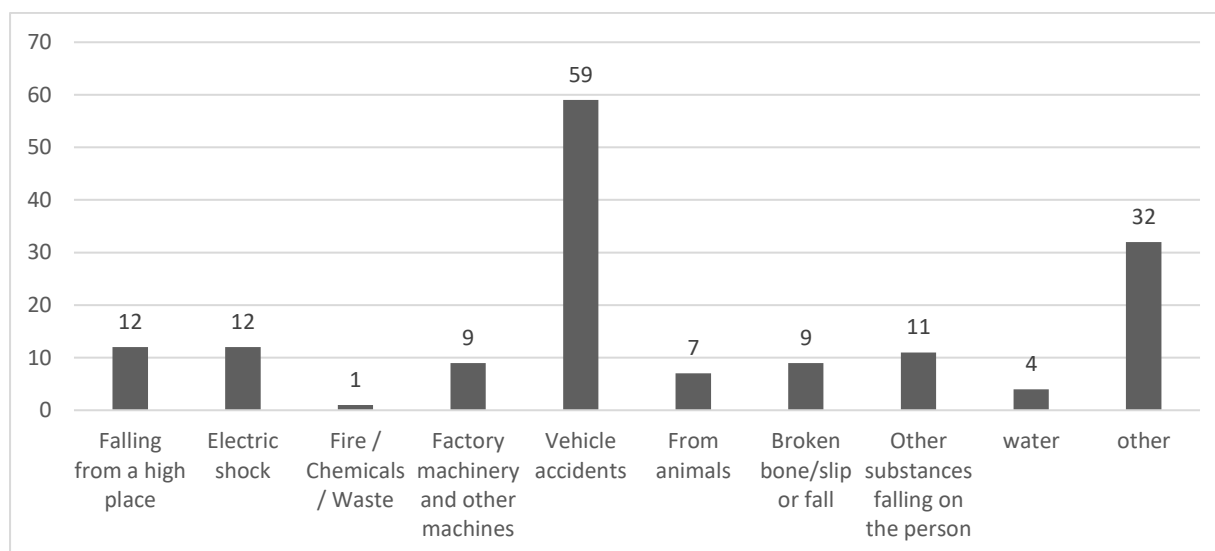
Table 2.16 - Number of case files pending as on 2025.12.31

Number of case files pending as on 2025.01.01	393
Number of case files initiated during the period from 2025.01.01 to 2025.12.31 (fatal - 156 and non-fatal - 240)	396
Total number of case files processed during the year 2025	789
Number of case files closed during the period from 2025.01.01 to 2025.12.31	309
Number of case files pending as on 2025.12.31	480

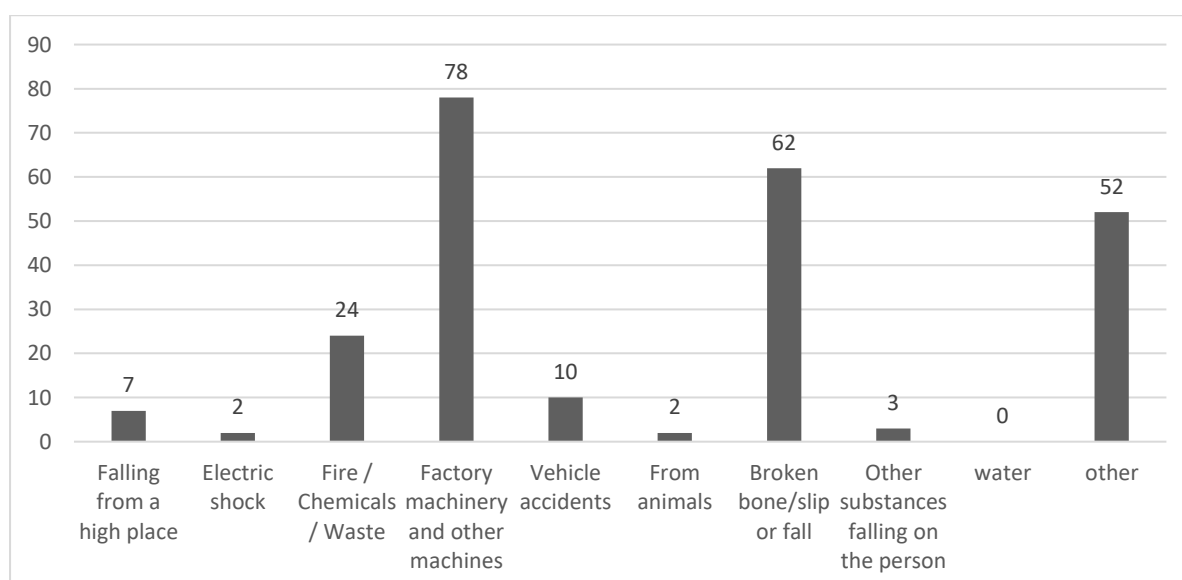
Table 2.17 - Time analysis of case files closed during the period from 2025.01.01 to 2025.12.31

2025 Number of cases initiated and concluded in the same year	83
Number of cases in previous years	226

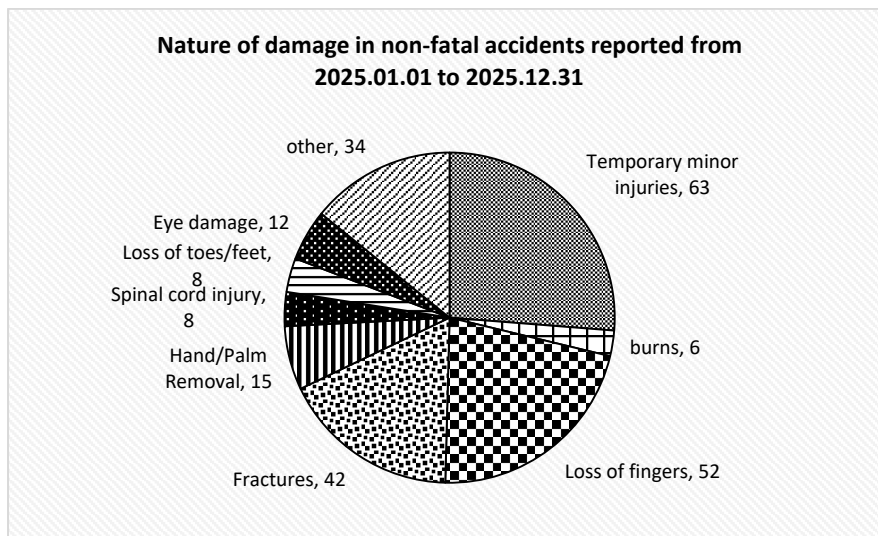
Graph 2.18 -Number of fatal accidents reported from 2025.01.01 to 2025.12.31 - By nature of accident



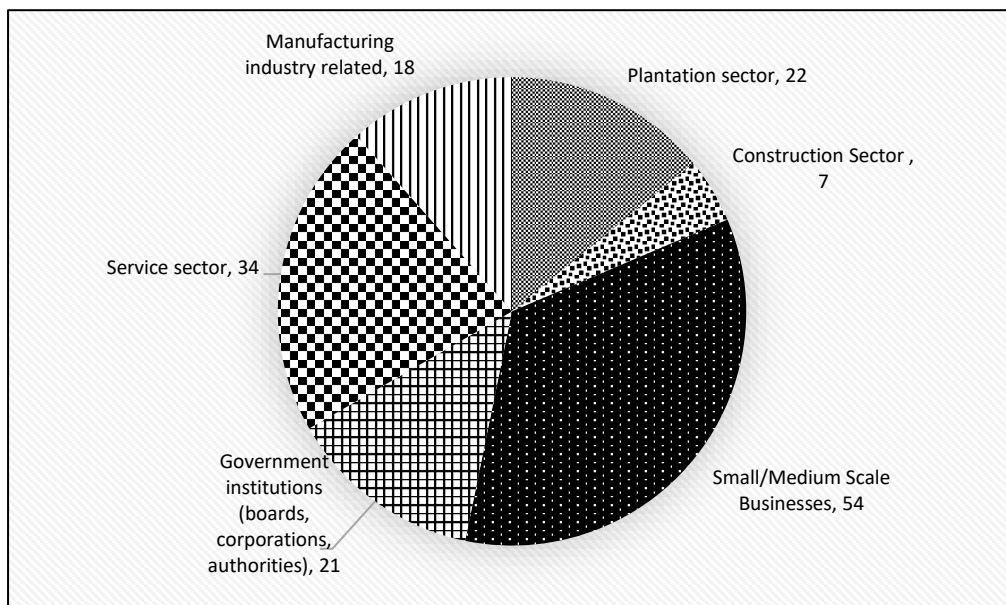
Graph 2.19 - Number of non-fatal accidents reported from 2025.01.01 to 2025.12.31 - By nature of accident



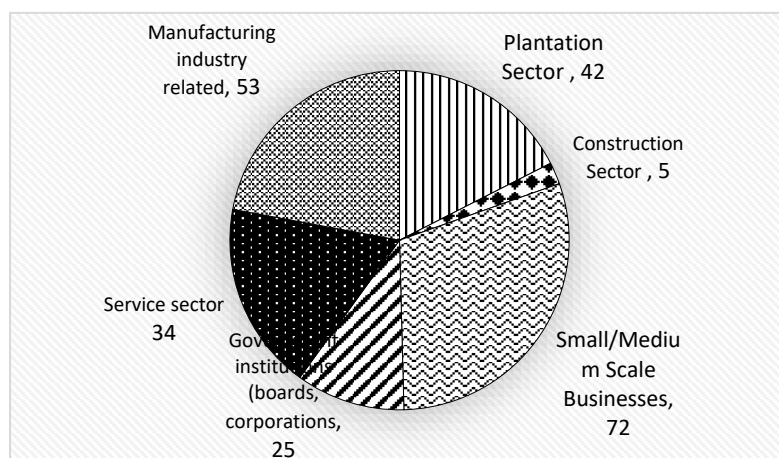
Graph 2.20 - Number of non-fatal accidents reported from 2025.01.01 to 2025.12.31 - By nature of injury



Graph 2.21 - Number of fatal accidents reported from 2025.01.01 to 2025.12.31 - By field of employment



Graph 2.22 - Number of Non-Fatal Accidents Reported from 2025.01.01 to 2025.12.31 - By Employment Sector



The Shrama Vasana Fund conducts Welfare Programmes to improve the living standards of the working community. Under this, the Shrama Vasana Fund conducts eye camps, medical camps, scholarships for school children of families of deceased employees, school equipment, technical education for livelihood assistance and other welfare Programmes throughout the island.

The Programmes conducted by the Shrama Vasana Fund in the year 2025 are as follows.

• Awareness Programmes

Promoting the welfare of employees is one of the primary objectives of establishing the Shrama Vasana Fund. Looking back at the past few years, it was clear that most of the industrial accidents that occur in Sri Lanka have occurred due to negligence of employees and lack of inclination to use safety equipment.

For these reasons, as a precautionary measure to prevent accidents, factories where accidents have been reported in the past years and where there are risky situations were identified and training workshops and awareness programmes on safe working were conducted by engineers who have knowledge about it.

Also, employees were informed about Labour laws and regulations. Awareness Programmes were conducted through experienced resource persons in the field with the aim of raising awareness about the problematic situations that arise for the employees as well as the owners of the Institutions. In the year 2025, 41 awareness programmes were conducted covering the entire island and about 1,900 employees were directly benefited through this. The cost of this Programme is Rs. 706,543.00.

• Fatal Accident Scholarship Programme

These Programmes are implemented for the children of the workers who died or became completely disabled due to accidents in factories in Sri Lanka.

Beneficiaries are identified based on information obtained from factory inspectors and the Office of the Workers' Compensation Commissioner regarding industrial accidents occurring

in a factory, workplace or workplace. Children of deceased or totally disabled employees (from pre-school to university education, i.e., between the ages of 3-25) who are studying are eligible for this scheme. A fixed deposit of Rs. 75,000 and educational equipment are provided to these children.

