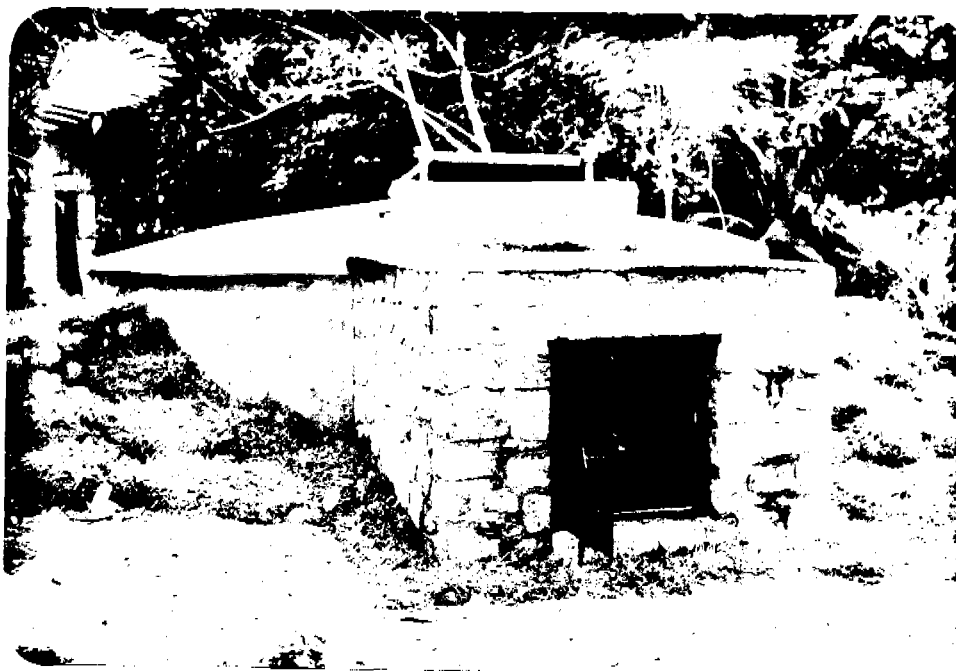


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S R T S P R O J E C T
R E P O R T
1 9 9 0



Ferrocement storage tank with valve chamber

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1 GENERAL PART

1.1 INTRODUCTION

The SARVODAYA RURAL TECHNICAL SERVICES (referred to as SRTS) has been of service to the LANKA JATHIKA SARVODAYA SHRAMADANA SANGAMAYA, the largest and most important NGO in Sri Lanka, for the last twelve years. Its main objective is to assist the rural villages (Village Shramadana Societies) in their efforts to improve their standard of living. From the initiation of SRTS HELVETAS has been assisting / managing it and only in 1991 a new agreement was signed ending the direct involvement of HELVETAS staff in the daily affairs of SRTS. But HELVETAS continues to assist SRTS financially and to provide management and technical advice through their director and technical advisor.

The SRTS Project Report 1990 covers the period from January to December 1990 and is divided into two parts:

- General Part: administrative and financial matters. Prepared by M. P. T. P. Fernando, Chief Executive SRTS and A. Perera, Accountant SRTS.
- Technical Part: technical details about the implemented projects. Prepared by P. Jayaweera, Technical Advisor SRTS.

As this is the first time that SRTS has prepared an annual report on their own the report is very likely to contain several shortcomings. Nevertheless, we hope that it can give you an insight into SRTS and its activities although we tried to keep the report short and we did not want to go too much into boring details. To get more detailed information about Sarvodaya and its setup, please refer to the booklet "Sarvodaya as an Organisation" by Dr. A. T. Ariyaratne and Mr. D. A. Perera (1.1.1991) (Annex 1).

1.2 STAFF MATTERS

1.2.1 Head of SRTS

In April 1990 a new director was appointed to SRTS who immediately started reorganising the services. Due to various reasons Mr. P. de Silva resigned from his post after only four months. Again, Mr. G. Ganegama, coordinator SRTS, took over as the chief of the technical section of Sarvodaya and SRTS continued to function as it did before the appointment of a new director.

In another measure to improve the performance of SRTS Sarvodaya offered the services of a part time consultant. But his services did not meet our expectations and in the interests of both parties the consultant had left SRTS (Sarvodaya) by the end of 1990.

1.2.2 Post of Technical Advisor

The departure of the HELVETAS Technical Advisor towards the end of 1989 (without being replaced) made it absolutely necessary to create a post of a Technical Advisor within SRTS and HELVETAS encouraged Sarvodaya to go ahead with it.

For this post all five ATAs (Assistant Technical Advisors) were considered and finally Mr. Palitha Jayaweera was selected and he took up the position of Technical Advisor SRTS.

He is responsible for all technical questions within SRTS under the supervision of the Chief Executive. During the last few months SRTS was able to benefit tremendously from his efforts and experience.

1.2.3 Redundant Staff

During 1989 a major policy shift took place within SRTS. As recommended by HELVETAS SRTS staff had to be reduced drastically. We do not consider it necessary to repeat all the discussions which were held between Sarvodaya and HELVETAS at that time. Finally it was mutually agreed that SRTS should employ only around 60 staff. These 60 people were expected to be adequate to carry on and to do all the work necessary to implement the projects according to the workplan.

Therefore in 1989 all masons were retrenched until the end of the year. Obviously this created ill feelings both among the retrenched as well as the continuing SRTS staff and this resulted in a considerable drop in activities during the first months of 1990. Some of the mentioned bad feelings were lingering around for quite some time (or are partly still in people's minds) and it needed long discussions and persuasion to raise the motivation of the SRTS staff again.

During 1990 more staff was retrenched:

- All SRTS accountants in the district offices. These accountants were appointed by the former HELVETAS Director but his decision did not fit into the established Sarvodaya structure / procedures in the different district offices. Then that decision has been reversed and all separately appointed accountants had to resign from their posts. The accounting work is now done again by the normal Sarvodaya district accountants.
- Other excess or incapable staff in the SRTS district offices (e.g. draftsmen, draftswomen, supervisors, etc.).

The table below shows the changes in personnel during the last two years. Altogether 151 staff members or 73.7% of the total work force had to leave SRTS. You can imagine that such a drastic cut in the SRTS work force had its impacts on the performance of SRTS (see above comments). To help Sarvodaya in retrenching the redundant staff HELVETAS was willing to contribute towards gratuity payments. The total gratuity payments made available by HELVETAS amounted up to the sum of around Rs. 750'000.

Number of SRTS Staff Members:

(below figures do not include the Nelumkulama farm staff)

	Masons	Superv	AICs	OICs	ATAs	Others	HQ	Total
mid of 1989	98	55	14	11	0	20	7	205
end of 1989	79	52	12	15	0	18	5	181
mid of 1990	0	37	10	8	5	14	5	79
end of 1990	0	37	10	8	5	14	6	80
mid of 1991	0	25	8	9	4	0	*) 8	54

*) the OIC of Anuradhapura East is temporarily transferred to Moratuwa until the investigations in his district are completed

1.3 CHANGES IN DISTRICT OFFICES

Some of the SRTS District Offices had to be closed down during the year because the activities in this districts did not justify a separate SRTS office. Given below is a list with all the district SRTS offices that were closed down:

- Hambantota: This office was closed down because there was only routine work, such as wells and latrines. Now SRTS staff in Matara is supervising the activities in Hambantota district.
- Mahiyangana: An OIC was stationed temporarily in 1989 but as there was insufficient work he was transferred to another district. After his transfer SRTS staff in Kandy supervised Mahiyangana but later on these responsibilities were handed over to the SRTS staff in Badulla.
- Anuradhapura West: In this office too there was only routine work as was at Hambantota. Hence the two Anuradhapura offices were joined and there is now only one SRTS office in Anuradhapura.
- Polonnaruwa: This office was completely burnt down by subversives, but lately it was renovated and reopened. Progress of the work has to be closely monitored to see whether a separate SRTS district office under an OIC is justified.

1.4 SELECTION OF PROJECTS

Sarvodaya is working in 5600 villages all over Sri Lanka. Each of these villages has a grass root level organisation, the so called Shramadana Society. Many of them requested our assistance through their respective district coordinators to meet their needs in water and sanitation. Therefore projects had to be selected on priority basis. Preference was given to villages where no assistance had been received either from the Government or any other organization earlier. Community participation is another major criteria in selecting of projects.

During the last few years the selection of projects was not always optimal. In some districts the SRTS staff proposed certain projects to a village of their choice and the villagers could either accept or refuse the project. This happened against the advice given to the district staff by the SRTS management and the HELVETAS representative. Actually, the villagers (Shramadana Society) should discuss their needs and priorities among themselves. Once they have compromised about what is their most urgently needed improvement of the village infrastructure they can approach the proper Sarvodaya representative and ask for assistance.

We try very hard to make the above procedures the rule and to instruct our district staff accordingly. Unfortunately we can not change long established (inproper) habits over night. But we have been experiencing a change in the kind of proposed / requested projects during the last few months and we will continue to insist on a proper selection of projects.

When a project is identified the following procedure is adopted before financing it. Initially preliminary surveys are done and project proposals are prepared and forwarded to the Chief Executive for approval and only after such approval money will be released to the district office for implementation of a project.



Trench digging by Shramadana (free labour)

1.5 ACCOUNTING

1.5.1 Accounting Procedures

We will first give you a description of the existing accounting procedures within SRTS at the beginning of 1990:

- In all districts separate bank accounts and book sets were maintained. Authorized signatories for this bank account were the SRTS OICs and the district coordinators (except in Galle).
- Full responsibility for material procurement, disbursement of funds, etc. lied with the SRTS OICs.
- Books were maintained / kept by the SRTS district accountant.
- Every month financial statements from each district had to be sent to Moratuwa by the OICs. Without receiving these statements no further funds were transferred to the districts. These procedures were followed very strictly.
- In Moratuwa the actual project expenses were compared with the estimated amounts. In case expenses were to exceed the cost estimate by more than 5% an additional cost estimate had to be prepared and approved before further funds were released.
- Monthly allocations of funds to the districts were closely monitored by the HELVETAS Director who maintained a separate budget control.
- Within Sarvodaya there was a separate bank account for SRTS in which all HELVETAS funds were credited (except direct procurements done by the HELVETAS Director).
- We maintained a separate bank account for third party projects.
- Our financial transactions were regularly monitored by the HELVETAS Director.
- In case of malpractices Sarvodaya audit section took over the investigations and their reports were the basis for further actions.
- During the last months of the 1990 it was agreed between Sarvodaya and HELVETAS that all SRTS district accountants had to resign from their jobs. Again the work was undertaken by the normal Sarvodaya district accountants as it was earlier (see also 1.2.3. Redundant Staff).

- In August 1990 HELVETAS agreed to allocate a special grant of Rs. 400,000 to meet the additional expenses of SRTS connected with the appointments of a new director and a consultant.

1.5.2 Income - Expenses 1990

1.5.2.1 Moratuwa: Head Office

Please refer to Annex 2 to see the detailed list!

Below we will give some explanations to the entries in the list in Annex 2:

Remarks to Income columns

- All HELVETAS transfers to Head Office in Moratuwa
- Rs. 3'011 were transferred from Sarvodaya General to SRTS and entered under Various

Remarks to Expenses columns

Allowances:

- Salaries for staff in Head Office (incl. gratuity payments)

Transport:

- Expenses for travelling of staff in Head Office (incl. repairs)

Office:

- Office expenses, e.g. stationary, postage, general expenses, etc.

Training:

- Rs. 30'744 were spent for a SRTS seminar held in Moratuwa

Various:

- Expenses for various small items

1.5.2.2 Districts (incl. Summary)

Please refer to Annex 3 to see the detailed Lists!

Below we will give some explanations to the entries in the list in Annex 3:

Remarks to Income columns

Transfers:

- Transfers from the Head Office in Moratuwa to the districts

Various:

- Income from Third Parties
- Unpaid allowances were booked as negative incomes
- Transfers of welfare donations from the Head Office to the districts
- The value of the materials taken out from the district stores and used in our projects were booked as income (before booking them as expenses)
- Refunds of temporary loans from Sarvodaya District Accounts
- Repayments of individual motor cycle loans

Remarks to Expenses columns

Allowances:

- Salaries to SRTS district staff
- Gratuity payments to retrenched staff. Due to this payments more money was spent for allowances than budgeted.

Projects:

- Project money spent for projects approved by HELVETAS
- SRTS budget was increased from Rs. 9'010'000 to Rs. 10'300'000. This, together with the fact that more money was spent than budgeted for projects taken over from the 1989 work program, explains why the budget was exceeded.

Various:

- Expenses for travelling and miscellaneous
- Expenses for Third Party projects
- Welfare donations and individual training expenses to SRTS staff
- Expenses for equipment
- The value of materials taken out from the district stores and used in our projects were booked as expenses under Various
- Temporary loans to Sarvodaya District Centres

Many of the above mentioned expenses were not budgeted for and that is the reason, why under Various, much more money was spent than foreseen in the budget for 1990.

1.5.2.3 Ecofarming, Nelumkulama

Please refer to Annex 4 to see the detailed list of expenses!

Before we will give some explanations to the activities in the Nelumkulama farm, we will comment the figures in the list in Annex 4:

Remarks to Income

Transfers:

- Transfers to Nelumkulama from Head Office in Moratuwa

Various:

- Repayments of temporary loans to District Centre
- Transfer of welfare donations form Head Office Moratuwa to Nelumkulama
- Refunds for electricity supply to individuals
- Gratuity payments

Remarks to Expenses

Allowances:

- Allowances and gratuity payments to farm staff

Projects:

- Project related expenses

Various:

- Travelling and miscellaneous
- Welfare donations
- Temporary loans to Sarvodaya District Centres

Activities during 1990

Besides the day to day activities the following courses and seminars were conducted:

Farm Machinery Training: One day instructions on the use of basic farm machinery (mobile service)

Goat Keeping: One week courses to instruct the farmers in goat keeping (no free grazing, etc.)

Poultry Keeping: One week courses to instruct the basics in keeping poultry

Bee Keeping: One week courses to introduce new bee hives and techniques in feeding and keeping bees

Conservation Farming: Introduction of new cultivating techniques (e.g. mixed crops, soil covering, mulching, etc.)

Various Seminars: Various one day seminars were held at the Agriculture Research Centre (Mahailuppalama) or at the various villages in:

- Organic farming
- Conservation farming
- Extension services
- Farm machinery
- etc.

Activities in Model Villages: Continuation of activities which were started in 1987. Please refer to earlier reports to see more about these activities.

No.	Type of Course	Date	Participants
3	Farm Machinery Training	March/April/May	60
1	Goat Keeping	29.05. - 03.06.	13
2	Poultry Keeping	March/May	15
1	Bee Keeping	26.08. - 31.08.	19
1	Conservation Farming	24.06. - 31.06.	20
1	" "	01.09. - 07.09.	20
1	" "	16.11. - 21.11.	20
1	" "	25.11. - 30.11.	20
1	" "	30.11. - 05.12.	18
1	" "	08.12. - 13.12.	22
-	Various Seminars	Var.	-
-	Activities in Model Villages	Var.	-

We wanted to include here a list with all the costs of the different courses and seminars. Unfortunately it was not possible to collect all the relevant/necessary data because some account books are missing. We will have to follow up the matter.

1.5.3 Summary of Monthly Expenses and Budget Control

Please refer to Annex 5 to see the detailed list!

Total amount received from HELVETAS was Rs. 18'537'234!

Total expenses of SRTS was Rs. 24'156'703. The difference of Rs. 5'619'469 is made up by:

- 3rd party projects
- Stock adjustments
- Welfare expenses
- Internal transfers
- etc.

We would like to make a few remarks to the different budget items. Please note that the budget figures are the revised ones.

Remarks to Districts

- All figures from the summary of Annex 3, 1.5.2.2 Districts
- HELV.dir. means direct payments of invoices by HELVETAS

Remarks to Moraluwa

- Allowances: - Salaries of staff (incl. gratuity payments)
- Transport: - Expenses for travelling (incl. repairs)
- Off./Var.: - Expenses for office, training and various (refer to Annex 2)

Remarks to National

Investment:

More investments were made than budgeted on the request of the Coordinator. These were :

- Personal Computer
- Air Conditioner
- 4 Motor Cycles
- Extension of office
- etc.

Due to the favourable exchange rates there was enough money to be spent on additional investments. We would like to thank the HELVETAS Director, Mr. Otto Göstch, for his kind cooperation in this respect.

Training:

Please refer to 2.5 Training in the Technical Part of this report! Out of the total of Rs. 65'438 only Rs. 43'087 appear under this column. The rest of Rs. 22'451 is included in the column Districts under Various.

Staff General:

- Expenses for ETF
- Loan repayments to Welfare Account
- Rs. 169'713 HELVETAS donation to Welfare Housing Scheme

Ecofarming:

Please refer to Annex 4 and 1.5.2.3 Ecofarming, Nelumkulama

Sarvodaya General:

The following is a break down of the amount spent (Rs. 2'235'891) for Sarvodaya General:

- Rs. 81'000 for Women's Section (please see separate report forwarded by Woman's Section)
- Rs. 166'916 spent for Head Office Moratuwa on request by the former SRTS Director (not included under investment)
- Rs. 1'987'975 to Sarvodaya General for:
 - Electricity
 - Offices
 - New Director and Consultant
 - etc.

- Summary: Rs. 81'000
 Rs. 166'916
 Rs. 1'987'975

Total Rs. 2'235'891

1.5.4 Balance Sheet

Please refer to Annex 6 to see the detailed list!

The list is self explanatory but still we would like to make some remarks to some accounts:

Bank Account SRTS:

- In November Rs. 300'000 were transferred from the Third Party Account as refund for prefinancing of three well projects in Ratnapura (Drought relieve project)
- In November we sold one motor cycle and Rs. 4'500 were credited
- In December Rs. 245'746 were transferred from the Pradeshiya Sabha in Kotmale as a refund for our pre-financing of Doruwadeniya Water Supply Project. In January 1991 we found out that the cheque could not be realised due to lack of funds in their account.
- Break down of Income:

- From HELVETAS (through Sarvodaya Account)	Rs. 13'060'000
- From Third Party Account	Rs. 545'746
- From N' Eliya District Centre	Rs. 35'895
- Proceeds from motor cycles	Rs. 4'500
Total	<u>Rs. 13'646'141</u>

Suspense Account:

Amounts which were wrongly credited to the welfare account or which could not be spent till the end of the year (e.g. gratuity payments and payments for computer courses) are shown in this Suspense Account.

Break down:

- Rs. 10'000 refund from insurance corporation for the repair of a motor cycle. The full amount paid by the insurance corporation was Rs. 15'075 but only Rs. 10'000 were credited to the welfare account. The difference of Rs. 5'075 will be recovered from the respective person.
- Rs. 77'753 unpaid allowances
- Rs. 63'971 so called profits from third party projects
- Rs. 4'140 discount from SEEDS in Kandy for the fabrication of well moulds
- Rs. 58'275 unpaid gratuities
- Rs. 117'768 for computer courses (to be followed in 1991)
- Rs. 30'000 cashed by the former coordinator on 18.12.90 but not entered into books (will be recovered)

- Summary:	Rs. 10'000
	Rs. 77'753
	Rs. 63'971
	Rs. 4'140
	Rs. 58'275
	Rs. 117'768
	<u>Rs. 30'000</u>

Total	<u>Rs. 361'907</u>
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1.5.5 Audit Report

The procedure to obtain a substantial audit report has to be discussed with HELVETAS. Only after such discussions took place will we be in a position to forward an audit report on our accounting.

1.6 OUTLOOK FOR 1991

The SRTS was in operation on an island wide basis until 1984. But the unfortunate events which led to communal violence (civil war) in the North and East of Sri Lanka compelled us to suspend our activities temporarily (for more than seven years now) in these areas. We are eagerly looking forward to resuming our work when peace returns to those areas.

For 1991 the role of HELVETAS within SRTS will change completely. For the first time, a financial agreement was signed between Sarvodaya and HELVETAS. This gives SRTS much more independence, but on the other hand, also more responsibilities.

HELVETAS has clearly stated that it wants to reduce its contribution towards SRTS in the future and that Sarvodaya should try to get in contact with other donors to make up for the reduced HELVETAS assistance. During 1990 HELVETAS allocated a total amount of Rs. 19'644'000 for SRTS. For 1991 HELVETAS made a commitment of SFr. 550'000 or around Rs. 16'500'000 depending on the exchange rate. The reduction of Rs. 3'000'000 is quite considerable and it makes it imperative for Sarvodaya to open up other financial sources if the future work program of SRTS is not to be reduced.

During the first months of 1991 Sarvodaya made another effort to recruit a new Chief Executive for SRTS. After an unsuccessful first attempt with Mr. Mariyasingham, who left SRTS after only one week, Mr. M.P.T.P. Fernando was appointed on 13 February as the new Chief Executive of SRTS.

Sarvodaya as well as SRTS will be restructured during 1991 to serve the Village Shramadana Societies even better in the future. The exact new organisational set up can be seen in the Budget / Workplan for 1991 or in the SRTS Project Report 1991.

1.7 CONCLUSIONS

We would like to thank HELVETAS for all the assistance given to Sarvodaya during the last twelve years. It is with a deep sense of gratitude that we acknowledge the invaluable services rendered by Mr. O. Götsch and Mr. F. Gähwiler the HELVETAS Director and Technical Advisor in Sri Lanka. We look forward to many years of fruitful collaboration between HELVETAS and the LANKA JATHIKA SARVODAYA SHRAMADANA SANGAMAYA.

2 TECHNICAL PART

2.1 INTRODUCTION

While collecting information / data for the compilation of this report we noticed that the institutionalized monitoring system in SRTS was not sufficient. No adequate records were maintained and no final project reports were prepared. Therefore we created a new final project report form which makes it much easier to monitor the activities of SRTS (a copy of this form is attached in Annex 7). It will take some time until all OICs / AICs get used to the new form and fill them in correctly.

About the difficulties with the selection of projects, please refer to 1.4 in the general part of this report.

The technical part should give you detailed information about all the different types and numbers of projects implemented during 1990. Additionally we thought it was necessary to give you our ideas about third party projects and the training program of SRTS.

The following is a short list of major changes within SRTS which were implemented during 1990:

- Starting of a project without an approved project proposal: All ATAs, OICs and AICs were given strict instructions not to commence any projects without an approved project proposal. In two districts, Ratnapura and Galle, these instructions were violated and the necessary steps were initiated to rectify the mistakes. Today, no project is started without an approved project proposal.
- Exceeding of cost estimate: In projects where the expenses are to exceed the cost estimate by more than five per cent an additional cost estimate has to be prepared and approved before the money is released.
- Project ledger for Village Shramadana Society: A copy of the project ledger has to be given to the representatives of the Shramadana Societies. This makes them aware of the money spent and the material purchased for their project.
- Position of ATAs: The position of the ATAs was strengthened and they take over more responsibilities and thus reduce the workload for the senior management staff of SRTS.

As always on paper we can give you only a brief summary of our activities. To become more familiar with SRTS, the problems encountered in the field, the collaboration with local communities, our self help approach, etc. we consider it an opportunity to visit a few of our projects during the construction period or even after completion of a project. We are therefore looking forward to welcoming you in SRTS.

The technical expressions used in this report might be a bit confusing to somebody who is not very familiar with SRTS. We will, therefore, explain some of these expressions:

- Total Project Cost: Total cost of a particular project, including:

- Direct Project Expenses (DPE)
- Overhead
- Contribution Community

For 1990 the Total Project Cost of all completed projects together was Rs. 26'802'377.

- Direct Project Expenses (DPE): Direct expenses for a project, including:

- Construction material
- Pipes, fittings
- Salaries (paid labour)
- Miscellaneous (tools, etc.)

For 1990 the DPE for all completed projects were Rs. 11'148'524.

- Overhead: Expenses for staff, social insurances, administrative and office expenses, transport, training and capital cost. We can divide these overhead costs into three different categories:

- SRTS Districts: 41.6% of DPE
- SRTS Head Office: 10.1% of DPE
- Sarvodaya general: 19.4% of DPE

The total Overhead for 1990 was 41.5% of all SRTS expenses (excl. Nelumkulama expenses).

- Contribution Community: All costs covered by the local community:

- Construction material
- Labour
- Various

For 1990 the total Contribution Community was Rs. 7'787'335 (29%).

- Contribution Sarvodaya: Costs which were covered by Sarvodaya (SRTS), including overhead.

For 1990 the total Contribution Sarvodaya was Rs. 19'014'882 (71%).

2.2 PROJECTS

2.2.1 Type and Number of Projects

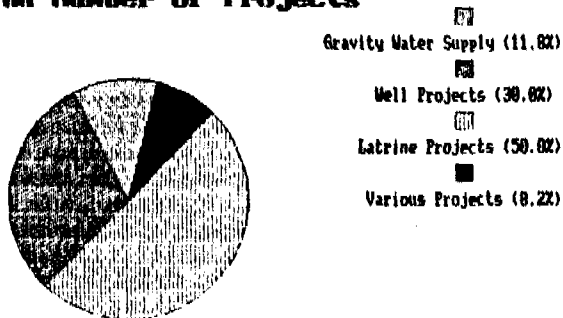
During 1990 SRTS has completed the following types and numbers of projects:

Type of Project	No. of Projects	Amount spent
Gravity Water Supply Projects	20	8,727,361
Well Projects	51	4,331,985
Latrine Projects	85	12,559,656
Various Projects:		
- Culverts	9	
- Bridges	2	
- Housing	1	
- Steps (Stairs)	2	
Total Various Projects	14	1,183,375
Total	170	26,802,377

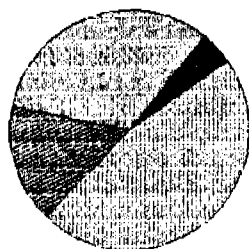
The amounts spent are the total costs of the projects. We clearly distinguish Between:

- *Total Project Cost* (incl. overhead and community contribution)
- *Direct Project Expenses* (excl. overhead and community contribution)

Type and Number of Projects



Amounts spent for Projects



Gravity Water Supply (32.6%)
Well Projects (16.2%)
Latrine Projects (46.8%)
Various Projects (4.4%)

Remarks:

The above table and charts are self explanatory and it is not necessary to give more explanations. However, it is important to interpret the results of the table and charts.

Generally, the fact that we were able to complete a total number of 170 projects is quite an achievement. It needs a lot of dedication and efforts to accomplish such a result. However, there is still a lot to be improved and a figure alone does not say anything about the impact of the completed projects in the villages and, honestly, that is much more important than the number of completed projects. We have no established procedures to measure the impact of our projects in the villages and among the Shramadana Societies. Therefore we can rely on numerical statistics only. Periodical evaluations of projects and their impacts could help us to one step further. We will try to work out a proposal for such evaluations during the months to come.

Now, let us come back to the given figures. The practice of some SRTS district staff members (described under 1.4 Selection of Projects) clearly reflects in the figures shown in above table. Exactly 50% of all projects were latrine projects and 46.8% of the total project expenses were used for improved sanitation. Although we consider the improvement of the sanitary facilities in the villages to be important, it is obvious that the share the latrine projects got during 1990 was much too high. With the introduced changes in the selection of projects we should be able to overcome the discrepancy. During 1991 the number of various projects is expected to increase and the number of latrine projects should decrease considerably.