In the year 2025, benefits have been provided to 72 scholarship recipients. An expenditure of Rs. 5,087,274.00 has been incurred for this.

• **Legal Aid Programmeme**

This Programmeme is implemented to provide relief to employees in cases where private sector employees have been unfairly dismissed, when Institutions are closed without prior notice and when a complaint has been filed before the Workers' Compensation Commissioner. Under this, benefits have been paid to 22 beneficiaries. The total amount spent on this is Rs.575,302.00.

• **Medical Assistance Programme**

This Programme is implemented to provide relief to employees suffering from occupational diseases / industrial diseases that have arisen while working. Under this, medical assistance of Rs.705,000.00 has been provided to 18 beneficiaries.

• **Medical Camps**

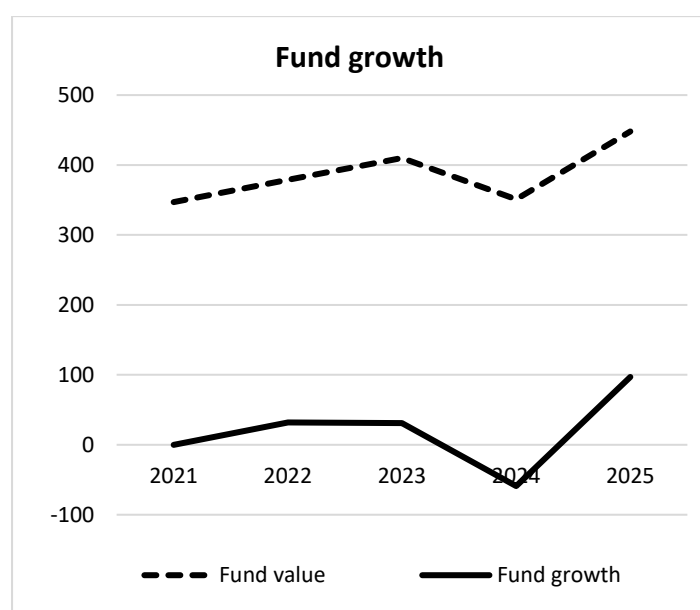
04 medical camps have been held in the year 2025 under the medical camps to identify employees who have fallen victim to occupational diseases in factories located in risk zones. The cost for this is Rs.1,221,740.00.

• **Growth of Shrama Vasana Fund**

Table 2.18 - Growth of Shrama Vasana Fund

Growth of Shrama Vasana Fund (Rupees Million)					
	2021	2022	2023	2024	2025
Value of Fund	347	379	410	351	448

Graph 2.23 - Growth of Shrama Vasana Fund

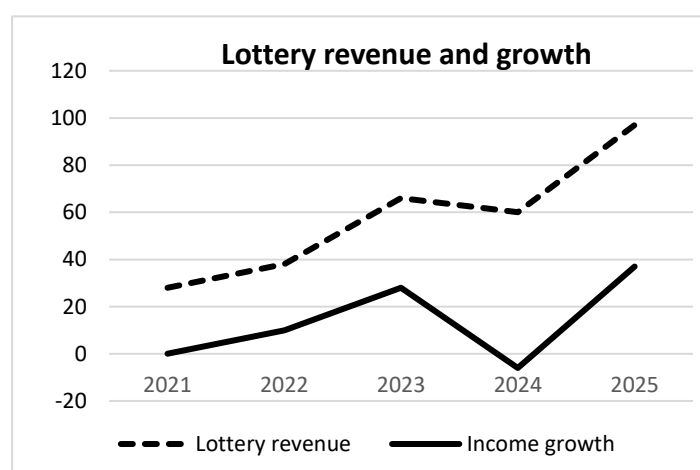


• Lottery Income

Table 2.19 - Lottery Income of Shrama Vasana Fund

Lottery Income (Rupees Million)					
	2021	2022	2023	2024	2025
Lottery Income	28	38	66	60	97

Graph 2.24 - Lottery Income of Shrama Vasana Fund



The plans and Programmes expected to be implemented in the future by the Ministry of Labour and its affiliated Institutions to achieve their objectives are as follows:

➤ **Strengthening the legal framework related to the Labour sector.**

• **Amending Labour laws with provisions suitable for the contemporary**

The expert committee appointed with the approval of the Cabinet to amend the existing provisions of the currently implemented acts by removing the complexities between the acts and simplifying them, ensuring benefits to all parties and taking into account the current government policies, is carrying out legal reforms with the aim of enacting four acts namely Labour Standards, Industrial Relations, Occupational Safety and Health and Trade Unions, incorporating the new trends in the world of work introduced by the current Labour law reforms in Asian countries and the provisions of the International Labour Organization conventions that Sri Lanka has ratified and is to ratify in the future, in a manner suitable for the country. After the relevant amendment is made, the act is to be submitted to the Cabinet.

• **Amending the Employees Provident Fund Act No. 15 of 1958 in a manner that is suitable for the welfare of employees and the contemporary**

The Department of Labour is currently redrafting the Employees Provident Fund Bill, which should be forwarded to the Legal Draftsman with the approval of the Cabinet for preparation as a Bill. The draft thus prepared will be submitted to the Cabinet with the Attorney General's certificate that it is in accordance with the Constitution and will be published in the Government Gazette as a Bill and submitted for approval by Parliament.

• **Formulating and amending regulations under the Factories Ordinance No. 45 of 1942**

The Department has been entrusted with the responsibility of ensuring the health and safety of employees according to the nature of their work for the professional Institutions identified in accordance with the Government Policy Statement and preparing standards for that purpose. Under this, 02 regulations to be made under the Factories Ordinance No. 45 of 1942 were identified and drafted in the year 2025. These drafts are expected to be submitted to the National Labour Consultative Council in the year 2016 and submitted to Parliament after receiving suggestions. It is expected that 15 more regulations will be drafted in the year 2026 with the assistance of a consultant.

• **Amendment of the National Institute of Occupational Safety and Health Act No. 38 of 2009**

To enter into agreements with local and foreign Institutes for the award of diplomas and degrees, and to enable The draft bill currently being prepared by the Legal Draftsman to amend the National Institute of Occupational Safety and Health Act is to be submitted for Attorney General's approval.

• **Amendment of the fines applicable to offences under the Employment of Women, Young Persons and Children Act No. 47 of 1956.**

After receiving the Attorney General's approval, the draft bill will be submitted to Parliament for approval and the Cabinet approval will be obtained for publication in the Government Gazette. After the draft bill is submitted to Parliament, it will be submitted to the Consultative

Committees etc. and after approval, it will be referred for first and second reading and debate and passed.

- **Obtaining recommendations on the implementation of the Industrial Disputes (Special Provisions) Act No. 19 of 2022**

After submitting the committee's recommendation to the Hon. Minister of Labour and the Hon. Minister of Justice, steps will be taken to consider publishing gazette notifications or alternative methods regarding the date of implementation of the Act as per the instructions given.

- **Memorandum of Understanding between Changshin University, South Korea and the National Institute of Occupational Safety and Health (NIOSH) under the Ministry of Labour**

As informed by the Ministry of Foreign Affairs, the views of the Ministry of Education, Higher Education and Vocational education and the Sri Lanka Bureau of Foreign Employment should also be obtained and the recommendations of the Ministry of Foreign Affairs should be obtained and the relevant changes in the agreement should be made and the agreement should be signed between the two countries.

- **Protecting the rights of employers and employees in the context of globalization and open economic policies**

- **Introducing a maternity insurance system**

Currently, maternity benefits are an employer-sponsored scheme. This scheme is not in line with internationally recognized Labour conventions and has a negative impact on increasing female participation in the workforce. Therefore, it is important to implement maternity benefits in an insurance scheme that is not a burden on employers, and for this, the Ministry will work in the future to build a legal framework for this in consultation with stakeholders.

- **Coordination for the ratification of the Convention concerning work in the Fishing sector (C188)**

A gap analysis has been conducted to identify the gaps in the existing legal framework for the implementation of the provisions of the C188 Convention in Sri Lanka and discussions are ongoing with representatives of the International Labour Organization and officials of the Ministry of Fisheries, Aquatic and Marine Resources regarding the ratification of this Convention.

- **Ratification of the Convention on the Elimination of Violence and Harassment in the Workplace (C190)**

The ratification of the “Violence and Harassment Convention” (C190) is scheduled to be carried out in 2026 and measures are to be taken for this purpose.

Furthermore, in order to apply this Convention to employees in the semi-government and private sectors Necessary legal provisions are to be introduced. Also, an Inter-Ministerial Steering Committee is to be appointed to implement the necessary legal provisions to make this Convention applicable to government sector employees.

With the technical assistance of the International Labour Organization, a Training of Trainers (TOT) Programme is to be conducted with the participation of the National Institute of Labour Studies on Convention C190, followed by officer training Programmes and awareness Programmes for both employers and employees.

➤ **Implementation of the Decent Work Programme.**

- Steps have been taken to prepare a local Decent Work Programme for the years 2026–2032 in consultation with tripartite representatives, with the assistance of the International Labour Organization.
- Under the Decent Work Programme, the Department of Labour, the Department of Manpower and Employment under the Ministry, utilizing the budget allocations for the year 2026, and The National Institute of Labour Studies plans to conduct social dialogue promotion Programmes, child Labour elimination Programmes, Programmes to motivate vulnerable youth groups and unemployed youth to the active Labour market, Labour law, social protection and gender-based discrimination prevention and equality, personal safety, use of equipment, use of chemicals, etc., in the year 2026 as well.

➤ **Elimination of child Labour and forced Labour**

- It is expected to prepare an action plan for the elimination of child Labour for the year 2026 with the participation of the members of the National Steering Committee on Elimination of Child Labour (NSCECL) and hold its committee meetings once a month to review the progress.
- From Sri Lanka The elimination of child Labour is a fundamental task of the Department of Labour, and the Department of Labour is constantly committed to achieving this national goal. Accordingly, in the year 2026, it is planned to implement Programmes such as conducting investigations into complaints received regarding child Labour, conducting special field inspections in targeted risk areas to identify children at risk of child Labour, and conducting awareness Programmes.
- Forced Labour Awareness workshops on the implementation of the vision are planned to be held in 2026 covering several major districts of the island including the Colombo district.

➤ **Career Guidance**

- Implementing vocational training institute observation Programmes targeting GCE Advanced Level students studying in schools located in remote areas with minimal facilities to provide practical experience to enter the world of work with skills. (Vocational Training Institute Visit)
- Providing formal training opportunities to workers engaged in selected professions in the informal sector and enhancing their professionalism, providing the necessary knowledge to regularize their services, and aiming to create new job opportunities and increase female Labour participation in the formal sector.
- Covering 40% of the total number of secondary government schools in the island, Grade 09, GCE Ordinary Level/GCE Implementing career guidance Programmes for A/L students to suit the future world of work.

- Implementing Programmes in collaboration with national and internationally recognized private Institutes to provide practical experience of the world of work for job-seeking youth (Exposure to the world of work). (Empower Youth Programmes)

➤ **Human Resource Management / Development**

- Identifying suitable individuals from among disabled persons and (jointly with the Department of Social Services) taking steps to employ 600 of them in the private sector by 2026.
- Increasing the knowledge of digital marketing in a formal manner for people who are self-employed or engaged in businesses in the informal sector, and conducting awareness Programmes to promote businesses by using new technology for their businesses (Digital Marketing Programme)
- Providing a fair, respectful and safe work environment for all employees. Under this, to conduct awareness Programmes for employees of plantation companies and the workforce of factories located in investment promotion zones on Labour laws, social security and prevention of gender-based discrimination (SGBV).
- To provide detailed information to the government about the activities of state-owned enterprises and to ensure transparency, to provide information and services including resource/training Programme information, registration for training Programmes, Programme evaluations, etc. online. To provide NVQ 3 training to young people in relation to the professionalization of nursing service (Care Giver/Care Worker) as the next phase of the “Care Economy” survey conducted in 2025 regarding the Labour market.
- To conduct essential training Programmes and awareness Programmes for trade unions, trade union leaders and trade union members.
- To organize activities to educate government sector officials on improving service efficiency using information technology and artificial intelligence (AI).

➤ **Labour Market Information Analysis**

- Conduct a survey for 2026 regarding the youth community who are already in the vulnerable groups identified in Sri Lanka and who have not been able to find employment opportunities for a long time, and implement Programmes to contribute to the active Labour force. (This is planned to minimize the decrease in the Labour force that is expected to occur in the country in the next few years.)
- Conduct a survey on the classification of employment Institutions, analysis of new employment trends, the status of human resources in those Institutions and the identification of vacancies, covering all the remaining 21 districts.

➤ **Software Development**

- The Central Bank of Sri Lanka and the Department of Labour have initiated the selection of an Institute to prepare the system as per the recommendations of the consultant who provided

the consultancy service to prepare a unified database for carrying out activities related to the Employees Provident Fund, and its future activities are scheduled to be carried out in the year 2026.

- Also, the need for scanning files and the need for an electronic archive to store files related to the Employees' Provident Fund electronically has been identified and it is planned to develop an Inventory Management Software in the year 2026 to carry out warehouse management activities more efficiently in the departments of the Head Office of the Department of Labour as well as in the regional offices located throughout the island.
- In accordance with the government's policy statement, the first step in providing the services provided by the Employees' Provident Fund as electronic services for digital governance was initiated in the year 2025. Accordingly, the introduction of the Digital EPF software for online registration of employers and members for the Employees' Provident Fund was carried out in the year 2025. Further development work is scheduled to be carried out in the year 2026.
- The Digital Application System, which is being developed to enable online entry of information for registration of job seekers/registration of employment agencies in the Government Employment Service, entry of job vacancies and follow-up activities, will be used for the activities of the Department of Manpower and Employment.
- The National Institute of Labour Studies will continue to operate on a self-financing basis and courses will be brought closer to the public using new technological methods. I am working.

➤ **Staff Recruitment and Development**

- Recruitment for the vacant posts of Labour Officer and Assistant Labour Commissioner in the Department of Labour is scheduled to be made in the year 2026.
- Also, a Cadre Review of the Department of Labour is scheduled to be conducted in the year 2026, and it is also expected to prepare a formal incentive system for officers and organize an evaluation ceremony to evaluate officers and officers who show high performance.
- As per the approval received in the year 2025, recruitment was made for 02 Management Service Officers for the National Institute of Labour Studies, and recruitment is scheduled to be made for the post of Programme Officer. Similarly, although approval has been given to recruit on a secondary basis for the posts of Director (Training), Finance Officer and Planning Officer, requests have been made to revise it to recruit permanent staff. Accordingly, recruitments are scheduled to be made for those posts in the future.
- Recruitments are scheduled to be made for the post of Director General, 02 posts of Director, 02 posts of Assistant Director, 01 post of Occupational Safety Officer, 04 posts of Management Services Officer and the post of Librarian for the National Institute of Occupational Safety and Health.

➤ **Building Development Activities**

It is proposed to carry out internal construction and renovation works of the buildings in the main office premises and maintenance works of the buildings in the regional offices located throughout the island in order to provide a more attractive working environment for the clients of the Department of Labour. Under this, structural changes to the Labour Secretariat building, renovation of the ground floor, renovation of the 6th and 10th floors, and internal construction works of the building and maintenance of the buildings of the regional offices located throughout the island are scheduled to be carried out.

In addition, the Ministry and its affiliated Institutions have planned to carry out the following work units in order to make their work more efficient and systematic in achieving their objectives.

- It is expected that the role of the Department of Manpower and Employment will be restructured to suit the formulation of policies that are suitable for creating a productive workforce in the labour sector so that it can contribute more to the gross domestic product.
- Steps have been taken to prepare a comprehensive plan for the National Institute of Labour Studies for the period of 2027 - 2030.
- Steps have been taken to prepare a five-year (2026 – 2030) strategy for the National Institute of Occupational Safety and Health.
- The strategic plan prepared in accordance with the government policy statement is planned to be implemented in the year 2026, with the main tasks of improving training, research and capacity building for occupational safety and health assessment and industry certification, research initiatives, capacity building of researchers, development of learning management systems and deployment of an AI-powered occupational safety and health support system to support companies.
- The Board of Studies (BOS) established in the year 2025 will seek advice on curriculum development and accreditation of training courses conducted by the National Institute of Labour Studies, and obtain technical advice to promote policy formulation based on research and publications.

Chapter Three

Overall Financial Performance for the Year Ended 31 December 2025

Financial progress

3.1 Statement of Financial Performance

Statement of financial performance for the period ended in 31st December 2025

Statement of Financial Performance for the period ended 31st December 2025						ACA -F
Revised Budget Allocations 2025		Note	Actual			
Rs.			2025 Rs.	2024 Rs.		
-	Revenue Receipts		-	-		
-	Income Tax	1	-	-		
-	Taxes on Domestic Goods & Services	2	-	-	ACA-1	
-	Taxes on International Trade	3	-	-		
-	Non Tax Revenue & Others	4	-	-		
-	Total Revenue Receipts (A)		-	-		
-	Non Revenue Receipts		-	-		
-	Treasury Imprests		301,487,000	1,586,211,217	ACA-3	
-	Deposits		492,088,236	343,505,548	ACA-4	
-	Advance Accounts		117,631,077	51,224,516	ACA-5	
-	Other Main Ledger Receipts		363,732	-		
-	Total Non Revenue Receipts (B)		911,570,045	1,980,941,281		
-	Total Revenue Receipts & Non Revenue Receipts C = (A)+(B)		911,570,045	1,980,941,281		
-	Remittance to the Treasury (D)		145,594,562	3,732,365		
-	Net Revenue Receipts & Non Revenue Receipts E = (C)-(D)		765,975,483	1,977,208,916		
-	Less: Expenditure					
-	Recurrent Expenditure					
148,013,272	Wages, Salaries & Other Employment Benefits	5	134,547,358	1,311,233,480	ACA-2(ii)	
153,336,728	Other Goods & Services	6	104,955,451	262,835,499		
66,100,000	Subsidies, Grants and Transfers	7	65,592,976	92,408,502		
-	Interest Payments	8	-	-		
50,000	Other Recurrent Expenditure	9	-	21,020		
367,500,000	Total Recurrent Expenditure (F)		305,095,784	1,666,498,501		
-	Capital Expenditure					
-	Rehabilitation & Improvement of Capital Assets					
8,300,000	Assets	10	3,611,314	9,319,407	ACA-2(ii)	
12,500,000	Acquisition of Capital Assets	11	10,541,898	7,985,143		
-	Capital Transfers	12	-	-		
-	Acquisition of Financial Assets	13	-	-		
4,200,000	Capacity Building	14	3,476,191	898,034		
35,500,000	Other Capital Expenditure	15	25,056,537	209,072,219		
60,500,000	Total Capital Expenditure (G)		42,685,940	227,274,803		
-	Deposit Payments		492,384,387	346,525,067	ACA-4	
-	Advance Payments		7,530,790	55,862,138	ACA-5	
-	Other Main Ledger Payments		-	-		
-	Total Main Ledger Expenditure (H)		499,915,177	402,387,205		
-	Total Expenditure I = (F+G+H)		847,696,901	2,296,160,509		
-	Balance as at 31st December J = (E-I)		(81,721,418)	(318,951,593)		
-	Balance as per the Imprest Adjustment Statement		(81,721,418)	(319,315,325)	ACA-7	
-	Imprest Balance as at 31st December		-	363,372	ACA-3	
-			-	363,732		

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3.2 Statement of Financial Position as at 31st December 2025

ACA-P

Statement of Financial Position As at 31st December 2025

	Note	Actual 2025 Rs	2024 Rs
<u>Non Financial Assets</u>			
Property, Plant & Equipment	ACA-6	524,768,609	894,432,663
<u>Financial Assets</u>			
Advance Accounts	ACA-5/5(a)	16,734,942	126,835,229
Cash & Cash Equivalents	ACA-3	-	363,732.00
Total Assets		541,503,551	1,021,631,624
<u>Net Assets / Equity</u>			
Net Worth to Treasury		11,673,834	121,437,068
Property, Plant & Equipment Reserve		524,768,609	894,432,663
Rent and Work Advance Reserve	ACA-5(b)	-	-
<u>Current Liabilities</u>			
Deposits Accounts	ACA-4	5,061,108	5,398,161
Unsettled Imprest Balance	ACA-3	-	363,732.00
Total Liabilities		541,503,551	1,021,631,624

Detail Accounting Statements in ACA format Nos.2 to 7 presented in pages from 7 to 39 and Annexures to accounts presented in pages from 40 to 46 form an integral part of these Financial Statements. **The Financial Statements have been prepared in accordance with the Government Financial Regulations 150 & 151 and State Accounts Guideline No. 02/2025, dated 17.12.2025** and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found in agreement.

We hereby certify that an effective internal control system for the financial control exists in the Reporting Entity and carried out periodic reviews to monitor the effectiveness of internal control system for the financial control and accordingly make alterations as required for such systems to be effectively carried out as per the Section 38(1) (C) of the National Audit Act No.19 of 2018.


Chief Accounting Officer
Name :
Designation :
Date : 24.02.2026

S.M. Piyatissa
Secretary
Ministry of Labour
7th Floor, "Mehewara Piyesa"
Narahenpita, Colombo 05.


Accounting Officer
Name :
Designation :
Date : 24.02.2026

S.M. Piyatissa
Secretary
Ministry of Labour
7th Floor, "Mehewara Piyesa"
Narahenpita, Colombo 05.


Chief Financial Officer/-Chief Accountant/
Director (Finance)/-Commissioner (Finance)
Name :
Date : 23.02.2026

G. Chamari N. Fonseka
Chief Financial Officer
Ministry of Labour
6th Floor, "Mehewara Piyesa"
Narahenpita, Colombo 05.

3.3 Statement of Cash Flows for the year ended 31.12.2025

ACA-C

Statement of Cash Flows for the Period ended 31st December 2025

	Actual	
	2025 Rs.	2024 Rs.
Cash Flows from Operating Activities		
Total Tax Receipts	-	-
Fees, Fines, Penalties and Licenses	-	-
Profit	-	-
Non Revenue Receipts	363,732	-
Revenue Collected on behalf of Other Revenue Heads	169,643,215	77,651,613
Imprest Received	301,487,000	1,586,211,217
Recoveries from Advance	8,191,828	52,044,150
Deposit Received	492,088,236	343,505,548
Total Cash generated from Operations (A)	971,774,010	2,059,412,528
Less - Cash disbursed for:		
Personal Emoluments & Operating Payments	235,184,885	1,499,319,227
Subsidies & Transfer Payments	65,592,976	92,408,502
Rehabilitation & Improvement of Capital Assets, Capital Transfers, Capacity Building and Other Capital Expenditure	14,086,460	-
Expenditure incurred on behalf of Other Heads	682,893	360,645
Imprest Settlement to Treasury	145,594,562	3,732,365
Advance Payments	7,705,950	49,902,878
Deposit Payments	492,384,387	346,525,067
Total Cash disbursed for Operations (B)	961,232,112	1,992,248,684
NET CASH FLOW FROM OPERATING ACTIVITIES (C) = (A) - (B)	10,541,898	67,163,843
Cash Flows from Investing Activities		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-
Total Cash generated from Investing Activities (D)	-	-
Less - Cash disbursed for:		
Capital Asset Construction, Purchases and Other Investment Acquisitions	10,541,898	66,800,111
Total Cash disbursed for Investing Activities (E)	10,541,898	66,800,111
NET CASH FLOW FROM INVESTING ACTIVITIES (F) = (D) - (E)	(10,541,898)	(66,800,111)
NET CASH FLOWS FROM OPERATING & INVESTMENT ACTIVITIES (G) = (C) + (F)	0.00	363,732.00
Cash Flows from Financing Activities		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Total Cash generated from Financing Activities (H)	-	-
Less - Cash disbursed for:		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Total Cash disbursed for Financing Activities (I)	-	-
NET CASH FLOW FROM FINANCING ACTIVITIES (J) = (H) - (I)	-	-
Net Movement in Cash (K) = (G) + (J)	-	-
Opening Cash Balance as at 01st January	-	-
Closing Cash Balance as at 31st December	-	-

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3.4. Notes to Financial Statements

1) Purpose of preparation

The financial statements have been prepared in accordance with the Government Finance Regulations 150 & 151 and State Accounts Guidelines No. 02/2025 dated 17.12.2025.