2.2.2 List of Projects and its Characteristics

Summary of all Projects completed during 1990

Ref No	Name	District	Total Cost	Direct Project Expenses			Contrib in Community		Contrib in Sarvodaya		Cons Time	Beneficiaries	Cost p Benef.
				Estimate	Actual	%	%	%					
Gravity Water Supply													
1	Saangipura	Badulla	302,339	187,681	163,151	87	23,351	8	278,989	92	10	200	1,512
2	Soragune 1	Badulla	567,581	301,757	305,801	101	44,660	8	522,920	92	16	438	1,296
3	Udakiruwa	Badulla	403,391	201,037	198,244	99	64,394	16	338,996	84	6	300	1,345
4	Beddekumbura	Badulla	252,577	139,420	135,180	97	21,419	8	231,158	92	5	312	810
5	Pinnalanda	Badulla	178,856	95,484	100,500	105	7,000	4	171,856	96	9	240	745
6	Haputalegama	Badulla	363,540	206,654	203,488	98	15,575	4	347,965	96	17	500	727
7	Galkanda	Badulla	737,430	356,859	412,532	116	32,000	4	705,430	96	10	1,050	702
8	Purankumbura	Kandy	271,871	191,742	151,421	79	12,940	5	258,931	95	12	1,050	259
9	Hal-oya	Kandy	305,489	160,525	161,456	101	29,400	10	276,089	90	8	520	587
10	Pallekanugala	Kegalle	268,023	138,336	134,984	98	37,200	14	230,823	86	8	900	298
11	Pasgoda	Matara	582,985	332,249	322,515	97	166,940	29	416,045	71	18	800	729
12	Elukpitiya	Matara	908,220	383,000	390,421	102	240,600	26	667,620	74	12	866	1,049
13	Bogamuwa	N'Eliya	529,143	300,600	263,826	88	78,000	15	451,143	85	16	1,000	529
14	Unantenna	N'Eliya	233,977	164,706	103,496	63	57,000	24	176,977	76	7	300	780
15	Kanduregoda	N'Eliya	711,969	459,300	364,894	79	88,000	12	623,968	88	16	900	791
16	Nildandahinna	N'Eliya	281,181	150,945	140,117	93	41,581	15	239,600	85	5	300	937
17	Arsalena	N'Eliya	212,647	101,400	113,506	112	18,550	9	194,097	91	9	175	1,215
18	Blackpool	N'Eliya	1,211,941	527,070	609,321	116	170,000	14	1,041,941	86	12	3,400	356
19	Dibulwala	Ratnapura	248,688	114,825	102,361	89	73,650	30	175,038	70	5	200	1,243
20	Kalatuwawa	Ratnapura	155,513	123,050	52,931	43	65,000	42	90,513	58	11	1,250	124
Wells													
21	Dambagahulp	A'pura E	86,314	35,826	35,094	98	26,303	30	60,012	70	8	293	295
22	Nochchikulama	A'pura E	119,587	42,922	45,021	105	42,602	36	76,986	64	16	302	396
23	Mehandiya	A'pura E	142,690	66,135	67,889	103	26,600	19	116,090	81	10	396	360
24	Habaranagama	A'pura E	111,048	55,796	55,902	100	15,456	14	95,592	86	5	508	219
25	Karambegama	A'pura E	129,211	63,096	60,362	96	25,992	20	103,219	80	2	310	417
26	Pethiyannekada	A'pura E	112,182	55,260	53,159	96	21,280	19	90,902	81	10	280	401
27	Mankadawala	A'pura W	39,827	20,183	17,514	87	9,878	25	29,949	75	4	210	190
28	Oluwewa	A'pura W	40,798	20,403	17,854	88	10,268	25	30,530	75	7	170	240
29	Kalubululanda	Badulla	83,066	40,275	36,807	91	20,125	24	62,941	76	3	325	256
30	Maduragama	Badulla	27,689	25,793	12,894	50	5,640	20	22,049	80	2	100	277
31	Hyare	Galle	39,317	24,770	18,375	74	7,896	20	31,421	80	2	122	322
32	Naththewela	Galle	77,480	49,302	36,075	73	15,792	20	61,688	80	2	228	340
33	Kulunukanda	Galle	36,853	28,858	19,487	68	3,530	10	33,323	90	6	92	401
34	Aluthepola	Gampaha	37,607	16,780	11,349	68	18,200	48	19,407	52	1	200	188
35	Millawala	Gampaha	56,368	19,740	20,537	104	21,250	38	35,118	62	1	500	113
36	Kotadeniyawa	Gampaha	25,246	12,427	8,682	70	10,400	41	14,846	59	9	200	126
37	Mannaduwa	Hambantota	41,156	26,155	12,908	49	19,023	46	22,073	54	7	60	686
38	Tennepalla	Hambantota	103,470	43,100	41,129	95	33,139	32	70,331	68	5	92	1,125
39	Kudagam 10	Hambantota	56,816	30,840	23,931	78	15,894	28	40,922	72	14	68	836
40	Galdola Uduwa	Kandy	91,617	50,370	43,402	86	17,400	19	74,217	81	3	585	157
41	Nawinna	Kandy	140,733	78,286	70,487	90	20,200	14	120,533	86	12	1,350	104
42	Rahala East	Kegalle	107,456	59,035	54,264	92	14,664	14	92,792	86	4	800	134

43	Udawela	Kurune N	61,627	20,890	20,724	99	20,452	33	41,175	67	11	625	99
44	Werawella	Kurune S	55,974	17,221	19,719	115	22,153	40	33,821	60	6	503	111
45	Sandagala	Kurune S	53,343	28,042	21,137	75	17,198	32	36,145	68	6	160	333
46	Thalgahapotta	Kurune S	58,977	18,149	15,595	86	21,691	37	37,206	63	5	650	91
47	Gurugoda	Kurune S	94,570	62,920	38,870	62	27,850	29	66,720	71	8	360	263
48	Dalukgolla	Kurune S	92,589	62,920	44,289	70	24,150	26	68,439	74	9	204	454
49	Magulagama	Kurune S	23,559	9,472	6,761	71	8,399	36	15,160	64	6	17	1,386
50	Kolongoda	Mahiyanga	155,771	77,000	75,305	98	27,000	17	128,771	83	5	700	223
51	Track twelve	Mahiyanga	137,059	60,069	60,064	100	34,350	25	102,709	75	5	300	457
52	Batuyaya	Mahiyanga	150,640	65,600	65,594	100	38,475	26	112,165	74	5	350	430
53	Rattotayaya	Natale	113,573	52,680	52,163	99	24,375	21	89,198	79	1	780	146
54	Ambokudena	Natale	88,481	48,630	46,762	96	8,520	10	79,961	90	5	270	328
55	Nawakawatta	Natale	158,703	86,250	81,610	95	19,151	12	139,553	88	4	1,200	132
56	Patungama	Matara	72,887	117,285	37,057	32	9,500	13	63,367	87	5	80	911
57	Galaboda	Matara	174,889	88,226	72,552	82	50,825	29	124,064	71	6	268	653
58	Malana	Matara	210,604	135,200	100,073	74	39,480	19	171,124	81	8	260	810
59	DaGemunupura	Polonaruwa	41,238	25,295	19,105	76	7,613	18	33,625	82	7	175	236
60	Mahayawatta	Puttalam	15,604	7,404	5,770	78	5,737	37	9,867	63	4	2,120	7
61	Nankadewara	Puttalam	17,151	6,726	6,508	97	6,022	35	11,129	65	3	100	172
62	Kungimathottam	Puttalam	68,416	25,043	24,378	97	26,730	39	41,686	61	4	200	342
63	Hewana	Puttalam	18,051	7,440	7,135	96	5,850	32	12,201	68	3	100	181
64	Thambagalla	Puttalam	19,889	6,931	6,811	98	8,242	41	11,647	59	3	50	398
65	Santhiyakal	Puttalam	29,754	17,714	11,565	65	9,979	34	19,775	66	4	50	595
66	Uppalawatta	Puttalam	58,368	29,732	24,263	82	16,878	29	41,490	71	5	100	584
67	Wilpotha	Puttalam	67,084	41,570	35,502	85	6,376	10	60,708	90	9	150	447
68	Medabedda	Ratnapura	276,340	185,000	100,491	54	104,500	38	171,840	62	11	600	461
69	Manelpedesa	Ratnapura	122,993	58,285	37,841	65	58,285	47	64,708	53	4	280	439
70	Akkarapanaha	Ratnapura	93,963	51,500	39,218	76	26,900	29	67,063	71	6	350	268
71	Kumbalgama	Ratnapura	93,357	64,317	27,538	43	46,268	50	47,090	50	5	270	346

Latrines

72	Dambagollewa	A'pura E	144,803	45,768	45,952	100	66,225	46	78,578	54	4		
73	Kollankuttiga	A'pura E	153,407	51,073	50,092	98	67,750	44	85,657	56	3		
74	Thirappankada	A'pura E	126,143	55,550	44,653	80	49,788	39	76,356	61	9		
75	Dambagahaulpa	A'pura E	139,127	57,746	56,568	98	42,397	30	96,730	70	8		
76	Oluwewa	A'pura W	59,184	29,597	25,900	88	14,895	25	44,289	75	7		
77	Hankadawala	A'pura W	61,627	31,232	27,101	87	15,285	25	46,343	75	4		
78	S-Kebillewela	Badulla	99,624	34,966	36,654	105	36,946	37	62,678	63	2		
79	Wakkumbura	Badulla	101,298	44,466	32,036	72	46,516	46	54,782	54	3		
80	Andigala	Badulla	117,312	44,291	41,401	93	46,516	40	70,796	60	2		
81	Uduthure	Badulla	99,362	36,666	36,518	100	36,946	37	62,445	63	2		
82	Kaluaggala	Colombo E	263,583	67,700	60,195	89	160,650	61	102,933	39	14		
83	Dawalapara	Colombo W	138,775	57,375	50,395	88	52,600	38	86,175	62	2		
84	Pujjayagallena	Galle	121,798	37,240	34,478	93	62,840	52	58,958	48	4		
85	Kulunukanda	Galle	113,632	45,575	40,062	88	45,125	40	68,507	60	8		
86	Opatha	Galle	108,723	37,050	37,192	100	45,125	42	63,598	58	4		
87	Gintota	Galle	88,927	26,750	23,393	87	48,925	55	40,012	45	5		
88	Karawa	Galle	147,357	44,670	40,113	90	78,765	53	68,592	47	3		
89	Halvitigala	Galle	159,694	54,644	47,327	87	78,765	49	80,929	51	2		
90	Dope	Galle	115,810	45,941	41,336	90	45,125	39	70,685	61	7		
91	Pinnaduwa	Galle	82,722	30,000	26,060	87	38,160	46	44,563	54	5		
92	Kotuwebbedehena	Galle	91,591	46,880	34,053	73	33,360	36	58,231	64	3		

93	Dadiwela	Galle	112,875	57,475	30,140	52	40,285	36	72,590	64	7
94	Malinda	Gampaha	165,382	53,420	47,735	89	83,755	51	81,627	49	3
95	Delwala	Gampaha	112,169	49,120	31,715	65	57,936	52	54,233	48	3
96	Debahera	Gampaha	148,792	48,075	41,355	86	78,075	52	70,717	48	2
97	Dungalbitiya	Gampaha	63,126	22,792	19,375	85	29,995	48	33,131	52	2
98	Talahena	Gampaha	168,668	60,000	53,300	89	77,525	46	91,143	54	2
99	Denimulla	Gampaha	68,768	26,300	21,307	81	32,050	47	36,718	53	2
100	Udupila	Gampaha	88,365	34,029	26,372	77	43,262	49	45,104	51	3
101	Godakalana	Gampaha	73,326	53,610	20,401	38	38,441	52	34,885	48	4
102	Lunugama	Gampaha	128,535	53,610	31,936	60	73,925	58	54,610	42	4
103	Amunukumbura	Gampaha	136,344	53,610	36,503	68	73,925	54	62,419	46	4
104	Millawala	Gampaha	141,970	53,610	39,793	74	73,925	52	68,055	48	3
105	Kudagam 10	Hambantota	104,401	56,670	43,974	78	29,206	28	75,195	72	14
106	Mannaduwa	Hambantota	119,409	75,885	37,452	49	55,367	46	64,042	54	7
107	Gabadagama	Kandy	153,514	58,295	52,669	90	63,450	41	90,064	59	2
108	Angammana	Kandy	245,578	66,000	80,572	122	107,800	44	137,778	56	6
109	Nikatenna	Kandy	130,145	42,820	43,008	100	56,600	43	73,545	57	3
110	Rajawella	Kandy	755,647	833,625	423,302	51	31,800	4	723,847	96	8
111	Kahambiliyawa	Kegalle	174,947	71,428	59,443	83	73,300	42	101,647	58	4
112	Nikagolla	Kurun N	285,400	81,125	86,433	107	137,600	48	147,800	52	4
113	Uyandana	Kurun N	94,811	48,810	42,246	87	22,570	24	72,241	76	5
114	Udawela	Kurun N	163,901	55,560	55,116	99	54,392	33	109,509	67	11
115	IhalaKadadunna	Kurun S	143,190	64,325	64,187	100	33,430	23	109,760	77	2
116	Dahanekgedara	Kurun S	143,165	49,750	49,927	100	57,790	40	85,375	60	7
117	Kuleepola	Kurun S	142,629	54,760	55,105	101	48,400	34	94,229	66	8
118	Werawella	Kurun S	216,535	66,619	76,572	115	85,699	40	130,836	60	6
119	Sandagala	Kurun S	144,450	75,934	57,239	75	46,572	32	97,878	68	6
120	Palagama	Kurun S	177,981	59,076	66,153	112	64,860	36	113,121	64	4
121	Thalgehapotta	Kurun S	171,114	52,656	45,247	86	62,934	37	108,180	63	5
122	Bamunugama	Kurun S	168,492	60,780	56,765	93	71,424	42	97,068	58	3
123	Thambilipola	Kurun S	111,348	35,309	38,205	108	36,535	33	74,741	67	4
124	Magulagama	Kurun S	159,490	64,121	64,121	100	56,861	36	102,629	64	6
125	Track Twelve	Mahiyanga	447,102	163,880	156,785	96	179,000	40	268,102	60	5
126	Batuyaya	Mahiyanga	227,727	82,640	80,835	98	89,500	39	138,227	61	5
127	Demadova	Natale	118,538	47,790	47,727	100	36,925	31	81,613	69	4
128	Palapathwela	Natale	188,340	63,535	62,860	99	80,850	43	107,490	57	3
129	Andagala	Natale	101,894	34,070	33,330	98	44,900	44	56,994	56	5
130	Bellanoya	Natale	117,296	47,790	47,001	98	36,925	31	80,371	69	5
131	Thudawa	Matara	107,057	31,177	27,358	88	60,275	56	46,782	44	4
132	Rassandeniya	Matara	233,431	64,600	53,293	82	142,300	61	91,131	39	5
133	Diyagaha	Matara	157,640	51,910	43,050	83	84,025	53	73,616	47	3
134	Polhena	Matara	160,143	39,350	35,610	90	99,250	62	60,893	38	3
135	Batheegama	Matara	322,620	104,431	84,500	81	178,125	55	144,495	45	5
136	Halpandeniya	Matara	130,875	40,670	32,585	80	75,155	57	55,720	43	3
137	Mawarala	Matara	201,572	62,394	50,627	81	115,000	57	86,572	43	3
138	Kubalgama	Matara	163,070	48,850	40,275	82	94,200	58	68,870	42	4
139	Wehalla	Matara	200,170	98,305	70,787	72	79,125	40	121,045	60	4
140	Tennepalla	Matara	125,085	56,940	49,721	87	40,061	32	85,023	68	5
141	DaGemunupura	Polonaruwa	119,646	73,390	55,431	76	22,087	18	97,559	82	7
142	Mahayawatta	Puttalam	167,746	79,569	62,032	78	61,671	37	106,074	63	4
143	Nankadawara	Puttalam	128,632	50,449	48,810	97	45,166	35	83,466	65	3
144	Kungimatho	Puttalam	128,280	46,957	45,708	97	50,120	39	78,160	61	4
145	Hewana	Puttalam	139,895	57,657	55,297	96	45,338	32	94,557	68	3
146	Thambagalla	Puttalam	129,275	45,049	44,272	98	53,571	41	75,704	59	3
147	Santhiyakal	Puttalam	40,912	24,356	15,901	65	13,721	34	27,191	66	4