2) Reporting period

The reporting period for these financial statements is from 01 January to 31 December 2025.

3) Basis of measurement

The Financial Statements have been prepared on historical cost modified by the revaluation of certain assets and accounted on a modified cash basis, unless otherwise specified.

The figures of the Financial Statements are presented in Sri Lankan rupees rounded to the nearest rupee.

4) Recognition of Revenue

Exchange and non-exchange revenue are recognized on the cash receipts during the accounting period irrespective of relevant revenue period.

5) Recognition and measurement of property, plant and equipment

An item of property, plant, and equipment is recognized when it is probable that future economic benefits associated with the asset will flow to the entity and the cost of the asset can be reliably measured.

PP&E are recognized at a cost and revaluation model is applied when cost model is not applicable.

6) Property, plant and equipment reserve

This reserve account is the corresponding account of property, plant and equipment.

7) Cash and cash equivalent

Cash & cash equivalents include local currency notes and coins in hand as at 31st December 2025.

* In cases where there are transactions which are specific to a particular reporting entity, relevant information can be entered in an revisions can be made as needed in the formats and the disclosure required for those specifics transactions may be included under “Reporting Basis”.

*Only the accounting policies relevant to the its reporting entity should be disclosed under the reporting basis.

3.5 Performance in Revenue Collection

Table 3.1 - Performance in revenue collection

Rs. ,000

Revenue Code	Description of Revenue Code	Revenue Estimate		Revenue Collected	
		Original Estimate	Final Estimate	Amount (Rs)	As a % of the final revenue estimate
A blank report					

3.6 Performance in the utilization of allocated provisions

Table 3.2 -Performance in the utilization of allocated funds

Rs. ,000

Type of provision	Provisions allocated		Actual expenditure	Provisions utilized as a % of the final provision
	Original Estimate	Final Estimate		
Recurrent	370,000/-	367,500/-	305,096/-	83
Capital	58,000/-	60,500/-	42,686/-	71

3.7 Provisions granted to this Ministry as an agent of other Ministries/Departments in terms of F.R.208

Table 3.3 - Provisions granted to this Ministry as an agent of other Ministries/Departments in terms of F.R.208

Rs. ,000

Annexure - I						
S. No	Ministry/D epartment from which provisions received	Objective of the provision	Provisions allocated		Actual expenditur e	Provisions utilized as a % of the final provision
			Orig inal provi sion	Final provision		
A blank report						

3.8. Performance in reporting non-financial assets

Table 3.4 Performance in reporting non-financial assets

Rs. ,000

Asset Code	Code description	Balance as per the Board of Survey report as at 31.12.2025	Balance as per report on financial position as at 31.12.2025	To be accounted in future	Reporting progress as a %
9151	Buildings & structures	31,824/-	31,824/-	-	100%
9152	Machinery	492,945/-	492,945/-	-	100%
9153	Lands	-	-	-	-
9154	Intangible assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	Work in progress	-	-	-	-
9180	Assets leased	-	-	-	-

3.9 Report of the Auditor General

Chief Accounting Officer
Ministry of Labour

Summary Report of the Auditor General in terms of Section 11(1) of the National Audit Act, No. 19 of 2018 on the Financial Statements of Head 193 - Ministry of Labour for the year ended 31 December 2025.

1. Financial Statements

1.1 Qualified Opinion

The financial statements of the Ministry of Labour for the year ended 31 December 2025—comprising the statement of financial position as at 31 December 2025, the statement of financial performance, and the cash flow statement for the year then ended, along with notes comprising material accounting policies and other explanatory information—were audited 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 the provisions of the National Audit Act, No. 19 of 2018. My comments and observations on these financial statements, which are presented to the Ministry of Labour in terms of Section 11(1) of the National Audit Act, No. 19 of 2018, appear in this report. The annual detailed Management Audit Report was issued to the Chief Accounting Officer on 05 June 2026 in terms of Section 11(2) of the National Audit Act, No. 19 of 2018. The Auditor General's Report, which is required to be tabled in terms of Section 10 of the National Audit Act, No. 19 of 2018 read in conjunction with Article 154(6) of the Constitution of the Democratic Socialist Republic of Sri Lanka, will be presented to Parliament in due course.

Except for the effects of the matters described in paragraph 1.6 of this report, it is my opinion that the financial statements give a true and fair view of the financial position of the Ministry of Labour as at 31 December 2025, and its financial performance and cash flows for the year then ended, in all material respects, in accordance with the basis of preparing financial statements stated in Note 1 to the financial statements.

1.2 Basis for Qualified Opinion

My opinion is qualified based on the matters described in paragraph 1.6 of this report. I conducted the audit in accordance with Sri Lanka Auditing Standards (SLAuSs). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of this report. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

1.3 Emphasis of Matter - Basis of Preparing Financial Statements

I draw attention to Note 1 of the financial statements, which describes the basis of preparation. These financial statements have been prepared by the Ministry of Labour to meet the requirements of the General Treasury and the Parliament of Sri Lanka, in accordance with Government Financial Regulations 150 and 151 and the State Accounts Circular No. 02/2025 dated 17 December 2025. Therefore, these financial statements may not be suitable for another purpose. My report is intended solely for the use of the Ministry, the General Treasury, and the Parliament of Sri Lanka. My opinion is not modified in respect of this matter.

1.4 Responsibility of the Chief Accounting Officer for the Financial Statements

The Chief Accounting Officer is responsible for the preparation of financial statements that give a true and fair view in all material respects in accordance with Government Financial Regulations 150 and 151 and State Accounts Circular No. 02/2025 dated 17 December 2025, and for determining such internal control as necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In terms of Section 16(1) of the National Audit Act, No. 19 of 2018, the Ministry must maintain proper books and records of its revenue, expenditure, assets, and liabilities to enable the preparation of annual and periodic financial statements.

In terms of sub-section 38(1)(c) of the National Audit Act, the Chief Accounting Officer must certify that an effective internal control system has been designed and maintained for the financial control of the Ministry, and must review the effectiveness of the system from time to time and make necessary changes to ensure the system runs effectively.

1.5 Auditor's Responsibility for the Audit of the Financial Statements

My objective is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but it is not a guarantee that an audit conducted in accordance with Sri Lanka Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Sri Lanka Auditing Standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Designed and performed audit procedures appropriate to the circumstances to identify and assess the risks of material misstatement in the financial statements, whether due to fraud or error, to provide a basis for the audit opinion expressed. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may

involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtained an understanding of internal control relevant to the audit 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 internal control.
- Evaluated the structure and content of the financial statements, including disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Evaluated the overall presentation, structure, and content of the financial statements, including disclosures, and whether the financial statements represent the underlying transactions and events fairly and appropriately.

I inform the Chief Accounting Officer of important audit findings, major internal control weaknesses, and other matters identified during my audit.

1.6 Comments on Financial Statements

1.6.1 Non-Revenue Receipts

An amount of Rs. 161,385,000 received from the sale of 5 motor vehicles owned by the Ministry had not been disclosed and adjusted under cash flows generated from investing activities (provisions for disposal and sale of physical assets) in the cash flow statement. Concurrently, adjustments had not been made to the asset register, resulting in the value of Property, Plant, and Equipment stated in the Statement of Financial Position at the end of the year under review being overstated by that amount.

1.6.2 Financial Assets

At the end of the year under review, there were 934 accounts containing Rs. 233,224,059.31 maintained as fixed deposits in the National Savings Bank under the custody of the Commissioner of Workmen's Compensation until minors reach the age of majority. These balances had not been disclosed in the financial statements.

1.6.3 Deposit Account Balances

In terms of Financial Regulation 565(4), the opening balance of the deposit account should be brought forward separately, but the opening balance of Rs. 3,992,592 in the deposit account had been brought forward as a single aggregated balance.

1.6.5 Non-Maintenance of Registers and Books

In terms of FR 110 of the Financial Regulations of the Democratic Socialist Republic of Sri Lanka, a Register of Losses should be maintained; however, this register had not been updated and maintained.

2. Report on Other Legal Requirements

In terms of Section 6(1)(d) of the National Audit Act, No. 19 of 2018, I state the following matters:

- (a) The financial statements are consistent with the preceding year.
- (b) The recommendations made by me regarding the financial statements of the preceding year had been implemented.

3. Financial Review

3.1 Expenditure Management

During the year under review, out of the total provision of Rs. 428,000,000 allocated for 2 programmes under Head 193, a sum of Rs. 80,218,276 or 18.7 percent remained savings. The entire provision of Rs. 2,050,000 allocated for 05 object codes in Programme 01, and the entire provision of Rs. 1,350,000 allocated for 10 object codes in Programme 2, had been completely left as savings.

3.2 Non-compliance with Laws, Rules, and Regulations

Reference to Laws, Rules, and Regulations	Non-compliance
(a) Financial Regulation 104(1) of the Financial Regulations of the Democratic Socialist Republic of Sri Lanka	Investigations must be initiated immediately upon the occurrence of a loss or damage to determine its extent and causes, and to identify those responsible. In terms of FR 104(3), if it is anticipated that submitting a full report will take more than seven days, a preliminary report must be sent immediately. However, preliminary reports regarding accidents involving vehicles owned by the Ministry were not submitted to the audit.
(b) Public Finance Circular No. 01/2020 dated 28 August 2020 and Circular No. 07/2024 dated 18 July 2024	Although disposal notices clearly stated that parties purchasing vehicles imported duty-free must pay the relevant duties, and sales should only occur after calculating and collecting the relevant taxes or instructing the new buyer to pay them, the Ministry bore a customs duty of Rs. 2,626,741 due to the government without collecting it for 6 vehicles owned by the Ministry.

4. Operational Review

4.1 Performance

4.1.1 Failure to Achieve Expected Output Levels

(i) Despite the existence of over 190 International Labour Organization (ILO) conventions, Sri Lanka has ratified only 43 conventions and one protocol. Furthermore, Sri Lanka has been unable to align with ILO conventions regarding safety and health, labor inspections in the agricultural sector, minimum standards of social security, and international standards for fixing minimum wages.

(ii) Although it is stated that public services under the purview of the Ministry should be delivered efficiently and in a public-friendly manner, it was observed that the output level for resolving complaints in the Department of Labour ranged between 50 and 74 percent.

(iii) Although registration of trade unions and introducing/implementing progressive steps required to utilize the activities of all public and private sector trade unions for national development were specified, there was no mechanism to cancel registrations and inform employees in instances where the necessary steps for renewing registrations required to operate trade unions (registered under the Trade Unions Ordinance No. 14 of 1935) were not arranged. Although a list of registered trade unions is available on the department's website, information confirming that the reports required to be submitted annually to the Commissioner General of Labour to maintain validity were properly submitted was not presented. Furthermore, it was observed that there are no provisions in the Ordinance for mechanisms to take action regarding the misappropriation of trade union assets.

(iv) Although the Ministry was assigned a role in implementing the National Manpower and Employment Policy, the relevant amendments had not been made and the assigned role had not been fulfilled even by the year 2026.

4.2 Asset Management

An aggregate value of Rs. 8,095,348 was spent in the years 2022 and 2023 for engine repairs of the motor car bearing registration number KV 7252 owned by the Ministry, but it was not revealed that the vehicle was in a proper running condition. According to information presented to the audit, after running 8,181 km within 5 months, an estimate of Rs. 4,928,750 was presented again in the year 2024 for mechanical defect repairs of the engine. The vehicle was not utilized for running during the year under review, and no other action had been taken regarding this motor car.

4.3 Management Weaknesses

Although requests were made to submit the procurement plans for the year under review by 30 September 2025 for the "Electronic Procurement Monitoring System" (EPMS) scheduled to be established by the National Procurement Commission, it was observed that there was a time delay in preparing and providing these plans.

5. Good Governance

Compensation applications received by the Office of the Commissioner for Workmen's Compensation from District Factory Inspecting Engineers' Offices regarding fatal and non-fatal accidents have not been entered into a formal data system, and existing logs were not updated. There was no mechanism to follow up on procedures from the compensation application stage up to the granting of compensation to the aggrieved parties. During the examination of compensation applications conducted in the Galle and Badulla districts, it was found that on 89 occasions, fatal and non-fatal applications forwarded to the Office of the Commissioner for Workmen's Compensation were not recorded in the logs or files.

6. Human Resources Management

(a) According to staff information relating to the Ministry and its affiliated institutions, the total approved staff for all positions was 4,262, but the actual number of employees was 3,322, resulting in 940 vacancies.

(b) It is observed that staff vacancies have affected the performance of the Ministry and the relevant institutions; particularly in the Department of Labour, out of 40 approved positions for Grade III of the Sri Lanka Administrative Service, the number of officers actively serving was only 16, leaving 24 vacant positions.

(c) In terms of Annexure 01 of Public Administration Circular No. 02/2018 dated 14 January 2018, the task of signing annual performance agreements for the entire staff had not been completed.

K.K.S. Jayakody

Deputy Auditor General

For Auditor General

Chapter Four

Performance Indicators

Performance Indicators

Table 4.1 Performance Indicators of the Ministry (Based on the Action Plan)

Ministry of Labour

	Specific indicators	Actual outcome as a percentage (%)of expected outcome		
		100% - 90%	75% - 89%	50% - 74%
Ministry Of Labour				
1	No. of laws newly enacted/ amended related to the field of labour.	2	-	3
2	Preparation of reports to the National Labour Organization-			
	i. No. of annual reporting for conventions ratified of the ILO	√		
	ii. No. of reports for non-ratified conventions	√		
	iii. Number of special reports submitted (Article 24 / Anti Trafficking / EU GSP+)	√		
3	New convention ratified- i. Elimination of violence and harassment in the world of work - C190 (Conducting discussions regarding awareness of stakeholders on implementation of provisions related to the convention, and appointing an inter-ministerial committee)	√		
4	Reports to be prepared for other international institutions, ministries, and various stakeholders			
	i. Human Trafficking in Persons	√		
	ii. US Child Report	√		
	iii. Convention on the Elimination of Discrimination against Women	√		
5	Number of National Steering Committee meetings held on elimination of child labor (NSCECL)	√		

6	Number of training programmes conducted on elimination of force labour			
7	Number of National Labour Advisory Council (NLAC) meetings held	√		
8	Preliminary discussions for introducing an insurance-based scheme for social security benefits	√		
9	Selection of officers for the International Labour Conference (ILC) and completing the preliminary arrangements for their overseas travel	√		
10	Meetings and discussions held in relation to the Decent Work Country Programme (DWCP)	√		
11	Number of staff meetings held	√		
12	Number of progress review meetings held on the Annual Action Plan	√		
13	Number of meetings held with Heads of Institutions	√		
14	Performance/Progress reports submitted on the due date	√		
15	The Action Plan, Procurement Plan, and Audit Plan prepared for the upcoming year	√		
16	Number of audit queries responded	√		
17	Number of Audit and Management Committee meetings held	√		
18	Human Resource Development (HRD) Plan prepared for the proposed year	√		
19	Number of officers trained	√		
20	Financial and accounting reports submitted on the due date	√		
21	Conducting the board of survey within the stipulated time	√		
Department of Labour				
22	Percentage of sending decision letters for payment of Employees' Provident Fund benefits within 14 days		√	
23	Percentage of complaints resolved out of the total complaints received during			√

	the year 2025			
24	Number of factories registered out of the total target for registration	√		
25	Percentage of the number of programs conducted out of the target percentage of conducting programs at the institution level in promoting social dialogue	√		
26	Percentage of training programs conducted out of the total target for officers	√		
Department of Manpower and Employment				
27	Job seeker registration	√		
28	Job vacancy registration	√		
29	Placement for job seekers	√		
30	Directing job seekers for training			√
31	Number of vocational guidance programs conducted for school students	√		
32	Number of starting self-employment and other business	√		
National Institute of Occupational Safety and Health				
33	Number of diploma courses and examinations conducted for both employers and employees in the public and private sectors.	√		
34	Conducting certificate courses and examinations for both employers and employees in the public and private sectors.	√		
35	Conducting foundation courses and examinations for both employers and employees in the public and private sectors.		√	
36	Number of short-term awareness programs	√		
37	Amendment of the Occupational Safety Act			√
38	Number of audit queries replied	√		

39	Audit and Management Committee Meetings	√		
40	Number of environmental survey measurement reports		√	
41	Number of medical examination reports			√
42	Number of risk assessment survey reports	√		
43	Number of field awareness programs	√		
44	Number of CSR programs	√		
National Institute of Labour Studies				
45	Number of diploma programs	√		
46	Number of certificate courses	√		
47	Number of short-term programs (1 day / 2 days / 3 days)	√		
48	Number of courses conducted at the request of service recipients	√		
49	Number of efficiency bar examinations, recruitment examinations, evaluations, and promotion examinations	√		
50	Consultancy Services			√
51	Number of special one-day training workshops		√	
Shrama Vasana Fund				
52	Number of awareness programs	√		
53	Number of death benefit scholarships awarded	√		
54	Number of legal assistances provided		√	
55	Number of medical assistances provided			√
56	Number of medical camps conducted	√		
Office of the Commissioner for Workmen's Compensation				
57	Number of cases closed		√	
58	Number of accounts released upon children reaching 18 years of age	√		

Chapter Five

Performance of the Achieving Sustainable Development Goals (SDGs)

Performance in achieving the Sustainable Development Goals (SDGs)

5.1. Relevant Sustainable Development Goals identified

Target /Goal		Target	Achievement indicators		Achievement progress from 01.01.2025.to 31.12.2025
01	End poverty in all its forms everywhere	1.1 By 2030, eradicate extreme poverty for all people everywhere, currently measured as people living on less than \$1.25 a day.	1.1.1	Proportion of the population living below the international poverty line by sex, age, employment status and geographic location (urban/rural)	The National Minimum Wage Act has been passed in Parliament to increase the national minimum monthly wage to Rs. 27,000.00 and the daily wage to Rs. 1,080.00 from 2025.04.01 and to increase the national minimum monthly wage to Rs. 30,000.00 and the daily wage to Rs. 1,200.00 from 2026.01.01.
04	Ensuring comprehensive, equitable quality education providing lifelong learning opportunities for all	4.3 By 2030, all women and men will have access to quality and affordable technical, vocational and tertiary education, including university education.	4.3.1	Participation rate of youth and adults in formal and non-formal education in the previous 12 months, by gender	The Department of Manpower and Employment has implemented guidance programs for 75,685 students in 2,518 schools with the aim of providing career guidance to

05	Achieve gender equality and empower all women and girls	5.1	End all forms of discrimination against all women and girls everywhere.	5.1.1	Whether or not legal frameworks are in place to promote, enforce and monitor equality and non-discrimination on the basis of sex.	20% of students appearing for the Ordinary Level examination. - Guidance programs have been implemented for 37,900 students in 1,199 schools under the objective of providing career guidance to 20% of students appearing for the Advanced Level examination. 69,984 job seekers have been registered in the year 2025 The Cabinet has approved the ratification of the “Violence and Harassment Convention” (C190-Violence and Harassment Convention) adopted by the International Labor Organization at
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		5.2	Eliminate all forms of violence against all women and girls in the public and private spheres, including trafficking and sexual and other types of exploitation.	5.2.1	Proportion of ever-partnered women and girls aged 15 years and older subjected to physical, sexual or psychological violence by a current or former intimate partner in the previous 12 months, by form of violence and by age	the International Labor Conference held in 2019 by Sri Lanka. The Department of Labor has issued 757 approvals after examining the requests received from institutions regarding the employment of women in night work in 2025 to determine whether the relevant night work conditions are being met.
		5.6.c.	Adopt and strengthen sound policies and enforceable legislation for the promotion of gender equality and the empowerment of all women and girls at all levels.	5.6.c..1	Proportion of countries with systems to track and make public allocations for gender equality and women's empowerment.	- Also, four complaints were received in 2025 regarding violations of the service conditions related to the employment of women in night work, of which 02 complaints were resolved. Investigations are underway in the remaining 02 complaints. - Six complaints were received in 2025 regarding violations of the provisions of the Maternity Benefit Ordinance, of which one complaint has been resolved and the remaining complaints are being processed. - Four awareness programs were conducted with the participation of 115 people regarding the

8	Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all	8.5	By 2030 achieve full and productive employment and decent work for all women and men, including for young people and persons with disabilities, and equal pay for work of equal value	8.5.1	Average hourly earnings of employees, by sex, age, occupation and persons with disabilities	employment of women in night work and maternity benefits for female employees working in the manufacturing sector. The Department of Labor has conducted 11 special awareness programs in conjunction with International Women's Day.	According to labor laws, the average hourly income of employees in private and semi-public institutions does not vary based on factors such as age and disability, or gender.
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			8.5.2	Unemployment rate, by sex, age and persons with disabilities	• The Department of Manpower and Employment in the year 2025, • Registered 64,581 job vacancies and employed 6,310 job seekers. • Created 1,501 entrepreneurs and self-employed persons. • Referred 36,180 job seekers for career guidance. • Referred 11,757 job seekers for training.
		8.7	8.7.1	Taking effective measures immediately for eradicating forced labour, ending female slavery and human trafficking, proscribing worst forms of child labour including recruitment of child soldiers and ending all forms of child labour by 2025.	Proportion and number of children aged 5-17 years engaged in child labour, by sex and age • In 2025, 77 complaints regarding child labor were resolved. Out of these, 08 complaints were detected as child labor and necessary steps have been taken to take legal action in this regard. • Thirty five special field inspections and awareness programs were conducted in targeted risk areas to identify children at risk of child labor in the fisheries and plantation sectors. The number of homes and institutions detected was

1,103. While no child labor was covered, 29 children at risk of child labor were identified. Action has been taken to inform the Divisional Secretariats for continuous follow-up in this regard.					
• Seventy five special team inspections have been conducted covering the tourism sector, including home stays and hospitality service centers. The number of homes and institutions covered was 462. No child labor was detected. • Commemorative programs and awareness programs have been conducted in conjunction with the International Day Against Child Labour and World Children's Day. • A Training of Trainers (TOT) program was conducted with the financial support of the International Labour					

					Organization based on the theme of 'Forced Labour', in which ten police officers, five foreign employment officers and fifteen labor department officers participated. The trained officers were used as resource persons and two awareness workshops on forced labour were held by the end of 2025, and eighty officers (thirty police officers, ten foreign employment development officers and forty labor department officers) representing the Department of Labour, Sri Lanka Police and the Foreign Employment Division have been trained.
				Proportion of fatal and non-fatal occupational injuries per 100,000 workers, by sex and migrant status	During the year 2025, 46 fatal accidents and 1371 non-fatal accidents related to workplaces were reported to the Department. The Department has investigated these accidents and taken relevant legal action and has informed employers to act in a way that such accidents do not
				8.8.1	
			8.8	Protect labour rights and promote safe and secure working environments of all workers, including migrant workers, particularly women migrants, and those in precarious employment	

				recur by finding out the causes of the accident. Accordingly, the Department has taken legal action against three employees who acted in violation of the Factories Ordinance during the year. • In order to enhance the freedom of bargaining in the company, employees have been given the opportunity to form and maintain trade unions and to exercise their rights accordingly. Accordingly, 99 trade unions have been registered during the year 2025. Including the number of those unions, the number of valid trade unions in the country as of 31.12.2025 is 2,088.
		8.8.2	Level of national compliance with labour rights (freedom of association and collective bargaining) based on International Labour Organization (ILO) textual sources and national legislation, by sex and migrant status	