148	Uppalawatta	Puttalam	91,201	46,456	37,911	82	26,372	29	64,829	71	5	
149	Kalaoyayaya 7	Puttalam	182,711	71,200	70,591	99	62,000	34	120,711	66	8	
150	Muthupanthiya	Puttalam	117,500	55,471	44,343	80	41,675	35	75,826	65	2	
151	Wilpotha	Puttalam	91,081	51,800	35,135	68	31,000	34	60,081	66	3	
152	Erapola	Ratnapura	64,066	25,382	20,156	79	29,600	46	34,466	54	3	
153	Sudagala	Ratnapura	139,726	38,900	45,776	118	61,450	44	78,276	56	3	
154	Meegaswela	Ratnapura	64,066	25,382	20,156	79	29,600	46	34,466	54	2	
155	Manikdola	Ratnapura	74,616	20,904	26,822	128	28,750	39	45,866	61	3	
156	Kaluwawala	Ratnapura	128,777	55,683	48,413	87	45,991	36	82,786	64	8	
Various Projects												
157	Maduragama 2	Badulla	17,275	16,092	8,045	50	3,518	20	13,756	80	2	
158	Ihalabomiriya	Colombo	20,550	5,000	5,000	100	12,000	58	8,550	42	1	
159	Galgamuwa	Gampaha	75,081	33,000	26,246	80	30,200	40	44,880	60	9	
160	Kithuiwala	Gampaha	20,685	15,585	7,506	48	7,850	38	12,835	62	1	
161	Mattamagoda	Kegalle	76,234	41,555	36,052	87	14,585	19	61,649	81	4	
162	Halloluwa	Kegalle	87,090	47,145	39,199	83	20,060	23	67,030	77	2	
163	Alugolla	Kegalle	47,646	26,000	22,600	87	9,000	19	38,646	81	2	
164	Handanaganawa	Mahiyanga	114,069	90,000	59,397	66	12,500	11	101,569	89	7	
165	Maberiya	Matale	70,639	36,050	32,479	90	15,120	21	55,539	79	3	
166	Kirimetiya	Matale	62,021	17,920	25,791	144	17,920	29	44,101	71	3	
167	Kandenuwara(B)	Matale	179,425	74,077	73,641	99	53,500	30	125,925	70	5	
168	Divulgaskotuwa	Matale	87,249	39,620	39,091	99	20,405	23	66,844	77	3	
169	Dewahuwa	Matale	201,932	87,696	87,694	100	51,975	26	149,956	74	2	
170	Koswana	Matale	123,479	70,015	65,871	94	10,840	9	112,639	91	5	
			26,802,377	12,850,554	11,148,524	87	7,787,335	29	19,014,882	71		
											33,164	394

Legend:

- Ref No: Reference number for each project
- Total Cost: Summary of: - Direct Project Expenses (DPE)
 - 7% of DPE to cover overhead
 - Contribution community
- Direct Project Expenses: Project Expenses without any overhead or community contribution
- Contrib Community: Total contribution of local community
- Contrib Sarvodaya: Total contribution of Sarvodaya (incl. overhead)
- Cons Time: Total period of construction in months
- Cost p Benef: Average cost per beneficiary

2.2.3 Comparison between Implemented and Planned Projects

The following table gives some details about the projects implemented during 1990 in comparison with the Workplan for 1990:

	Workplan 1990				taken over from '89	started '90	Total	compl. in '90	taken over to '91
	planned	worked on	cancelled	replaced					
GWS Projects	39	27	10	2	14	15	29	20	9
Well Proj.	88	68	8	12	21	59	80	51	29
Latrine Proj.	129	99	16	14	21	92	113	85	28
Various Proj.	26	19	7	0	5	14	19	14	5
Total	282	213	41	28	61	180	241	170	71

Remarks:

From the above table we see that more or less the same number of projects had to be taken over into the work program of 1991 as from 1989 to 1990. Altogether SRTS was engaged with the implementation of 241 projects. Out of these, 170 could be completed during 1990 and most of the 71 projects taken over to 1991 were finished during the first months of 1991.

In the 1990 workplan we included 282 projects. Work was done on 213 projects out of these 282, which is about 76%. 41 projects had to be cancelled due to various reasons and 28 projects were replaced by new ones which were not included in the original workplan. We found that our work programs tend to be too optimistic. In future we will try to prepare a more realistic work program. We also observed that quite a few projects, although included in the workplan, were not taken up and had to be cancelled / replaced. In most of these projects the responsible SRTS district staff did not carry out a proper feasibility study and they did not inform the Village Shramadana Society about their duties (see also problems discussed under 1.4 Selection of Projects). When the projects were to be started the villagers did not want to participate and it was not possible to implement the project according to the SRTS concept. Therefore the projects had either to be postponed, replaced or even cancelled. Again, we try to solve this problem and instruct all SRTS staff accordingly. We are well aware of the fact that we have to be very strict and tough in pressing and insisting on a proper feasibility study. We hope that we can write about an improved situation in our next annual report.

2.2.4 List of Projects taken over to 1991 Workprogram

Name	District	Direct Project Expenses		
		Estimate	Actual 31 Dec '90	in % of Estimate
<u>Gravity Water Supply</u>				
Koradekumbura	Badulla	198,508	165,289	83.3
Udagama	Badulla	103,620	96,883	93.5
Soragune 2nd	Badulla	73,720	90,918	123.3
Yatalamattha	Galle	186,336	150,217	80.6
Ganepalla	Kegalle	169,020	138,538	82.0
Udapolla	Kegalle	80,256	66,769	83.2
Denike 1	Nuwara Eliya	56,687	42,365	74.7
Rampadeniya	Nuwara Eliya	66,030	23,988	36.3
Kitulpe	Nuwara Eliya	149,592	92,697	62.0
<u>Wells</u>				
Pallipothana	Anuradhapura E	56,200	17,151	30.5
Walawwegama	Anuradhapura E	49,510	50,016	101.0
Eke Kanuwa	Anuradhapura W	20,965	2,775	13.2
Thuruwila	Anuradhapura W	37,753	31,741	84.1
Palugaswewa	Anuradhapura W	31,603	22,722	71.9
Kanadara 1 b	Anuradhapura W	31,236	16,808	53.8
Miriswatta	Colombo W	15,259	13,861	90.8
Kaduwela	Colombo W	10,309	8,114	78.7
Santhalokagama	Colombo W	5,315	0	.0
Haggithakanda	Hambantota	11,039	8,152	73.8
Omara	Hambantota	27,800	16,595	59.7
Mahamedagama	Kandy	38,784	34,031	87.7
Bulumulla	Kandy	27,117	23,415	86.3
Palagama	Kurunegala	50,904	0	.0
Thambilipola	Kurunegala	13,691	14,814	108.2
Siyabalagaskele	Kurunegala	49,500	16,320	33.0
Walawela	Matale	66,345	60,725	91.5
Alugolla	Matale	69,900	56,518	80.9
Hapuwidha	Matale	70,500	48,000	68.1
Mirissa North	Matara	34,223	19,833	58.0
Rotawewa	Polonnaruwa	16,031	8,311	51.8
Kirimetiya	Polonnaruwa	19,580	16,093	82.2
Abepura	Polonnaruwa	26,000	15,624	60.1
Yaya 2	Polonnaruwa	24,843	12,397	49.9
Mahakubukkadawala	Puttalam	41,197	38,944	94.5
Pathahakele	Puttalam	34,267	27,248	79.5
Paththayama	Puttalam	31,989	26,270	82.1
Kaluwawalatenne	Ratnapura	38,887	0	.0
Koswetiya	Ratnapura	57,090	23,533	41.2

Name	District	Direct Project Expenses		
		Estimate	Actual 31 Dec '90	in % of Estimate
<u>Latrines</u>				
Pallipothana	Anuradhapura E	54,550	54,748	100.4
Eke Kanuwa	Anuradhapura W	27,035	0	.0
Thuruwila	Anuradhapura W	49,290	41,441	84.1
Palugaswewa	Anuradhapura W	40,751	29,300	71.9
Kandarawa I bank	Anuradhapura W	40,278	21,674	53.8
Pinnalanda	Badulla	44,691	28,202	63.1
Kaluaggala	Colombo W	68,700	60,795	88.5
Nadimale	Colombo W	60,000	18,988	31.6
Kaduwela	Colombo W	81,756	64,351	78.7
Miriswatta	Colombo W	67,885	61,664	90.8
Manthrimulla	Colombo W	64,125	15,240	23.8
Santhalokagama	Colombo W	91,500	94,945	103.8
Akaravita	Gampaha	45,305	32,109	70.9
Makilangamuwa	Gampaha	17,560	14,564	82.9
Hagithakanda	Hambantota	53,380	39,419	73.8
Weliana	Hambantota	96,350	72,542	75.3
Katukendagolla	Kandy	80,360	69,759	86.8
Kiriporuwa	Matale	63,535	60,135	94.6
Handawalapitiya	Nuwara Eliya	179,850	130,126	72.4
Kalaweldeniya	Nuwara Eliya	126,475	0	.0
Rotawewa	Polonnaruwa	7,235	3,751	51.8
Kirimetiya	Polonnaruwa	56,807	46,690	82.2
Abepura	Polonnaruwa	48,000	28,554	59.5
Yaya 2	Polonnaruwa	72,079	35,968	49.9
Mahakubukkadawala	Puttalam	49,803	47,080	94.5
Pathahakele	Puttalam	55,233	43,921	79.5
Paththayama	Puttalam	45,375	37,262	82.1
<u>Various Projects</u>				
Santhalokagama (Cu)	Colombo W	14,100	0	.0
Deeyawa (Br)	Kurunegala	100,531	74,249	73.9
Purijjala (Br)	Matale	203,048	181,827	89.5
Kosgahahinna (Br)	Matale	152,750	133,115	87.1
Nikula (Cu)	Matale	69,100	65,535	94.8
Abepura (Cu)	Polonnaruwa	16,000	9,698	60.6
		4,335,043	3,115,327	71.9

Types of Various Projects:

Cu: Culvert

Br: Bridge

2.3 CONSTRUCTION DETAILS OF PROJECTS COMPLETED IN 1990

2.3.1 Gravity Water Supply Schemes

2.3.1.1 Remarks

- One third of the total project expenses were spent for Gravity Water Supply Projects (GWSP).

- The costs of GWSP could be reduced by about 30% (although no exact figures are available) because of the newly introduced technologies (e.g. new design for stand posts, changes in standard drawings, ferrocement storage tanks, etc.)

- The community contribution is only 14.7% of the total project costs for GWSP. This is due to the comparatively high costs of building materials (PVC pipes, fittings, cement, etc.). Despite these high costs we want to attain a community participation of at least 20%.

- The cost per beneficiary, Rs. 594, seem to us to be acceptable but we still try to reduce our cost so that the average cost per beneficiary can be reduced in the future. Since there are no figures available about the technical details of the years past we can not compare our results with them.

- For comments about the period of construction, please refer to 2.3.1.3

- The total cost of PVC pipes and fittings amounts up to Rs. 2'284'735 which is 26.2% of the total cost for GWSP. We consider this to be very high and the prices for PVC are bound to increase further.

2.3.1.2 Gravity Water Supply Projects completed during 1990

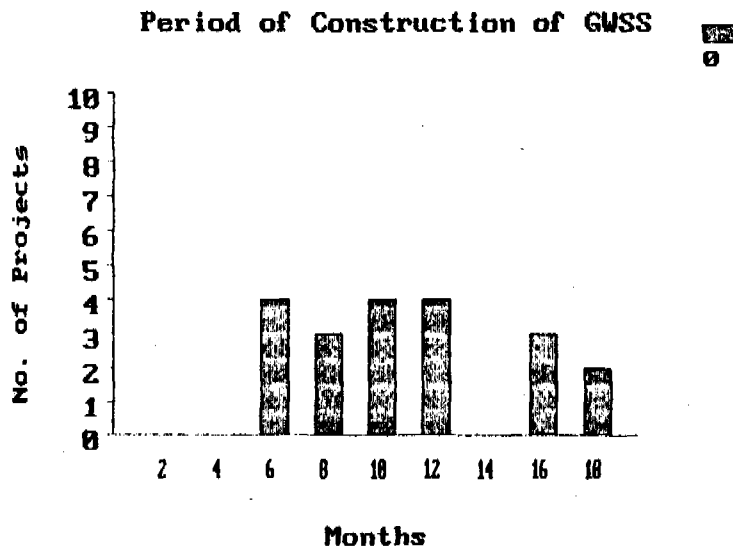
Ref No	General Information		Financial Details					Technical Details			Remarks		
	Name	District	Total Proj Cost	Contr Commu	Contr Sarvo	Benef	Cost per Benef	Constr Time	Stand- Posts	Cost per Standpost		PVC Pipes	
1	Samngipura	Badulla	302,339	7.7	92.3	200	1,512	10	14	21,596	3,000	-	
2	Soragune I	Badulla	567,581	7.9	92.1	438	1,296	16	22	25,799	8,400	-	
3	Udakirawa	Badulla	403,391	16.0	84.0	300	1,345	6	16	25,212	5,840	-	
4	Beddekumbura	Badulla	252,577	8.5	91.5	312	810	5	13	19,429	2,260	-	
5	Pinnalanda	Badulla	178,856	3.9	96.1	240	745	9	7	25,551	670	-	
6	Haputalegama	Badulla	363,540	4.3	95.7	500	727	17	22	16,525	3,340	-	
7	Galkanda	Badulla	737,430	4.3	95.7	1,050	702	10	22	33,520	5,000	Third party project	
8	Purankumbura	Kandy	271,871	4.8	95.2	1,050	259	12	13	20,913	1,575	-	
9	Hal-oya	Kandy	305,489	9.6	90.4	520	587	8	14	21,821	2,328	-	
10	Pallekanugala	Kegalle	268,023	13.9	86.1	900	298	8	11	24,366	4,012	-	
11	Pasgoda	Matara	582,985	28.6	71.4	800	729	18	32	18,218	8,000	-	
12	Elukpitiya	Matara	908,220	26.5	73.5	866	1,049	12	36	25,228	9,000	-	
13	Bogamuwa	M'Eliya	529,143	14.7	85.3	1,000	529	16	16	33,071	3,479	15 StP designed	
14	Unantenna	M'Eliya	233,977	24.4	75.6	300	780	7	8	29,247	1,410	-	
15	Kanduregoda	M'Eliya	711,969	12.4	87.6	900	791	16	36	19,777	6,750	-	
16	Nilandahinna	M'Eliya	281,181	14.8	85.2	300	937	5	9	31,242	400	-	
17	Arsalena	M'Eliya	212,647	8.7	91.3	175	1,215	9	12	17,721	2,630	-	
18	Blackpool	M'Eliya	1,211,941	14.0	86.0	3,400	356	12	46	26,347	8,900	Third party project	
19	Dibulwala	Ratnapura	248,688	29.6	70.4	200	1,243	5	9	27,632	1,300	-	
20	Kalatuwawa	Ratnapura	155,513	41.8	58.2	1,250	124	11	5	31,103	1,320	-	
			8,727,361	14.7	85.3	14,701	594			363	24,042	79,614	

Legend:

- Benef: Number of beneficiaries
- Standpost: Number of standposts (taps)
- PVC Pipes: Total length of all PVC pipes in meters (all diameters)

2.3.1.3 Period of Construction of Gravity Water Supply Projects

The average period of construction for the 20 Gravity Water Supply Projects completed during 1990 was: 10.6 months.



Remarks:

- The average period of construction for GWSP of 10.6 months is not too bad but we want to reduce it to eight to ten months.

- No project could be completed in less than four months. Also in future it will be rather an exception if a GWSP can be finished in such a short time.

- It is interesting to see that no project was completed within a period of 13 to 14 months. We explain this with the problems within SRTC during the first months of 1990 (see also 1.2.3 Redundant Staff).

2.3.2 Wells

2.3.2.1 Remarks

- Although the number of well projects is 30% of the total number of projects the amounts spent for well make up only 16.1% of the total project costs. Here we have to mention that many different well projects were proposed and implemented but most of them were small projects with only 3.8 wells per project (in average).

- We always wanted to achieve a community participation in well projects of around 25%. We can see now that our efforts were not in vain and that the actual community contribution is 26%. Still, we will not reduce our efforts but we would like to increase the figure even more.

- The cost per beneficiary is Rs. 235. No figures are available to us for a comparison.

- The average cost per well is Rs. 22'215 and per meter Rs. 3'000. Again we are not in a position to comment on these figures because we have no other data available.

- For comments about the period of construction, please refer to 2.3.2.3

- The decision about the type of a well (drinking or bathing), size (round or rectangular) and the lining (concrete rings, bricks, stone masonry, etc.) is taken by the villagers. SRTS gives priority to drinking water wells with concrete ring lining.

- The average depth of a well is only 7 meters. This is one reason why the villagers prefer to have an open well with either a pulley system or a simple bucket and rope. SRTS is not influencing the villagers to install a hand pump because we are well aware of the maintenance problems of hand pumps.

2.3.2.2 Well Projects completed during 1990

Ref No	General Information		Financial Details							Technical Details					Remarks		
	Name	District	Total Proj Cost	Contr Comu	Contr Sarvo	Benef	Cost p Benef	Cost per Well Meter	Const Time	Num-ber	Cross-Section O = ϕ	Well Lining	Aver Depth	Water Lift			
21	Dambagahulp	A'pura E	86,314	30.5	69.5	293	295	28,771	4,795	8	3	1.2/2.0	-	Situ/Br	6	Ps/Br	1 concrete, 2 bricks
22	Wochchikulama	A'pura E	119,587	35.6	64.4	302	396	39,862	3,737	16	3	2.5	-	Br	11	Ps	-
23	MeHandiya	A'pura E	142,690	18.6	81.4	396	360	28,538	2,973	10	5	1.2/4/3	-	Situ/Br/S	10	Ps	2 bricks, 1 stone masonry
24	Habaranagama	A'pura E	111,048	13.9	86.1	508	219	27,762	3,266	5	4	1.2/1.8	-	Pre/Br	9	Ps	1 bricks
25	Karambegama	A'pura E	129,211	20.1	79.9	310	417	32,303	4,038	2	4	1.2	-	Pre	8	Ps	-
26	Pethiyannekada	A'pura E	112,182	19.0	81.0	280	401	28,046	3,299	10	4	1.2/4.0	-	Situ/Br	9	Ps	1 bricks
27	Maakadawala	A'pura W	39,827	24.8	75.2	210	190	19,914	2,213	4	2	1.2	-	Pre	9	Ps	-
28	Oluveva	A'pura W	40,798	25.2	74.8	170	240	20,399	2,400	7	2	2.0/1.8	-	Br	9	Ps	bricks
29	Kalubululanda	Badulla	83,066	24.2	75.8	325	256	27,689	1,932	3	3	1.2	-	Situ	14	Ps	-
30	Maduragama	Badulla	27,689	20.4	79.6	100	277	27,689	3,461	2	1	1.2	-	Situ	8	Ps	-
31	Hyare	Galle	39,317	20.1	79.9	122	322	19,659	2,570	2	2	1.5	2.1 x 1.2	Sto	8	Ps	-
32	Naththevela	Galle	77,480	20.4	79.6	228	340	15,496	2,583	2	5	1.2	-	Pre	6	Br	-
33	Kulunukanda	Galle	36,853	9.6	90.4	92	401	18,427	12,294	6	2	1.5	-	Sto	2	Ps	-
34	Aluthepola	Gampaha	37,607	48.4	51.6	200	188	37,607	12,536	1	1	-	4.0 x 3.0	Sto	3	Br	-
35	Millawala	Gampaha	56,368	37.7	62.3	500	113	28,184	11,274	1	2	-	4.0 x 3.0	Situ/Sto	3	Ps/Br	-
36	Kotadeniyawa	Gampaha	25,246	41.2	58.8	200	126	12,623	4,208	9	2	1.2	3.0 x 1.5	Pre/Sto	3	Br	1 stone masonry
37	Mannaduwa	Hambantota	41,156	46.2	53.6	60	686	20,578	5,879	7	2	1.2	-	Pre	4	Ps	4 planned but 2 constructed
38	Tannepalla	Hambantota	103,470	32.0	68.0	92	1,125	25,868	12,934	5	4	1.2	-	Pre	2	Ps	-
39	Kudagam 10	Hambantota	56,816	28.0	72.0	68	836	14,204	2,583	14	4	1.2	-	Pre	6	Ps	-
40	Galdola Uduwa	Kandy	91,617	19.0	81.0	585	157	30,539	7,329	3	3	1.2	-	Situ	4	Br	-
41	Nawinna	Kandy	140,733	14.4	85.6	1,350	104	28,147	5,629	12	5	1.2	-	Pre	5	Br/Vs	6 planned but 5 constructed
42	Rahala East	Kegalle	107,456	13.6	86.4	800	134	17,909	3,705	4	6	1.2	-	Situ	5	Ps	-
43	Udaveila	Kurune N	61,627	33.2	66.8	625	99	15,407	994	11	4	3.0	1.2 x 1.2	Br/Sto	16	Br/Ps	-
44	Merawella	Kurune S	55,974	39.6	60.4	503	111	27,987	4,306	6	2	1.2	-	Pre	7	Ps	-
45	Sandagala	Kurune S	53,343	32.2	67.8	160	333	17,781	2,392	6	3	2.0	-	Br/Sto	7	Ps/Br	-
46	Thalgahapotta	Kurune S	58,977	36.8	63.1	650	91	29,489	7,372	5	2	-	1.2 x 4.0	Sto	4	Br	-
47	Gurugoda	Kurune S	94,570	29.4	70.6	360	263	18,914	2,056	8	5	1.2/1.3/2.2	-	Pre/Br	9	Ps	-
48	Dalukolla	Kurune S	92,589	26.1	73.9	204	454	18,518	2,315	9	5	1.2/2.4	-	Pre/Br	8	Ps	3 bricks
49	Nagulagama	Kurune S	23,559	35.7	64.3	17	1,386	23,559	3,366	6	1	1.2	-	Pre	7	Hp	2 planned but 1 completed
50	Koiongoda	Nahiyanga	155,771	17.3	82.7	700	223	25,962	2,596	5	6	1.2	-	Situ	10	Ps	-
51	Track twelve	Nahiyanga	137,059	25.1	74.9	300	457	22,843	1,904	5	6	1.2	-	Pre	12	Ps	-
52	Batuyaya	Nahiyanga	150,640	25.5	74.5	350	430	21,520	1,772	5	7	1.2	-	Pre	12	Ps	-

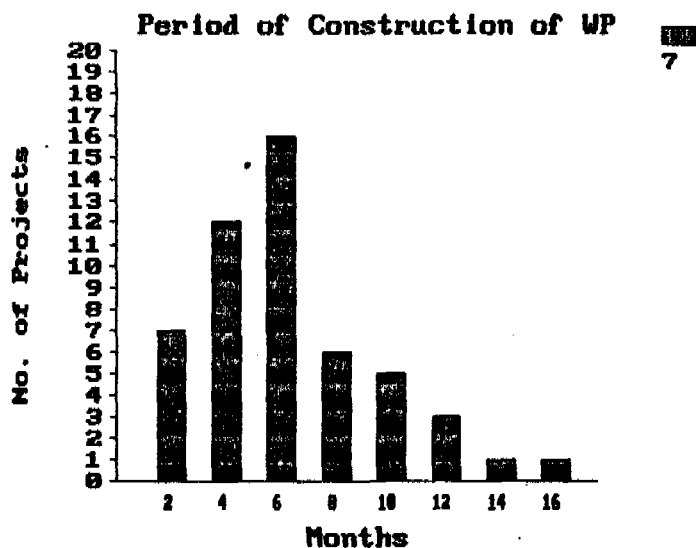
53	Rattotayaya	Natale	113,573	21.5	78.5	780	146	22,715	2,989	1	5	1.2	-	Pre	8	Ps	-
54	Ambokudena	Natale	88,481	9.6	90.4	270	328	44,241	8,044	5	2	-	4.0 x 2.0	Sto	6	Br	4 planned but 2 constructed
55	Nawakawatta	Natale	158,703	12.1	87.9	1,200	132	26,451	2,645	4	6	1.2	-	Pre	10	Ps	-
56	Patungama	Natara	72,887	13.0	86.9	80	911	18,222	3,313	5	4	1.2	-	Situ	6	Ps	5 planned but 4 constructed
57	Galaboda	Natara	174,889	29.1	70.9	268	653	17,489	5,465	6	10	1.2/2/2.5	-	Situ/Sto	3	Ps/Hp	1 hand pump / 6 stone masonry
58	Malana	Natara	210,604	18.7	81.3	260	610	21,060	2,925	8	10	1.2	-	Situ	7	Ps/Hp	2 handpumps
59	OaGemunupura	Polonaruwa	41,238	18.5	81.5	175	236	20,619	2,062	7	2	1.0	-	Pre	10	Ps	-
60	Nahayayawatta	Puttalam	15,604	36.8	63.2	2,120	7	15,604	7,802	4	1	1.2	-	Br	2	Ps	-
61	Nankadawara	Puttalam	17,151	35.1	64.9	100	172	17,151	8,576	3	1	1.2	-	Br	2	Ps	-
62	Kungimathottam	Puttalam	68,416	39.1	60.9	200	342	17,104	8,552	4	4	1.2	-	Pre	2	Ps	-
63	Hewana	Puttalam	18,051	32.4	67.6	100	181	18,051	6,017	3	1	1.2	-	Pre	3	Ps	-
64	Thambagalla	Puttalam	19,889	41.4	58.6	50	398	19,889	4,972	3	1	1.2	-	Pre	4	Ps	-
65	Santhiyakal	Puttalam	29,754	33.5	66.5	50	595	14,877	1,984	4	2	1.2	-	Pre	8	Ps	-
66	Uppalawatta	Puttalam	58,368	28.9	71.1	100	584	14,592	1,769	5	4	1.2	-	Pre	8	Ps	-
67	Wilpotha	Puttalam	67,084	9.5	90.5	150	447	16,771	2,096	9	4	1.2	-	Pre	8	Ps	-
68	Medabedda	Ratnapura	276,340	37.8	62.2	600	461	23,928	2,607	11	12	1.2	-	Pre	9	Ps/Hp	5 handpumps
69	Nanelpedesa	Ratnapura	122,993	47.4	52.6	280	439	24,599	3,075	4	5	1.2	-	Pre	8	Ps	-
70	Akkarapanaha	Ratnapura	93,963	28.6	71.4	350	268	15,661	2,764	6	6	1.2	-	Pre	6	Ps	-
71	Kumbalgama	Ratnapura	93,357	49.6	50.4	270	346	18,671	2,075	5	5	1.2	-	Pre	9	Ps/Hp	1 handpump
			4,331,985	26.0	74.0	18,463	235	22,215	3,000				195				7

Legend:

- Benef: Number of beneficiaries
- Number: Number of wells
- Cross Section: - \bigcirc = ϕ : Round well with given diameter in meters
- \square = Size: Rectangular well with given dimensions in meters
- Well Lining: Different types of well lining: - Situ: Concrete rings cast in situ
- Pre: Concrete rings prefabricated
- Br: Brick lining
- Sto: Stone masonry lining
- Aver Depth: Average depth of all wells (of particular project)
- Water Lift: System of water lifting: - Ps: Pulley system
- Br: Bucket and rope only
- Hp: Handpump
- Vs: Various systems

2.3.2.3 Period of Construction of Well Projects

The average period of construction for the 51 Well Projects completed during 1990 was: 5.9 months.



Remarks:

- The average period of construction of 5.9 months for a well project is quite reasonable.
- The two projects which took between 13 to 16 months should be seen as an exception and we try to avoid such long periods of construction

2.3.3 Latrines

2.3.3.1 Remarks

- Under 2.2.1 we discussed the problems of the latrine projects and do not consider it necessary to repeat them again.
- The community contribution for latrine projects is 40.6% which is remarkable. This is a result of our efforts to reduce the involvements of masons and to increase the contribution of the beneficiaries in the construction of latrines.
- The average cost per latrine is Rs. 4'970. Again, we are not in a position to compare this figure due to a lack of available relevant data.
- For comments about the period of construction, please refer to 2.3.3.3
- It is up to the villagers / beneficiaries to decide upon the type of the latrines. The overwhelming majority selects a water sealed latrine because of cultural, sociological and practical reasons.
- In the Remarks column you notice that in many projects the number of completed latrines does not coincide with the number of planned ones:
 - Less latrines completed than planned: While preparing the project proposal for a latrine project many OICs / AICs were too optimistic about the contributions of certain families. Once the project was started these families did not come up with the expected contribution / participation from their side. Therefore these latrines could not be constructed.
 - More latrines completed than planned: The demand in the village was higher than anticipated. The local community was willing to increase their contribution and this allowed SRTS to save money for additional latrines.