Chapter Six

Human Resource Profile

Human Resources Profile

6.1. Cadre Management

Table 6.1 Information on Ministry and affiliated staff as of 31.12.2025

Level	Approved cadre	Existing cadre as of 31.12.2025	No. of vacancies	No. of vacancies as a percentage of approved cadre
Senior level	279	155	124	44
Tertiary level	700	487	213	30
Secondary level	2747	2263	484	18
Primary level	536	417	119	22

Table 6.2 – Information on staff of Ministry and its affiliated by institutions

	Approved cadre	Existing cadre as of 31.12.2025	No. of vacancies	No. of vacancies as a percentage of approved cadre
Ministry of Labour				
Senior level	18	14	4	22
Tertiary level	4	3	1	25
Secondary level	72	45	27	37
Primary level	35	23	12	34
Department of Labour				
Senior level	219	122	97	44
Tertiary level	668	469	199	30
Secondary level	1990	1592	398	20
Primary level	467	380	87	19
Department of Manpower and Employment				
Senior level	20	10	10	50
Tertiary level	5	1	4	80
Secondary level	618	583	35	6
Primary level	15	12	3	20

National Institution of Labour Studies				
Senior level	9	3	6	67
Tertiary level	13	7	6	46
Secondary level	18	11	7	39
Primary level	5	2	3	60
National Institute of Occupational Safety and Health				
Senior level	7	2	5	71
Tertiary level	3	3	0	-
Secondary level	10	6	4	40
Primary level	5	5	0	-
Shrama Vasana Fund				
Senior level	1	1	0	-
Tertiary level	5	3	2	40
Secondary level	8	4	4	50
Primary level	4	2	2	50
Office of the Commissioner for Workmen's Compensation				
Senior level	5	3	2	40
Tertiary level	2	1	1	50
Secondary level	31	22	9	29
Primary level	5	5	0	-

6.2 The way the shortage or surplus of human resources has affected the performance of the institution performance of the organization

The shortage of human resources of the Ministry and its affiliated institutions is as follows.

Senior Level	124
Tertiary Level	213
Secondary Level	484
Primary Level	119

As per the Public Administration Circular 14/2022, the number of officers on local/foreign leave is also to be considered as vacancies. Thus, due to the shortage of human resources in the Ministry and its affiliated institutions, officers have to perform duties in vacant positions

in addition to their assigned duties. It is observed that the shortage of Development Officers and Management Service Officers, especially at the secondary level, is an obstacle to maintaining the institutional objectives and functions efficiently, promptly and continuously.

6.3. Staff capacity building

6.3.1 Ministry of Labour

Table 6.3 - Participation of Ministry officials in local training courses

S.No.	Name of the Programme	No. of employees trained	Date or period of holding	Number of training days/months	Total Investment (Rs.)	Knowledge acquired
1	Higher National Diploma in Public Procurement and Contract Administration	1	2025.01.30	1 Year	138,000.00	Knowledge on the procurement process
2	Workshop on “New Guidelines of Procurement Procedure - 2025”	54	2025.01.30	1 Day	189,000.00	
3	Workshop on “The Seminar on New Procurement Guidelines”	1	2025.03.19	1 Day	14,000.00	
4	“New Procurement Guidelines “	1	2025.06.12	1 Day	14,000.00	
5	Diploma Course in Public Procurement and Contract Administration - 5th Batch	1	2025.10.11	1 Year	80,000.00	Knowledge on the procurement process
6	Procurement plans	2	2025.12.19	1 Day	28,000.00	
7	Workshop on “Official Minutes Writing and Letter Writing”	2	2025.02.21	1 Day	13,000.00	Knowledge on Minutes Writing and letter writing
8	Workshop on “Duties and Responsibilities of Administrative and Officers”	1	2025.02.24 – 2025.02.25	2 Days	13,000.00	Knowledge on administrative officers and duties
9	Workshop on “Inquiry on Losses or Damage under FR 104”	1	2025.02.28	1 Day	6,500.00	Knowledge on dealing with damage or loss

10	"Disciplinary Procedures" (Certificate Course)	1	2025.03.06 – 2025.05.22	12 Days	25,000.00	Knowledge on disciplinary procedures
11	Certificate Course for "Developing the Knowledge of Care Officers"	1	2025.03.18 – 2025.06.03	10 Days	25,000.00	Knowledge on the role of care workers
12	Certificate Program on "ICT and Artificial Intelligence (AI)"	1	2025.03.19 – 2025.04.23	5 Days	25,000.00	Knowledge on the use of information and communication technology and artificial intelligence (AI)
13	Training program on AI technology for ministry staff	1	2025.11.14	1 Day	9,670.00	Knowledge of AI
14	Workshop on "Role and Responsibilities of Officer in Charge of Leave"	2	2025.03.20	1 Day	13,000.00	Knowledge on the role and responsibilities of the leave officer
15	The Seminar on "Internal Audit Practices"	1	2025.05.16	1 Day	14,000.00	Knowledge on internal auditing
16	The Seminar on "Effective Filing System"	2	2025.05.29	1 Day	14,000.00	Knowledge on Effective Filing System
17	Diploma in Digital Journalism	1	2025.06.11	06 Months	42,000.00	Knowledge on Diploma in Digital Journalism
18	Public Assets Management	2	2025.07.09	1 Day	28,000.00	Knowledge on Public Assets Management
19	Training program for officers in charge of vehicles	4	2025.08.01	1 Day	10,000.00	Vehicle administration subject knowledge
20	Master of Laws by Coursework Programme - Faculty of Law - University of Colombo (2025/26)	1	2025.09.17	1 Day	275,000.00	Further education related to the subject of law
21	Driver Training Program	65	2025.09.16 – 2025.09.23	2 Days	30,162.00	Knowledge of defensive driving

22	Two-day residential training program for officers of the Office Staff Service	10	2025.10.02 – 2025.10.03 2025.10.30 – 2025.10.31	2 Days	Free	Knowledge on office worker duties
23	Motivational program for all staff of the Ministry and its affiliated institutions	1	2025.10.02	1 Day	28,785.00	Developing positive thinking
24	Two-day training workshop on maintaining a personal file	1	2025.11.20 – 2025.11.21	2 Days	13,000.00	Knowledge on maintaining a personal file
25	Two-day training workshop on the Institutions Code and Financial Regulations	3	2025.12.15 – 2025.12.16	2 Days	39,000.00	Knowledge on Institutions Code and Financial Regulations

Table 6.4 - Participation of Ministry officials in foreign training courses

No.	Name of the Programme	No. of employees trained	Duration of the programme	Total investment		Output/Knowledge gained
				Local	Foreign	
1	ITEC: Scholarship Scheme -Year 2024 – 2025, Towards Social Protection and Workplace Safety in the Future of Work, India	1	From 20 th January – 07th February 2025		✓	To improve knowledge of social protection systems and workplace safety in the future of work
2	South-South and Triangular Cooperation Workshop to develop a prototype case management system for dispute prevention and resolution bodies, Bangkok, Thailand	1	From 25 th – 27 th February 2025		✓	To improve on developing a prototype case management system for dispute prevention and resolution
3	Australian Awards Scholarships (AAS)- Intake for Academic Year 2025	1	From 15 January – 31 st December 2026		✓	To develop knowledge & demonstrate high-level professional and technical skills relevant to her area of expertise

4	Invitation to the 2025 Winter Forum on Demographic Transitions, Italy	1	From December 2 nd – 4 th , 2025		✓	To improve knowledge on how aging populations and youth surges impact labor markets, social security sustainability, digital transformation.
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6.3.2 Department of Labour

Table 6.5 - Participation in local training courses - 2025

No.	Name of the Programme	No. of employees trained	Duration of the programme	Number of training days/months	Total Investment (Rs.)	Knowledge gained
Programs conducted by the Planning, Research, Training and Publications Division						
1	The role of guards, development of soft skills, general behavior of civil servants.	Department security guards - 21	2025.01.31	01Day	34,180.00	Developing knowledge about the responsibilities of guards and the discipline of public service
2	Training Program for Central Zone Labor Officers, Development Officers and Management Service Officers	Labor Officers, Development Officers and Management Service Officers - 85	2025.02.15	01 Day	158,461.00	Updating knowledge on duties related to the Employees Provident Fund's monitoring system
3	Training on the implementation of the complaint management system	Relevant officers dealing with complaints	2025.02.21	01 Day	Conducted online	Updating knowledge on the implementation of the complaint management system
4	Uva Zone Development Officers and Management Service Officers Training Program	Labor Officers, Development Officers and Management Service Officers -71	2025.02.22	01 Day	181,501.00	Updating knowledge on duties related to the Employees Provident Fund's monitoring system and settlement of the Commissioner's account

5	Training program on public relations soft skills and ethical public servant (1)	Staff Officers -259	2025.03.21 2025.03.28	02 Days	399,440.00	Increasing officers' understanding of the legal framework and ethics and reducing the risk of corruption
6	Training program on public relations soft skills and ethical public servant (2)	Development Officers and Management Service Officers -92	2025.07.21 2025.07.22	02 Days	1,098,740.00	
7	Two-day residential training program on soft skills for development officers and management service officers	Development Officers and Management Service Officers -50	2025.09.03 2025.09.04	02 Days	309,790.00	Improving leadership, communication, teamwork and problem-solving skills and enhancing service quality
8	Residential Training Program on Labor Law Soft Skills for Labor Officers (1)	Labor Officers -48	2025.09.18 2025.09.19	02 Days	382,460.00	Updating knowledge of labor laws and new amendments, improving officers' leadership, communication skills, teamwork and problem-solving skills, and improving service quality
9	Residential Training Program on Labor Law Soft Skills for Labor Officers (2)	Labor Officers -49	2025.09.29 2025.09.30		634,180.00	
10	Induction Training Program for New Management Service Officers	Management Service Officers -90	2025.10.01 2025.10.15	10 Days	147,480.00	Providing basic knowledge about the duties of public service and management service officers
11	Training program on computer monitoring systems of the Department of Labor for development officers and management service officers	Development Officers and Management Service Officers -154	2025.10.02 2025.10.03	02Days	386,571.00	Updating knowledge on duties related to the Employees Provident Fund Monitoring System and Complaints Management
12	Training on condition base monitoring with Thermography Analysis	Relevant officers of the Occupational Hygiene Division -35	2025.10.02	01Day	24,025.00	Increasing the knowledge of officials regarding the monitoring methods of institutions regarding occupational safety and health

13	Two-day residential training program for officers of the Office Staff Service	Officers of office Staff Service -60	2025.10.02 2025.10.03	02 Days	664,763.55	Improving communication and teamwork skills and enhancing service quality
14	One-day training program on State Asset Management	Commissioners of Labour, Deputy Commissioners of Labour, Development Officers and Management Service Officers -92	2025.10.14	01Day	228,390.00	Developing knowledge about state asset management
15	One-day training program on disciplinary procedures for executive grade officers and administrative officers	Executive Grade Officers -50	2025.10.15	01Day	142,970.00	Developing knowledge of disciplinary procedures
16	Field visits for Newly Recruited Engineering Service Cadets	Engineers - 42	2025.10.21 2025.10.28	දින 06	31,650.00	Basic understanding of the activities of the Department of Labor for new engineers recruited into the public service
17	Two-day residential training program for executive grade officers	Executive Grade Officers -68	2025.10.23 2025.10.24	දින 02	851,429.74	Updating knowledge of labor laws and new amendments, improving officers' leadership, communication skills, teamwork and problem-solving skills, and improving service quality
18	Training Program for Human Resource Development Officers	Human Resource Development Officers - 36	2025.10.27 2025.10.31 2025.11.13 2025.11.14	07Days	667,904.25	Developing basic knowledge of officers regarding the methods to be used in inspecting institutions regarding occupational safety and health
19	Two-day residential training program for officers of the Office Staff Service	Officers of office Staff Service -67	2025.10.30 2025.10.31	02 Days	665,959.36	Improving communication and teamwork skills and enhancing service quality

20	Two-day residential training program on soft skills for labor officers III	Labor Officers - 47	2025.11.06 2025.11-07	02 Days	433,402.00	Updating knowledge of labor laws and new amendments, improving officers' leadership, communication skills, teamwork and problem-solving skills, and improving working conditions
21	Two-day training program on Public Relations Office Management and Soft Skills for Development Officers and Management Service Officers (Tamil Medium)	Development Officers and Management Service Officers - 55	2025.11.06 2025.11-07	01Days	280,783.84	Improving leadership, communication, teamwork and problem-solving skills and enhancing service quality
22	Employees Provident Fund Supervision Training Program - Ambalangoda	Development Officers and Management Service Officers -39	2025.11.13	01Day	19,950.00	Updating knowledge on duties related to the Employees Provident Fund's monitoring system and settlement of the Commissioner's account
23	Employees Provident Fund Supervision Training Program - Beliaththa	Development Officers and Management Service Officers -37	2025.11.11	01 Day	10,070.00	
24	Two-day training program on Labor Law Public Relations Office Management and Soft Skills for Labor Officers (Tamil Medium)	Labor Officers -27	2025.11.12 2025.11-13	02 Days	217,502.00	Updating knowledge of labor laws and new amendments, improving officers' leadership, communication skills, teamwork and problem-solving skills, and improving service quality
25	Two-day residential training program on labor law soft skills for labor officers (Group IV)	Labor Officers - 49	2025.11.12 2025.11-13		306,830.00	
26	Training program for information officers	Officers appointed as Information Officers - 55	2025.11.20	01Day	226,820.00	Updating the knowledge of information officers about their roles

27	Communication and Attitude Development Training Program for Department of Labor Officers	Information Technology Officers/Stenographers/ Translators/Librarians/ Development Officers and Management Services Officers - 64	2025.11.20 2025.11.21	02 Days	389,856.00	Improving the leadership, communication, teamwork and problem-solving skills of officers and enhancing service quality
28	Two-day training program for drivers employed by the Department of Labor	Drivers - 46	2025.11.24 2025.11.25	02 Days	581,475.40	Developing knowledge about drivers' responsibilities and public service discipline
29	Two-day residential training program on labor law soft skills for labor officers (Southern Region)	Labor officers -48	2025.12.02 2025.12.03	02 Days	374,427.30	Updating knowledge of labor laws and new amendments, improving officers' leadership, communication skills, teamwork and problem-solving skills, and improving service quality
30	ICT & AI for office productivity	Development Officers and Management Services Officers -68	2025.12.11	01Day	369,700.00	Increasing officers' knowledge on how AI and other applications can be used to efficiently perform office duties
31	Public Relations Training for Officers Serving in the Security Division of the Department of Labor	Officers serving in the Security Division of the Department of Labor - 27	2025.12.25	1/2 Day	39,870.00	Developing public relations skills and attitudes of officers serving in the security sector
32	Fire Safety Training Program	Officers receiving fire safety training at the Department of Labor - 120	2025.11.26	01 Days	107,750.00	Developing knowledge on how to act in the event of a fire
33	Lifting Equipment training programmes	Engineers -19	2025.11.12 - 2025.11.13	02 Days	366,479.25	Knowledge development regarding safety testing of lifting equipment used in workplaces

34	Public Relations Training Program	Executive Grade Officers -25	2025.05.09 - 2025.05.10	02 Days	350,000.00	Improving the leadership, communication, teamwork and problem-solving skills of officers and enhancing service quality
35	Conducting 07 one-day training workshops for labor officers and officers dealing with industrial disputes employed by the Department of Labor to develop their skills in resolving industrial disputes	Labor officers and officers dealing with industrial disputes -358	2025.07.24, 2025.08.14, 2025.08.26, 2025.09.19, 2025.11.14, 2025.11.25 and 2025.10.31	07 Days	903,120.63	Labor officers and officers dealing with industrial disputes
36	Training of Officers as Trainers on Social Dialogue and Workplace Cooperation (Consisting of 02 Phases)	Officials selected as trainers -56	2025.03.17 and 2025.11.27	02 Days	607,000.00	Developing subject knowledge on labor laws and social discourse and workplace cooperation, developing soft skills including presentation skills of officers, and being able to work as trainers on relevant subjects in the coming years
External training for staff/officers						
Trainings						
37	Training Program on Procurement Guidelines 2024	Additional Commissioner General of Labour (Administration) - 1 Commissioner of Labour - 2 Deputy Commissioner of Labour - 2 Assistant Commissioner of Labour - 1 Assistant Director (Information Technology) - 1 Administrative Officer - 1 Development Officer - 1 Management Services Officer - 6	2025.01.30	01 Day	-	Increasing the knowledge of officials on how to efficiently carry out procurement activities according to the guidelines
38	Program on the New Procurement Guidelines	Accountant (Procurement) - 1	2025.03.04		14,000.00	

39	Damages and Investigation under Section 104	Management Services Officer - 1	2025.02.28	01 Day	6,500.00	Developing knowledge about maintaining damage records
40	Certificate Program on ICT and Artificial Intelligence (AI)	Management Services Officer II - 1	2025.03.19 - 2025.04.30	44 Days	25,000.00	Increasing officers' knowledge on how AI and other applications can be used to efficiently perform office duties
41	Responsibilities and roles of administrative officers	Administrative Officers - 1	2025.02.24 - 2025.02.25	02 Days	13,000.00	Developing knowledge about the responsibilities and roles of administrative officers
42	Training on Air Sampling and Fiber Counting Techniques	Commissioner of Labour, Research Officer - 6	2025.05.15 - 2025.05.16	03 Days	56,846.00	Development of technical knowledge related to monitoring health and safety in workplaces
43	Formulating proper regulations for the activities of the Personal Security Agency	Commissioner of Labour - 1	2025.03.28	01 Day	-	Knowledge exchange for the formulation of proper regulations in the activities of personal security agencies
44	High-Impact Services Integration Workshop on DPI	Assistant Director - 1 Management Services Officer - 1	2025.04.04	01 Day	-	Updating knowledge about Services Integration
45	ICT & AI For Office Productivity Programme	Management Services Officer -1	2025.05.28 - 2025.05.29	02 Days	24,000.00	Increasing officers' knowledge on how AI and other applications can be used to efficiently perform office duties
46	Awareness Programme on Mitigation of Chemical Threats	District Factory Inspector Engineer - 3 Research Officer - 1	2025.08.28	01 Day	-	Development of technical knowledge related to monitoring health and safety in workplaces
47	Field trip to the National Archives	Commissioner of Labour-2 Legal Officer-1 Administrative Officer - 2 Development Officer-1 Management Services Officer-2	2025.09.26	01 Day	-	Increase knowledge about how the National Archives operates

48	Conducting a training program for officers in charge of vehicles	Development Officer -1 Management Services Officer - 2	2025.08.01	02 Days	7,500.00	Developing knowledge about vehicle management
49	Workshop on Improving Disability Inclusive Service Delivery	Deputy Commissioner of Labour -7 Assistant Commissioner of Labour -14 Civil Engineer -2 Factory Inspector Engineer -2 Administrative Officer -1 Labour Officer -15	2025.11.20	01Day	-	Developing knowledge about providing services to people with disabilities
Participation in programs organized and conducted by external organizations such as the International Labor Organization						
50	Decent Work and the Care Economy (Online) From 05th – 30th May 2025	Assistant Commissioner of Labour - 2 Labour Officer - 1	2025.05.05 - 2025.05.30	Online Training	Not relevant	Sharing knowledge and experiences with other stakeholders on relevant subjects
51	Maternity Protection and gender dimensions of Social Security	Assistant Commissioner of Labour -1 Labour Officer -2	2025.07.14	01Day		
52	Forced Labour Awareness Training (TOT)	Deputy Commissioner of Labour- 2 Assistant Commissioner of Labour- 3 Legal Officer- 3 Labour Officer - 8	2025.07.05 - 2025.08.01	28 Days		
53	Half-Day DET Workshop in Colombo	Assistant Commissioner of Labour -3 Labour Officer -5 Management Services Officer -1	2025.08.21	01Day		
54	Distance Learning in OSH 8th September 2025-16th January 2026	Factory Inspection Engineer -1	2025.07.05 - 2025.08.01	Online training		
55	Online Workshop on ILO Classification of Radiographs of Pneumoconioses	Research Officer -1	2025.07.05 - 2025.08.01	Online training		
56	Effective evidence - based wage policies, including living wages	Deputy Commissioner of Labour -1 Assistant Commissioner of Labour -1	2025.09.24 - 2025.09.25	02 Days		

57	Forced Labour Awareness Training (October 1,2,3)	Deputy Commissioner of Labour -1 Assistant Commissioner of Labour -2 Labour Officer -17	2025.10.01 - 2025.10.03	03 Days		
58	Forced Labour Awareness Training (September 1,2,3)	Assistant Commissioner of Labour -3	2025.09.01 - 2025.09.03	03 Days		

In addition to the above programs, provisions were made for 07 officers for undergraduate and postgraduate courses and arrangements were made to direct them for academic activities.

Table 6.6 - Participation in foreign training courses, workshops and conferences - 2025

S. N	Program name	Number of employees trained	Date or period of holding	Number of training days/months	Total investment	Knowledge gained
1	South – South and Triangular Cooperation Workshop to develop a Prototype Case management System for dispute prevention and resolution bodies - Thailand	Deputy Commissioner of Labour - 01	2025.02.24 - 2025.02.28	5 Days	A foreign investment	Sharing knowledge and experiences on best practices, international standards, etc. from other countries regarding relevant subjects
2	Engineering Project Management for Developing Countries. – 29 th April to 12 th May 2025 - China	District Factory Inspection Engineer - 02	2025.04.29 - 2025.05.12	14 Days	A foreign investment	
3	Employment Injury Schemes and the Prevention of Occupational Accidents and Diseases 26 th May – June 2025 - Turin, Italy	District Factory Inspection Engineer - 01	2025.05.25 - 2025.06.08	15 Days	A foreign investment	
4	Policy – Evidence-based Policymaking for Decent Work and Social Justice, Residential face-to-face phase From 26 th May to 02 nd June 2025 - Turin, Italy	Labour Officer - 01	2025.05.26 - 2025.06.02	8 Days	A foreign investment.	

5	ITC – ILO Training on Human Resource Management in Social Security Administration, From 19th – 23rd May 2025, Italy (online 60 hours & five day on-site session) - Italy	Assistant Commissioner of Labour - 02	2025.05.19 - 2025.06.23	36 Days	A foreign investment	
6	The Prevention of Work – Related Occupational Diseases From 02 nd – 13 th June 2025 - Turin, Italy	District Factory Inspection Engineer - 01	2025.06.02 - 2025.06.13	12 Days	A foreign investment	
7	Capacity Building Programme on Digital Governance for the Civil Servants Sri Lanka 26 th May – 06 th June 2025 - India	Commissioner of Labour - 02	2025.05.26 - 2025.06.06	12 Days	A foreign investment	
8	Capacity Building Programme on Strategic Leadership and Governance for the Civil Servants of Sri Lanka - India	Additional Commissioner General of Labour - 01	2025.06.30 - 2025.07.11	12 Days	A foreign investment	
9	Resilient Supply Chains and Equitable Growth in a changing world of work : Advancing Decent work through Regional Cooperation in Asia and the Pacific From 15 th – 16 th September 2025 - Bangkok, Thailand	Assistant Commissioner of Labour - 01	2025.09.15- 2025.09.16	2 Days	A foreign investment.	
10	Third Country Training Programme (TCTP) 2025 on Occupational Safety & Health Management for Asian Countries - Malaysia	District Factory Inspection Engineer - 02	2025.10.05 -2025.10.18	14 Days	A foreign investment.	