2.3.3.2 Latrine Projects completed during 1990

Ref No	General Information		Financial Details				Technical Details			Remarks
	Name	District	Total Proj Cost	Contr Connu	Contr Sarvo	Cost per Latrine	Constr Time	Type	No of Latr	
72	Dambagollewa	A'pura E	144,803	45.7	54.3	5,992	4	Ws	25	-
73	Kollankuttiga	A'pura E	159,407	44.2	55.8	6,136	3	Ws	25	-
74	Thirappankada	A'pura E	126,143	39.5	60.5	5,046	9	Ws	25	-
75	Dambagahaulpa	A'pura E	139,127	30.5	69.5	5,565	3	Ws	25	-
76	Oluwewa	A'pura W	59,184	25.2	74.8	3,346	7	Ws	15	-
77	Mankadawaia	A'pura W	61,627	24.8	75.2	3,852	4	Ws	16	15 planned but 16 constructed
78	S-Kebillewela	Badulla	99,624	37.1	62.9	4,981	2	Ws	20	-
79	Wakumbura	Badulla	101,298	45.9	54.1	4,052	3	Ws	25	-
80	Andigala	Badulla	117,312	39.7	60.3	4,692	2	Ws	25	-
81	Uduthure	Badulla	99,362	37.2	62.8	4,268	2	Ws	20	-
82	Kaluaggala	Colombo E	263,583	60.9	39.1	7,124	14	Ws	37	40 planned but 37 constructed
83	Dewalapara	Colombo W	138,775	37.9	62.1	5,551	2	Ws	25	-
84	Pujjayagallena	Galle	121,798	51.6	48.4	6,090	4	Ws	20	-
85	Kulunukanda	Galle	113,632	39.7	60.3	4,545	8	Ws	25	-
86	Opatha	Galle	108,723	41.5	58.5	4,349	4	Ws	25	-
87	Gintota	Galle	88,927	55.0	45.0	5,928	5	Ws	15	-
88	Karawwa	Galle	147,357	53.5	46.5	5,894	3	Ws	25	-
89	Halvitigala	Galle	159,694	49.3	50.7	6,388	2	Ws	25	-
90	Dope	Galle	115,810	39.0	61.0	4,632	7	Ws	25	-
91	Pinnaduwa	Galle	82,722	46.1	53.9	4,166	5	Ws	20	-
92	Kotuwebeddehena	Galle	91,591	36.4	63.6	4,580	3	Ws	20	-
93	Dadiwela	Galle	112,875	35.7	64.3	4,515	7	Ws	25	-
94	Malinda	Gampaha	165,382	50.6	49.4	5,513	2	Ws	20	-
95	Delwala	Gampaha	112,169	51.7	48.3	5,308	3	Ws	20	25 planned but 20 constructed
96	Debahera	Gampaha	148,792	52.5	47.5	5,352	2	Ws	25	-
97	Dungaipitiya	Gampaha	85,126	47.5	52.5	7,391	2	Ws	3	-
98	Talahena	Gampaha	168,668	46.0	54.0	6,747	3	Ws	25	-
99	enimulla	Gampaha	82,768	46.6	53.4	5,299	2	Ws	13	15 planned but 13 constructed
100	Udupila	Gampaha	38,365	49.0	51.0	5,198	3	Ws	17	-
101	Godakalana	Gampaha	73,326	52.4	47.6	5,640	4	Ws	13	25 planned but 13 constructed
102	Sunugana	Gampaha	123,535	57.5	42.5	5,843	4	Ws	22	25 planned but 22 constructed
103	Amunukumbura	Gampaha	136,344	54.2	45.8	5,454	4	Ws	25	-

104	Millawala	Gampaha	141,970	52.1	47.9	5,679	3	Ws	25	-
105	Kudagas 10	Hambantota	104,401	28.0	72.0	2,747	14	Ws	38	25 planned but 38 constructed
106	Nannaduwa	Hambantota	119,409	46.4	53.6	3,980	7	Ws	30	25 planned but 30 constructed
107	Gabadagama	Kandy	153,514	41.3	58.7	5,117	2	Ws	30	-
108	Angammana	Kandy	245,578	43.9	56.1	6,822	6	Ws/VIP	36	project badly done/various shortcomings
109	Nikatenna	Kandy	130,145	43.5	56.5	6,507	3	Ws	20	-
110	Rajawella	Kandy	755,647	4.2	95.8	7,129	8	Ws	106	Third party project
111	Kahambiliyawa	Kegalle	174,947	41.9	58.1	4,374	4	Ws	40	-
112	Nikagolla	Kurun N	285,400	48.2	51.8	5,007	4	Ws	57	50 planned but 57 constructed
113	Uyandana	Kurun N	94,811	23.8	76.2	2,562	5	Ws	37	30 planned but 37 constructed
114	Udawela	Kurun N	163,901	33.2	66.8	2,980	11	Ws	55	-
115	IhalaKadedunna	Kurun S	143,190	23.3	76.7	3,492	2	Ws	41	35 planned but 41 constructed
116	Dahanekgedara	Kurun S	143,165	40.4	59.6	3,869	7	Ws	37	30 planned but 37 constructed
117	Kuleepola	Kurun S	142,629	33.9	66.1	3,962	8	Ws	36	30 planned but 36 constructed
118	Werawella	Kurun S	216,535	39.6	60.4	4,164	6	Ws	52	40 planned but 52 constructed
119	Sandagala	Kurun S	144,450	32.2	67.8	3,439	6	Ws	42	40 planned but 42 constructed
120	Palagama	Kurun S	177,981	36.4	63.6	4,238	4	Ws	42	30 planned but 42 constructed
121	Thalgahapotta	Kurun S	171,114	36.8	63.2	5,704	5	Ws	30	21 planned but 30 constructed
122	Bamunugama	Kurun S	168,492	42.4	57.6	5,106	3	Ws	33	32 planned but 33 constructed
123	Thambilipola	Kurun S	111,348	32.8	67.1	5,567	4	Ws	20	15 planned but 20 constructed
124	Hagulagama	Kurun S	159,490	35.7	64.3	4,557	6	Ws	35	-
125	Track Twelve	Nahiyanga	447,102	40.0	60.0	5,589	5	Ws	80	-
126	Batuyaya	Nahiyanga	227,727	39.3	60.7	5,693	5	Ws	40	-
127	Demadawa	Natale	118,538	31.2	68.8	3,951	4	Ws	30	-
128	Palapathwela	Natale	188,340	42.9	57.1	6,278	3	Ws	30	-
129	Andagala	Natale	101,894	44.1	55.9	5,095	5	Ws	20	-
130	Bellancoya	Natale	117,296	31.5	68.5	3,910	5	Ws	30	-
131	Thudawa	Natara	107,057	56.3	43.7	6,691	4	Ws	16	15 planned but 16 constructed
132	Rassandeniya	Natara	233,431	61.0	39.0	5,836	5	Ws	40	-
133	Diyagaha	Natara	157,640	53.3	46.7	6,306	3	Ws	25	3 additional latrines repaired
134	Polhena	Natara	160,143	62.0	38.0	6,406	3	Ws	25	-
135	Batheegama	Natara	322,620	55.2	44.8	6,452	5	Ws	50	-
136	Halpandeniya	Natara	130,875	57.4	42.6	5,453	3	Ws	24	25 planned but 24 constructed
137	Nawarala	Natara	201,572	57.1	42.9	5,759	3	Ws	35	-
138	Kubalgama	Natara	163,070	57.8	42.2	5,623	4	Ws	29	-
139	Wehalla	Natara	200,170	39.5	60.5	3,707	4	Ws	54	50 planned but 54 constructed
140	Tennepalla	Natara	125,085	32.0	68.0	5,033	5	Ws	25	-
141	DaGemunupura	Polonaruwa	119,646	18.5	81.5	3,988	7	Ws	30	-
142	Nahayawatta	Puttalam	167,746	36.8	63.2	3,901	4	Ws	43	-

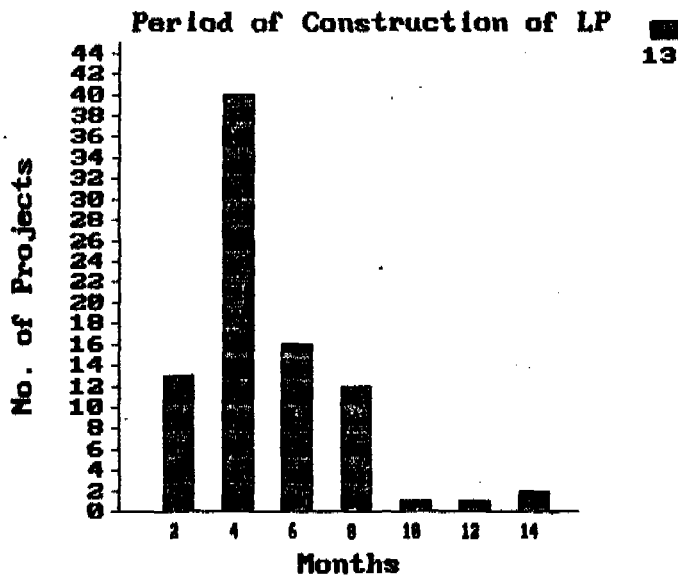
143	Nankadawara	Puttalam	128,632	35.1	64.9	4,288	3	Ws	30	25 planned but 30 constructed
144	Kungimatho	Puttalam	128,280	39.1	60.9	4,276	4	Ws	30	-
145	Hewana	Puttalam	139,895	32.4	67.6	4,513	3	Ws	31	25 planned but 31 constructed
146	Thambagalla	Puttalam	129,275	41.4	58.6	4,972	3	Ws	26	25 planned but 26 constructed
147	Santhiyakal	Puttalam	40,912	33.5	66.5	3,719	4	Ws	11	16 planned but 11 constructed
148	Uppalawatta	Puttalam	91,201	28.9	71.1	3,648	5	Ws	25	-
149	Kalaoyayaya 7	Puttalam	182,711	33.9	66.1	3,384	8	Ws	54	50 planned but 54 constructed
150	Nuthupanthiya	Puttalam	117,500	35.5	64.5	4,700	2	Ws	25	-
151	Wilpotha	Puttalam	91,081	34.0	66.0	3,643	3	Ws	25	-
152	Erapola	Ratnapura	64,066	46.2	53.8	4,271	3	Ws	15	-
153	Sudagala	Ratnapura	139,726	44.0	56.0	5,589	3	Ws	25	-
154	Neegaswela	Ratnapura	64,066	46.2	53.8	4,271	2	Ws	15	-
155	Manikdola	Ratnapura	74,616	38.5	61.5	4,664	3	Ws	16	-
156	Kaluwawala	Ratnapura	128,777	35.7	64.3	5,151	8	Ws	25	-
			12,559,656	40.6	59.4	4,970			2,527	

Legend:

- Type: Type of latrine: - Ws: Water sealed latrine
- VIP: Ventilated, improved, pit latrine
- No of Latr: Number of completed latrines

2.3.3.3 Period of Construction of Latrine Projects

The average period of construction for the 85 Latrine Projects completed during 1990 was: 4.6 months.



Remarks:

- The average period of construction of 4.6 months is acceptable.
- The projects which took more than ten months to be completed were not selected according to our instructions and we should be able to avoid this in future with our efforts to select projects very carefully.

2.3.4 Various Projects

2.3.4.1 Remarks

- Only 4.4% of the total project costs were spent for various projects. As we wrote under 2.2.1 Remarks the expenditures for various projects will increase in the future as a result of our new project selection criteria.

- The community contribution of 23.6% is too low. We have already instructed our field staff to insist on a bigger community involvement and to provide only materials which are not available locally.

- For comments about the period of construction, please refer to 2.3.4.3

- About the average cost per m² we cannot say anything for the time being as we have no relevant data to compare it with.

2.3.4.2 Various Projects completed during 1990

Ref No	General Information		Financial Details				Constr Time	Technical Details				Remarks
	Name	District	Total Proj Cost	Contr Commu	Contr Sarvo	Cost per m ²		Proj Type	No of Struct	Span [m]	Width [m]	
157	Maduragama 2	Badulla	17,275	20.4	79.6	7,198	2	Cu	1	2	1	-
158	Ihalabomiriya	Colombo	20,550	58.4	41.6	#N/A!	1	Ho	1	-	-	-
159	Galgamuwa	Gampaha	75,081	40.2	59.8	2,346	9	Br	1	8	4	-
160	Kithuiwala	Gampaha	20,685	38.0	62.0	1,182	1	Cu	1	3	7	-
161	Mattamagoda	Kegalle	76,234	19.1	80.9	6,807	4	Cu	3	4	3	-
162	Halloluwa	Kegalle	87,090	23.0	77.0	7,776	2	Cu	3	4	3	-
163	Alugolia	Kegalle	47,646	18.9	81.1	4,765	2	Cu	2	4	3	-
164	Handanaganawa	Mahiyanga	114,069	11.0	89.0	3,621	7	Cu	1	11	3	-
165	Maberiya	Natale	70,639	21.4	78.6	684	3	St	1	86	1	-
166	Kirimetiya	Natale	62,021	28.9	71.1	689	3	St	1	75	1	-
167	Kandenuwara(B)	Natale	179,425	29.8	70.2	63,626	5	Cu	4	1	5	-
168	Divulgaskotuwa	Natale	87,249	23.4	76.6	20,774	3	Cu	3	1	7	-
169	Dewahuwa	Natale	201,932	25.7	74.3	6,930	2	Br	1	6	5	-
170	Koswana	Natale	123,479	8.8	91.2	7,056	5	Cu	10	5	4	-
			1,183,375	23.6	76.4	3,263				33		

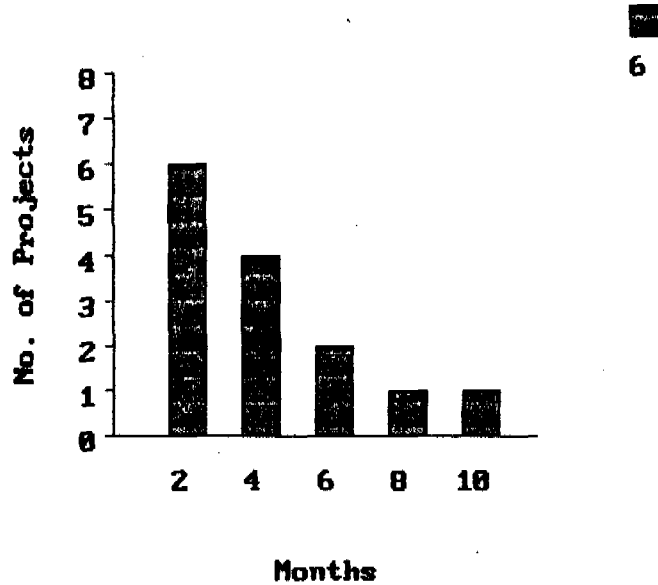
Legend:

- Cost per m²: Average cost per m² of bridge or culvert
- Proj Type: Type of project:
 - Cu: Culvert
 - Ho: Housing
 - Br: Bridge
 - St: Steps (stairs)
- No of Struct: Number of completed structures of the type given
- Span: Length of bridge or culvert or steps
- Width: Width of bridge or culvert or steps

2.3.4.3 Period of Construction of Various Projects

The average period of construction for the 14 Various Projects completed during 1990 was: 3.5 months.

Period of Construction of VP



Remarks:

- In average it took 3.5 months to complete one of the various projects summarized under Various Projects. It will be very difficult to do better than that!

2.4 THIRD PARTY PROJECTS

Third party projects are not financed by HELVETAS / Sarvodaya but by other NGOs or even government institutions (e.g. Palm Foundation, Prajadar-shanaya, IRDP, etc.). These projects are concentrated in relative small area in the up country. Even though third party projects are financed by other organisations the selection criteria for such projects are similar to the normal SRTS projects (e.g. village contribution, community participation, motivation of villagers, maintenance, etc.)

Up to now SRTS had to prepare only a rough cost estimate for a third party project and was then entrusted with the implementation of a project. In future an SRTS will insist on the signing of an agreement with the third party for each project and in Moratuwa a separate bank account is reserved for these projects. SRTS also stopped the distribution of so called profits from third party projects.

The above mentioned bureaucratic procedures had to be introduced to prevent any arguments / misunderstandings within SRTS and between SRTS and third parties during or after completion of a project.

The total project cost of all three third party projects was Rs. 2'705'018.

Since the money allocated by HELVETAS is getting reduced it is a necessity for SRTS to increase the number of third party projects.

2.5 TRAINING

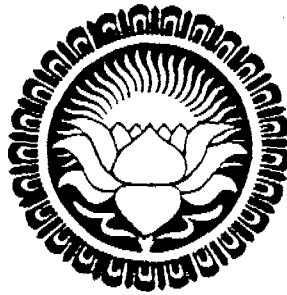
During 1990 not a single SRTS organised training course could be conducted due to various administrative changes within SRTS (the training center in Kalukitula was closed during 1989). Quite a number of SRTS staff members followed different trainings and courses outside of SRTS. HELVETAS encouraged them by giving a considerable financial assistance. A total amount of Rs. 65'438 was spent for training/courses. Rs. 34694 were used for individual courses (e.g. language, computer and technical courses) and Rs. 30'744 were used for a SRTS seminar held in February in Moratuwa.

For 1991 we want to organise again several training courses for all SRTS staff members. The tentative training program for 1991 looks as follows:

- 11.6. - 13.6. Management and Administrative Workshop
- 24.6. - 30.9. Computer course in Moratuwa: Mondays from 3 to 6 PM
- 12.8. - 16.8. Hydraulics refresher course
- 16.9. - 20.9. Refresher course for Supervisors

ANNEX 1

SARVODAYA AS AN ORGANISATION



by

A. T. Ariyaratne
and
D. A. Perera

1990 November

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2. Organisational Implications of the Act of Incorporation and the Rules of the LISSS
3. Major Functions of the Sangamaya
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 - 4.2 National-level components
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6. Relationship with Independent Bodies Created Under the Act

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1. Gazette Notification as a Charity
2. The Rules of the Sangamaya under Act No. 16 of 1972
3. Constitutions of the Sarvodaya Suwasetha Sewa Services Limited, the Sarvodaya Women's Forum Limited and Sarvodaya Samodaya Society Limited
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SARVODAYA AS AN ORGANISATION

I. Introduction

Sarvodaya is a movement supported by an organisation which is also referred to as Sarvodaya. Sarvodaya as a movement has been treated in another document. (1) The present document deals with Sarvodaya as an organisation. Sarvodaya had its beginning as a movement under the auspices of the Nalanda Vidyalaya Social Service League in 1958. The founders of this movement created an independent national organisation under the name Lanka Jathika Sarvodaya Shramadana Sangamaya in 1962, which the government declared as an approved charity in 1966. (Annex 1: Gazette Notification)

The Lanka Jathika Sarvodaya Shramadana Sangamaya (LJSSS) was incorporated by an Act of Parliament in 1972, namely, Act No.16 of 1972. Today this is the principal national organisational arm of the Sarvodaya Shramadana Movement (SSM) of Sri Lanka. (Annex 2: Rules governing the Lanka Jathika Sarvodaya Shramadana Sangamaya Inc. under Act No.16 of 1972 as of 1990)

The Sarvodaya organisation has developed over the years and this process will continue. Its development has been governed by three principles as follows:

Principle of evolution from below.

By this is meant the growth and development of village-level Sarvodaya Shramadana Societies which are registered under the Societies Ordinance and are independent legal entities in their own right. This represents, among other considerations, a legal empowerment of rural communities. The LJSSS cannot issue any instructions to these societies. As of November, 1990 there were 1211 such registered societies. 2498 societies have applied for registration. About 4560 villages are in formative stages. (Annex: 3)

Principle of devolution from above.

By this is meant the devolution of the powers and

functions of the LJSSS to other bodies at national and sub-national levels. Rules of the LJSSS have been amended from time to time to permit this. Currently an amendment of the Act of Incorporation is being sought from the Parliament. The amendments sought are supportive of this principle.

This principle is already in operation. New organisations have been created at the national level with their own rules, own membership and democratically elected governing bodies. Examples are the Sarvodaya Suwasetha Sewa Society Limited, the Sarvodaya Women's Forum Limited, the Sarvodaya Samodaya Society Limited. They are independent legal entities. (Annex 4: Constitution of the societies) Other such bodies are in the process of being formed, for example, the Sarvodaya Shanthi Senawa (Sarvodaya Peace Brigade), Sarvodaya Legal Aid Services. Sarvodaya Shramadana International was incorporated in the Netherlands. Now action is being taken to incorporate it under Sri Lankan laws. All these independent organisations supplement the efforts of the LJSSS to promote and sustain the movement.

Principle of integration

By this is meant both a horizontal and vertical co-ordination of the efforts of all those entities arising out of the application of the above two principles. At the national level all the independent organisations have a consultative forum in the Executive Council of the LJSSS where their principal office-bearers get representation as members. At the village society level there are emerging forums in which office bearers of these societies now participate. Such forums need to be strengthened and formalised. Amendment of the rules of LJSSS is being considered to enable corporate membership so that village level societies may participate as such. Emergency Action Committees which were formed during the troubled times in the South of the country are being progressively organised into Elders' Action

Committees. These Committees bring together Sarvodaya and non-Sarvodaya groups and government administrative officers to help grass-roots groups in their awakening process.

2. Organisational implications of the Act of Incorporation and the rules of the LJSSS

The Act and the Rules of the LJSSS provide for an Executive Council (Rule 12), a Committee of Office Bearers (Rule 14) and an Executive Director appointed by the Executive Council to whom powers of the Committee of Office Bearers may be delegated (Rule 23). The powers of the Committee of Office Bearers (Rule 15) indicate that it is they who have to implement the policies and decisions of the Executive Council. The need for an Executive Director arose when it was no longer possible for a set of volunteers – which is essentially the nature of the composition of the Committee of Office Bearers – to attend to the day-to-day work involved in implementing. Hence the Rules were amended to create an executive to whom the totality or a sub-set of the powers of the Committee of Office Bearers could be delegated. Another such post which was created was that of Finance Director to relieve the burden on the Treasurer.

At present (1990), an Executive Director is functioning to whom all the powers of the Committee of Office Bearers have been delegated except those specifically assigned for the President, the General Secretary and the Treasurer.

The Act and the Rules also provide for the following (Rule 5 Sub-rules 9,10):

to promote the establishment of legally recognised community organisations to undertake spiritual, moral, social, educational, economic and financial activities for the development of the communities in accordance with the Sarvodaya philosophy and to assist such organisations to carry out their development work by providing them with training, management services and financial assistance.

to establish such legal entities as may be necessary to manage the various programmes and projects of the Association, to frame rules governing the conduct of such entities and to delegate to such entities such administrative powers and financial authority as may be necessary.

The principles of evolution and devolution briefly referred to above follow from these rules.

The Act and the Rules as a whole provide for the appointment of Standing Committees to manage specific programmes. One such Standing Committee is functioning now, namely, the Standing Committee of the Sarvodaya Economic Enterprises Development Services. From January 1991, similar Standing Committees will be appointed for Finance and the other major programmes, namely, the National Awakening Programme, the Early Childhood Development Programme, the Rural Technical Services and the Relief, Rehabilitation, Reconciliation, Re-construction and Re-awakening Programme for the North and East of the Country.

3. Major Functions of the Sangamaya

Any organisation of the size of the LJSSS has certain routine functions to perform such as recruitment and deployment of staff, financial management, monitoring and evaluation, research, planning and the implementation of programmes, projects and activities specific to the organisation. In the initial stages of the Sangamaya the entire organisational structure was geared to the last named, namely, implementation of the programmes, projects and activities which has made Sarvodaya what it is today. The largely informal non-professional approach to establishment and financial matters was quite adequate at that time. There was no formal monitoring, evaluation and planning.

With the growth of the Movement and the Sangamaya, and with the advice and assistance of donors and their monitoring teams the Sangamaya has developed a far more professional approach to the routine functions related to establishment

matters and financial management. The Sangamaya is now on a path where such routine functions will improve further.

However, the Sangamaya has to be cautious to prevent the 'tail from wagging the dog'. From the perspective of SSM it is counter-productive for the Sangamaya to expend its resources on improving its routine functions at the cost of de-emphasising those functions to execute which the Sangamaya was created in the first place. There has to be a balance between routine organisational efficiency and the capacity, ability and commitment of the staff of the Sangamaya to support a movement dedicated to eradicate poverty and social injustices and to a re-structuring of the existing social order. It is the Sarvodaya experience that the pursuit of routine organisational efficiency per se is counter-productive.

Against the background of these comments, the major functions of the Sangamaya may be listed as follows. The major function is regarded as the implementation of the Strategic Plan 1991 - 93 approved by the Executive Council.

Establishment functions

Recruitment of staff

Deployment of staff

Staff development (general)

Financial functions

Servicing Statutory Bodies arising from/formed under the Act

Executive Council

Committee of Office Bearers

President

General Secretary

Treasurer

Independent Bodies formed under the Act

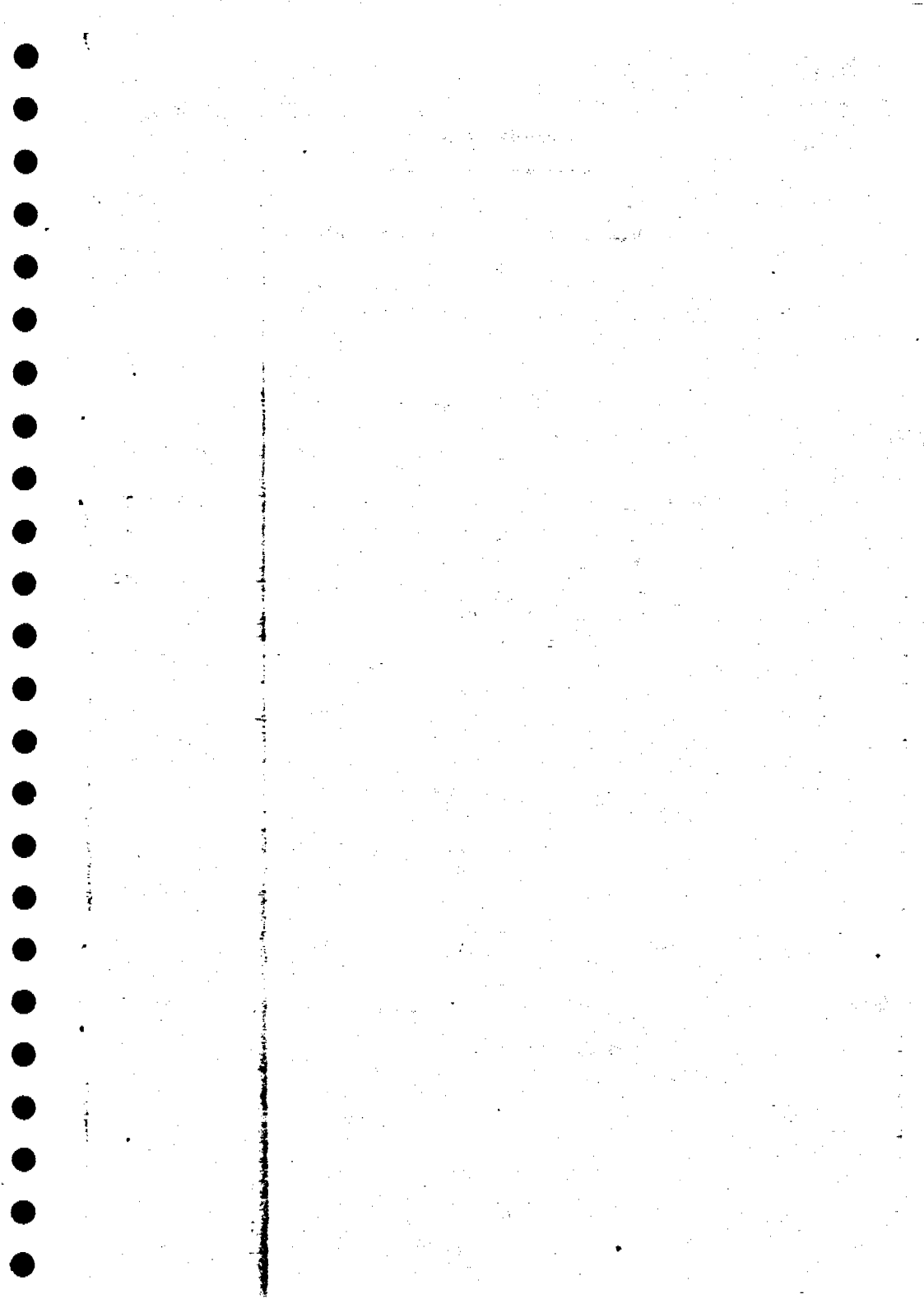
(Guidance, co-ordination and support)

Standing Committees

IMPLEMENTING FIELD PROGRAMMES as per approved STRATEGIC PLAN

Monitoring, evaluation, research and planning

Fund-raising



4. Organisational structure

4.1 General remarks

Any structure consists of components related to each other in various ways. The organisational structure of the LISSS likewise consists of components at national and sub-national levels. The LISSS organisational structure has never remained static. Over the years it has evolved in response to the needs of the Sangamaya and the environment in which it has had to work.

A source of confusion to many, both local and foreign, is that a part of the social transformation which the LISSS seeks to achieve, involves the development of structures over which the people have control. Such structures are a part of the SSM. They are not a part of the LISSS controlled by its Executive Council. As at present the principal such structure is the village-level Sarvodaya Shramadana Society. At the National level such structures are the Sarvodaya Suwasetha Sewa Society Limited, the Sarvodaya Women's Forum Limited and the Sarvodaya Samodaya Society Limited. The relationship between these and the LISSS is described in Sections 5 and 6 below.

4.2 National-level components

The national-level components are as follows:

a. Office of the President

Functions:

 Servicing statutory bodies arising from/formed under the Act.

 Monitoring, Evaluation, Research and Planning.
 Fund raising.

b. Office of the Executive Director

Functions:

 Establishment functions.

 Financial functions.

 Implementing field programmes, and

 Monitoring, Evaluation, Research and Planning.
 Conference services.

- c. National offices of bodies functioning under Standing Committees

Functions:

Implementing field programmes.

(NB. The national offices of independent bodies created under the Act are not part of the LJSSS organisational structure. They may be accommodated on LJSSS premises.)

4.3 Provincial-level components

- a. Offices of the Provincial Co-ordinators

Functions:

Monitoring, Evaluation and Planning.

Fund-raising.

Liaise with government agencies/other NGOO.

(NB. The Provincial Co-ordinators will have no responsibility for implementing field programmes other than to the extent implied by the major functions assigned to them. They will have no authority over field staff but will be given just those powers adequate to discharge their functions. They will report directly to the Committee of Office Bearers/Executive Director.)

4.4 District-level components

- a. Offices of the District Co-ordinators

Functions:

Monitoring, Evaluation and Planning.

Fund-raising.

Liaise with government agencies/other NGOO.

(NB. The District Co-ordinators will have no responsibility for implementing field programmes other than to the extent implied by the major function assigned to them. They will have no authority over field staff but will be given just those powers adequate to discharge their functions. They will report directly to the Provincial Co-ordinators.)