6.3.3 Department of Manpower and Employment

Table 6.7 - Participation in training courses

	Program	Date or period of holding	Number of beneficiaries	Cost (Rs.)	Description
01	Officers' Skills Enhancement Program (Western Province)	2025.02.03	74	107,150.00	Training on performing duties according to the 2025 Action Plan
02.	Officers' Competency Enhancement Program (Central Province)	2025.03.06	60	90,735.00	
03.	Training of officers under the Workforce Sri Lanka program	2025.07.14 and 15	52	723,420.00	Training officers at District and Divisional Secretariats on presentations prepared to educate school students
04.	Training of officers under the Workforce Sri Lanka program	2025.07.30 and 31	40	30,480.00	
05.	Raining of officers regarding projects expected to be implemented in 2026	2025.11.20 and 21	50	724,085.00	Training of officers on preparing project reports expected to be implemented in the year 2026
06.	Training of officials on the informal sector and public employment service, expected to be implemented in 2026	2025.11.27 and 28	30	381,000.00	Training officials on preparing project reports regarding the informal sector, expected to be implemented in 2026, and training officials on the Public Employment Service.
07.	Training of officers regarding the action plan expected to be implemented in the year 2026	2025.12.30	74	135,065.00	Training officers on preparing action plans for programs expected to be implemented in 2026

Table 6.8 - Training of officers under the Workforce Sri Lanka program

	Program	Date or period of holding	Number of beneficiaries	Cost (Rs.)	Description
01.	For Northern Province Tamil Media Officers	2025.08.19	48	110,583.00	Training officers at District and Divisional Secretariats on presentations prepared to educate school students
02.	For Matale District Officers	2025.08.20	19	14,500.00	
03.	For Ratnapura District Officers	2025.08.26	52	22,500.00	
04.	For Central Provincial Officers	2025.08.29	60	45,594.00	
05.	For Eastern Provincial Officials	2025.09.01	52	68,120.00	
06.	For Southern Provincial Officials	2025.09..26	78	91,175.00	

6.3.4 National Institute of Occupational Safety and Health

Table 6.9 - Participation in training courses

	Program	Date or period of holding	Number of beneficiaries	Cost (Rs.)	Description
01	Efficient speed test for drivers and office assistants	1Day	6	55,000.00	Knowledge of relevant office procedures
02	Internal control	1Day	12	33,000.00	Knowledge of internal control

6.3.5 National Institute of Labor Studies

Table 6.10 - Participation in training courses

	Program name	Number of employees trained	Number of training days/months	Total Investment (Rs.)		Nature of the program Local/Foreign	Output/knowledge gained
				Domestic	Foreign		
01	Conducting training programs on Procurement Guidelines 2024	06	2025.01.30	-		Local	About procurement
02	Driver training workshop	01	-	-		Local	Driver training
03	AI For Transforming Public Service	02	2025.08.16	-		Local	About AI For Transforming Public Service
04	VAT Return & Documentation Workshop	01	2025.08.31	12000			About Vat Return Process
05	Road Safety Training Program	02	2025.09.16	-		Local	Road Safety
06	Workshops to Enhance The Awareness of The Accounting Officers On The Common Matters Issue Discussed The Cope Committees Related to SOES	02	2025.10.02	-		Local	To Enhances Awareness Of Accounts Officers
07	Capacity Building Workshops On Digital Transformation	01	-	-		Local	About Capacity. Building On Digital Transportation

6.3.6 Shrama Vasana Fund

Table 6.11 - Shrama Vasana Fund

Program name		Number of employees trained	Duration	Total Investment (Rs.)	Knowledge gained
1	Procurement process and practical use	06	04 Days	36,000.00	Knowledge of procurement
2	New Procurement Guidelines	02	01 Day	37000.00	Knowledge of procurement
3	Preparation of integrated plans	03	02 Days	-	Planning knowledge
4	Reliable and safe driving	02	01Day	12,000.00	Knowledge of safe driving
5	Business Management Postgraduate Course	01	01 Year	192,500.00	Knowledge of accounting and management

Chapter Seven

Compliance Report

Compliance Report

Table 7.1 Compliance Report

	Applicable Requirement	Compliance Status (Complied/Not complied)	Brief explanation for non-compliance	Corrective measures proposed to avoid non-compliance in future
1	Whether the following Financial statements/accounts have been submitted on due date			
1.1	Annual financial statements	Complied		
1.2	Advance account of public officers	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not relevant		
1.4	Stores Advance Accounts	Not relevant		
1.5	Special Advance Accounts	Not relevant		
1.6	Others			
2	Maintenance of books and registers (FR 445)			
2.1	Updation and maintenance of the fixed asset register in accordance with Public Administration Circular 267/2018	Complied		
2.2	Updation and maintenance of Personal emoluments register/ Personal emoluments cards	Complied		
2.3	Updation and maintenance of the Register of audit queries	Complied		
2.4	Updation and maintenance of the Register of internal audit reports	Complied		
2.5	Preparation and submission of all the monthly account summaries (CIGAS) to the Treasury on due date.	Complied		
2.6	Updation and maintenance of Register for cheques and money orders	Complied		
2.7	Updation and maintenance of Inventory registry	Complied		

2.8	Updation and maintenance of Stocks Register	Complied		
2.9	Updation and maintenance of Register of Losses	Complied		
2.10	Updation and maintenance of Commitment Register	Complied		
2.11	Updation and maintenance of Register of Counterfoil Books (GAN20)	Complied		
3	Delegation of functions for financial control (FR 135)			
3.1	Delegation of powers within the financial institution	Complied		
3.2	Awareness within the institution regarding the delegation of financial authority.	Complied		
3.3	Every transaction must be approved by two or more officers with delegated authority.	Complied		
3.4	In accordance with Public Accounts Circular No. 171/2004 dated 11.05.2014, the use of the government payroll software package must be subject to the control of accountants.	Complied		
4	Preparation of Annual Plans			
4.1	Preparation of the Annual action plan	Complied		
4.2	Preparation of the Annual procurement plan	Complied		
4.3	Preparation of the Annual internal audit plan	Complied		
4.4	Preparation of the Annual estimate and submitting it to the National Budget Department (NBD) on the due date	Complied		
4.5	Submission of the annual cash flow statement to the Treasury Operations Department on the due date.	Complied		
5	Audit queries			
5.1	All audit queries have been answered by the date set by the Auditor General.	Complied		

6	Internal Audit			
6.1	Preparation of the internal audit plan at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019.	Complied		
6.2	Responding to every internal audit report within one month	Complied		
6.3	Submission of copies of all the internal audit reports to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018.	Complied		
6.4	In terms of Financial Regulation 134(3), Submission of copies of all internal audit reports to the Auditor General	Complied		
7	Audit and Management Committee			
7.1	Conducting minimum 04 meetings of the Audit and Management Committee during the year as per the DMA Circular 1-2016-9.	Complied		
8	Asset Management			
8.1	Submission of the information about purchases of assets and disposals to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017.	Complied		
8.2	Appointing of a suitable liaison officer to coordinate the implementation of the provisions of the circular and sending the details of the nominated officer to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular.	Complied		
8.3	Conducting the boards of survey and submission of the relevant reports to the Auditor General on due date in terms of Public Finance Circular No. 05/2016.	Complied		

8.4	Implementation of the excesses, deficiencies and other recommendations revealed in the annual board of survey within the period specified in the circular.	Complied		
8.5	Disposal of condemned goods in accordance with FR 772.	Complied		
9	Vehicle Management			
9.1	Preparation of daily running charts and monthly summaries of the pool vehicles and submission of them to the Auditor General on due date.	Complied		
9.2	Disposal of the condemned vehicles within a period of less than 6 months.	Complied.		
9.3	Maintenance and updation of the vehicle logbooks.	Complied.		
9.4	Taking actions in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident.	Complied.		
9.5	Retesting of the fuel consumption of vehicles in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016.	Complied.		
9.6	Transferring of the absolute ownership of the leased vehicle logbooks after the lease term.	Not compiled.	Full ownership of the rent vehicles was acquired in the first quarter of 2022.	
10	General Deposit Account			
10.1	Preparation of the bank reconciliation statements, obtaining certification and making ready for audit by the due date.	Complied.		
10.2	Settling of dormant bank accounts carried forward from previous years or in the year under review.	Complied.		
10.3	Taking actions in terms of Financial Regulations regarding balances that had been disclosed through bank	Complied.		

	reconciliation statements and for which adjustments had to be made, and settling the balances within one month.			
11	Utilization of funds			
11.1	Spending of the provisions without exceeding the limit.	Complied.		
11.2	Incurring liabilities not exceeding the remaining provision limit at the end of the year after utilization of the provision made, in accordance with Section 94(1) of the Act.	Complied.		
12	Advance Account of Public Officers			
12.1	Compliance with limits	Complied.		
12.2	Carrying out a time analysis on the loans in arrears.	Complied.		
12.3	Settling of the loan balances in arrears for over one year	Complied.		
13	General Deposit Account			
13.1	Taking actions as per F.R.571 in relation to disposal of lapsed deposits.	Complied.		
13.2	Updation and maintenance of the control register for general deposits	Complied.		
14	Imprest Account			
14.1	Remitting the balance in the cash book at the end of the year under review to Treasury Operations Department.	Complied.		
14.2	Settling of the ad-hoc sub imprests issued as per F.R. 371 within one month from the completion of the task.	Complied.		
14.3	Issuing of the ad-hoc sub imprests without exceeding the limit approved as per F.R. 371.	Complied.		
14.4	Reconciliation of the balance of the imprest account with the Treasury books monthly.	Complied.		

15	Revenue Account			
15.1	Making the refunds from the revenue in terms of the regulations.	Complied.		
15.2	Directly crediting the revenue collection to the revenue account without crediting to the deposit account.	Complied.		
15.3	Forwarding of the returns of arrears of revenue to the Auditor General in terms of FR 176.	Complied.		
16	Human Resource Management			
16.1	Maintenance of the staff within the approved cadre.	Complied.		
16.2	Issuing of a duty list in writing to each members of the staff.	Complied.		
16.3	Submission of all reports to MSD in terms of their circular no.04/2017 dated 20.09.2017.	Complied.		
17	Provision of information to the public			
17.1	Appointing of an information officer and maintaining and updating a proper register of information in terms of Right to Information Act and Regulation.	Complied.		
17.2	Providing information about the institution to the public by Website or alternative measures and facilitating the public to make appreciations / allegations against the public authority by this website or alternative measures.	Complied.		
17.3	Submission of biannual and annual reports as per section 08 and 10 of the RTI Act.	Complied.		
18	Implementing citizens charter			
18.1	Formulation and implementation of citizens charter/ Citizens client's charter by the Institution in terms of the circular number 05/2008 and	Complied.		

	05/2018(1) of Ministry of Public Administration and Management.			
18.2	Devising a methodology by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular.	Complied.		
19	Preparation of the Human Resource Plan			
19.1	Preparation of the human resource plan in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied.		
19.2	Ensuring a minimum training opportunity of not less than 12 hours per year for each member of the staff in the aforesaid Human Resource Plan.	Complied.		
19.3	Signing of the annual performance agreements for the entire staff based on the format in Annexure 01 of the aforesaid Circular.	Not complied	Not yet implemented. Expect to be implemented in future.	
19.4	Appointing of a senior officer and assigning the responsibility of preparing the human resource development plan, organizing capacity-building programmes and conducting skill development programmes as per paragraph No.6.5 of the aforesaid Circular.	Complied.		
20	Responding to Audit Paragraphs			
20.1	Rectification of the shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years	Complied.		