- b. Offices of the District Managers of Major Programmes Functions:

Implementing field programmes.

4.5 Divisional-level components

- a. Offices of the Divisional staff of the Major Programmes

Functions:

Implementing field programmes.

4.6 Gramadana-level components

- a. Offices of the Gramadana Workers

Functions:

Implementing field programmes.

Co-ordination of field programmes at village-level

Village-Level components

At the village-level there are no organisational sub-units of LJSSS. These are independent groups and village Sarvodaya Shramadana Societies with which LJSSS will interact using various modes, a principal one being through trained field workers.

4.7 Organisational chart

4.8 Concluding remarks (on organisational structure)

One source of confusion has already been referred to. Another source of confusion is about 'the Headquarters of Sarvodaya'. In one sense every Sarvodaya centre whether in Sri Lanka or abroad is expected to be a 'Sarvodaya Headquarter' for the SSM. The work of every centre is expected to be an application of the Sarvodaya philosophy and in that sense contribute to getting people and organisations interested in Sarvodaya and spreading the 'idea'. Any one or any organisation may spread the Sarvodaya philosophy. Sarvodaya may have 'headquarters' it is not even aware of.

But if by 'headquarter' is meant the principal office of the LJSSS, the foregoing analysis will make it clear that the label may be applied to the following only:

Office of the President.

Office of the Executive Director.

The Office of the Executive Director will also provide

'conference services' which may be used by units at all levels. For example the Office of the Executive Director may service a conference of officials of village-level Sarvodaya Shramadana Societies. The latter of course may hold their conference somewhere else also. The conference services will be offered on a payment basis in that a charge will be made to enable the LJSSS to offer such services on a No-profit.No-loss basis. Accordingly a separate division is formed to offer these services. This division is assigned the following physical facilities:

- The Vishva Samadi Hall
- The Conference Room and adjoining Meeting Rooms
- The International Hostel
- The Canteen
- The Audio-visual Centre, the Photo-graphic Centre, and the Photocopying Centre

This division will maintain their staff and the buildings and equipment assigned to them from the fees charged for providing the conference services which may be made available to outsiders also. Programme budgets are expected to include an item to enable such charges to be paid.

5. Relationship with Village-level Sarvodaya Shramadana Societies

As briefly described in Section 1 above, village-level Sarvodaya Shramadana Societies are independent entities in their own right. Their legal status arises from registration under the Societies Ordinance. (Annex 3: Constitution of a village-level society).

The development of village-level structures up to a point where they can seek registration is a result of the process of awakening which is an integral part of SSM. It requires inputs from the LJSSS into the village at the request of the village. LJSSS inputs are never imposed on the village. LJSSS believes in a 5-stage model of village development and the registration of a village society is expected at the 3rd. (Annex 6: Five Stage Model of Village Development)

A major input in the 1st stage are the visits by a trained worker who has particular skills in organising such community

development processes as shramadana camps and family gatherings. Even during the 1st stage the critical decisions are made by the village. The participation of the people is not simply taking part in a shramadana camp or a family gathering. The purpose for which the camp is held, when should the camp be held, what contributions could be made by the village, what if any is the assistance needed from outside, etc. are all decided by the village and not by the LISSS worker. This indicates that even prior to the establishment of a village society, the relationship between it and the LISSS is one of equality. This relationship is maintained throughout.

Once a village society has been registered it becomes an entity which can sue others, be sued in turn and which can enter into a formal contract. Upto this stage the donor interaction with villages is through the LISSS. At the 3rd stage it is legally possible for any donor whether local or foreign to assist villages directly. The legal possibility, however, is not always matched with the actual ability. The LISSS hopes to promote this ability by channelling financial resources directly to the village through the registered society. As societies become more competent the LISSS services in this regard may become unnecessary.

Another kind of input by the LISSS particularly upto the 3rd stage, is the training of village personnel. Here too the village selects the personnel to be trained. Some of the training is done outside the village in the various centres of the LISSS. Other training is done in the villages by trained workers who visit the villages. This training is provided free. In the initial stages the training is largely in relation to early childhood development, maternal health and nutrition. At the 3rd stage the emphasis is on economic development where people receive training in operating savings and credit schemes and engaging in economic activities. Financial assistance by way of loans is also an input at this stage.

The village also receives technical and financial support to improve its physical infra-structure relating to water supply and sanitation. This support is also designed to strengthen the

village self-reliance and self-confidence. Critical decisions such as for example the location of outlets of the water supply scheme are determined by the village. The LJSSS negotiates with the village as to what the village may do. The work commences on a mutually agreed basis.

This all too brief description of some of the interactions between the LJSSS and village-level Sarvodaya Shramadana Societies will indicate that the relationship between them is one of equality borne of the utmost respect for the wisdom of the people, their potential for development and their capacity for survival.

6. Relationship with independent bodies created under the Act

Current examples of such bodies are the Sarvodaya Suwasetha Sewa Services Limited, the Sarvodaya Women's Forum Limited, the Sarvodaya Samodaya Society Limited, the Sarvodaya Shramadana International, Sarvodaya Shanthi Sena, Sarvodaya Legal Aid Services and the Sarvodaya Trust Fund. (Incorporated)

The manner of their creation establishes certain relationships with the LJSSS. Their constitution has to be approved by the Executive Council. The main consideration is whether the constitution provides for the acceptance and commitment to the objects and principles of the LJSSS as stated in the Act.

Once they are registered as legal entities, the LJSSS provides them by legal transfer with the necessary lands, buildings, vehicles, equipment, seed money to start programmes and projects and other assistance needed to sustain themselves.

The LJSSS has no authority over these bodies once they are registered. In fact they can even amend their constitution. Their constitution requires them to establish links with Sarvodaya organisations at various levels. At present their annual service reports are tabled for the information of the Executive Council of the LJSSS. The chief office bearers of these bodies are generally elected to the Executive Council of

the LISSS if they are members. Otherwise they are invited to serve on the Executive Council as invited members. The annual service report of the LISSS reports on the work of these bodies.

References:

1. Sarvodaya as Movement, D.A. Perera and A.T. Ariyaratne, 1989 September, Vishva Lekha, Rannalana.

ANNEXURE: 1

GOVERNMENT NOTIFICATIONS

THE INLAND REVENUE ACT, No. 4 of 1963.

Notice under Section 67 (1)

BY virtue of the powers vested in me by section 57 (1) of the Inland Revenue Act, No. 4 of 1963, I, Ukku Banda Wanninayake, Minister of Finance, do by this notice declare each institution specified in the Schedule hereto to be an approved charity for the purposes of that section.

U.B. Wanninayake,
Minister of Finance.

Colombo, August 25, 1965.

Schedule

The Lanka Jataka Sarvodaya Shramadana Sangamaya.
The Freedom from Hunger Foundation of Ceylon.
8-1093

ANNEXURE 2

RULES MADE UNDER THE LANKA JATIKA SARVODAYA SHRAMADANA SANGAMAYA INCORPORATION ACT No. 16 OF 1972.

PREAMBLE

We, who have dedicated our lives to the noble cause of the building up of a Sarvodaya Social Order in Sri Lanka and other countries of the world, where Truth, Non-violence and Self-denial shall be the foundations of such Society and where the welfare of all - Sarvodaya - shall be the goal of our common endeavour, while pledging ourselves to work towards this ideal as members of one family where mutual love, faith, co-operation and co-sharing shall prevail, yet for the purpose of satisfying the requirements of efficiency in our service programmes and for establishing relationships with other social organisations and institutions, do hereby constitute ourselves as an organisation under the name "Lanka Jatika Sarvodaya Shramadana Sangamaya" under the following rules.

Rules of the Lanka Jatika Sarvodaya Shramadana Sangamaya.

Rule 1. Name:

The name of the Association shall be "The Lanka Jatika Sarvodaya Shramadana Sangamaya" hereinafter referred to as "The Association".

Rule 2. Symbol:

The symbol of the Association shall be a light red open lotus flower with the rising sun in the background.

Rule 3. Motto:

The Motto of the Association shall be "Let us go from village to village and be of service to all".

Rule 4. Flag:

The Association shall have a flag comprising of the symbol and Motto of the Association, on a white background.

Rule 5. General Objects:

The General objects of the Association shall be -

- (1) to provide, by means of Shramadana Camps and other constructive ways, adequate opportunities and the appropriate mental climate for the realization of the principles, the philosophy and the objects of Sarvodaya by the Shramadana Sevaka-Sevikas who volunteer to engage themselves in village development and Community Welfare projects;
- (2) to provide opportunities to the Youth to acquire a correct understanding of the socio-economic and other problems of the country and organize educational and training programmes for them to learn ways and means of solving these according to the Sarvodaya philosophy;

- (3) to organize programmes with a view to the eradication of distrust and disintegration arising from differences such as caste, race, creed and party politics;
- (4) to disseminate qualities of selfless service, self-denial, co-operation, self-discipline and dignity of labour among the people of the land;
- (5) to encourage the development, especially in the Youth, of healthy views of social justice, equality, love of one's motherland and international brotherhood;
- (6) to develop self-confidence, Co-operation and unity among the urban and rural communities and to evoke their inherent strength to bring about an all-round development in their spiritual, moral, social, economic and educational life;
- (7) to train and organize groups of youth who are ready to come forward and render voluntary service in times of national distress as well as in community development and social welfare programmes;
- (8) to collect and mobilize the maximum possible resources of the people such as their time, intelligence, energy, wealth, specialised skills and technological knowledge which they are prepared to donate of their own free will and utilize them scientifically to bring about the general economic and social progress of the people;
- (9) to promote, organise and engage in economic and financial activities and to carry on such activities both within and outside Sri Lanka for the purpose of creating employment and self-financing the welfare programmes, projects and activities of the Association;
- (10) to promote the establishment of legally recognized community organizations to undertake spiritual, moral, social, educational, economic and financial activities for the development of the communities in accordance with the Sarvodaya philosophy and to assist such organisations to carry out their development work by providing them with training, management services and financial assistance;
- (11) to establish such legal entities as may be necessary to manage the various programmes and projects of the Association, to frame rules governing the conduct of such entities and to delegate to such entities such administrative powers and financial authority as may be necessary;
- (12) to enter into arrangements for sharing profits, union of interest, co-operation, joint venture, reciprocal concession or otherwise with any person, company or business with any person, company or business undertaking carrying on or engaged in any business or transaction which the Association wishes to carry on or engage in;

- 13) to promote peace among the different ethnic groups in Sri Lanka through direct action participation in non-violent interventions and direct participation in such activities as peace marches, peace conferences, peace education programmes, peace camps or other activities by the establishment of a Sarvodaya Non-violent People's Peace Organisation;
- 14) to strive for the promotion of universal respect for the observance of human rights and fundamental freedoms; and by progressive measures both national and international to secure their universal recognition and observance;
- 15) to associate generally for the realisation of the objects of the various institutions of the United Nations and especially to assist in the programmes of the Food and Agricultural Organization, United Nations Educational Scientific and Cultural Organization, United Nations International Children's Emergency Fund, World Health Organization, United Nations Environmental Programme and United Nations Volunteers Programme to eradicate Hunger, Illiteracy and Disease from our world;

Rule 6. General Principles:

The members of the Association shall accept the following Ten Basic Principles, as the principles for which they shall strive:-

- (1) to observe truth, Non-violence and self-denial at all times;
- (2) to attain progressively the goal of a simple way of living;
- (3) to steer clear of any political party affiliations in order that the sanctity of the Association may be preserved;
- (4) to assist in the national development and social welfare projects of the Government;
- (5) to attempt to build, in place of the present way of life based on private ownership of wealth, competition, hatred and greed, a Sarvodaya Social Order based on community ownership, co-operation, love and self-denial, by non-violent methods;
- (6) to accept the concept of Sarvodaya or Welfare of all found in the heart in the teachings of world-religious leaders such as Lord Buddha, Lord Jesus Christ, Prophet Mohammed and following the example set by such noble leaders as Emperor Asoka, Anagarika Dharmapala, Mahatma Gandhi utilizing our traditional principles of the four Brahma Viharas (sublime abodes) namely metta (loving kindness), karuna (compassionate action), mudita (altruistic joy), upekka (equanimity) and four restraints of social conduct, namely Dana (sharing, pratyachara pleasant speech), Artha Charya (constructive activity), Samanattamatha (equality in association) and choosing the middle path or the Noble Eightfold Path to achieve the ideal goal of Sarvodaya and make this island of Sri Lanka, once again, a land of plenty and righteousness.

- (7) to accept that the means by which the objects of the Association are to be achieved should be honest and pure.
- (8) to accept and abide by the decisions of the Executive Council and the Elders' Council in matters pertaining to membership of the Association and to pledge that the only step that such member shall take is to voluntarily resign if the said Councils decide to remove such member from membership;
- (9) to realize that Shramadana is only the first step in the achievement of a total non-violent revolution in all manners- social, moral, political and economic- and to render service in other Sarvodaya steps and measures that may be taken from time to time to establish a Sarvodaya Social system in which justice and equality shall be the salient features and in which exploitation of man by man in any form would entirely be eliminated; and
- (10) to realize and work towards the idea that maximum well-being and happiness of humanity can only be achieved when within countries people are non-violently organised as self-reliant, rural and urban communities where scientific and spiritual values are harmoniously combined for the welfare of all and where the world community consisting of such nations organise themselves into a Commonwealth of independent nations where peace, co-operation and mutual respect for the freedom of such independent nations are the salient features.

Rule 7. The Pledge:

- (1) All those who apply for membership of the Association shall take the following pledge on admission to membership and all such members at every Annual General Meeting shall as a body renew this pledge.
- (2) "I hereby to pledge that I shall, in accordance with the objects and principles of the Association serve selflessly and agree to abide by the decisions of the Council of Elders' and the Executive Council as final in all matters connected with my membership and discipline of the Association. Further, in accordance with the rules and regulations of the Association if at any time I am made to forego my membership in the Association I do pledge not to consider the same as a personal damage caused to me; Or if any person is to be removed from the membership of the Association, I do pledge not to accept such removal as a personal insult caused to him. I shall strive to rectify and correct the shortcomings and violations of principles that I may have been responsible for, with a view to qualifying myself to regain membership at a later time"

Rule 8. Membership:

- (1) Any person who is not under sixteen years of age and who agrees to accept and abide by the principles, the objects and

the pledge of the Association shall until he is admitted to membership by the Executive Council, in the first instance, be a member of any Halla referred to in rule 20.

- (2) The Executive Council shall have the power to invite any member of a Halla referred to in Rule 20 or any person who in the opinion of the Executive Council has rendered valuable service to the movement to be a member of the Association.
- (3) When the application for membership in the prescribed form accompanied by the subscription is received by the General Secretary, the Executive Council shall consider the granting of membership to such applicant.
- (4) The Executive Council of the Association shall have all powers for the admission to membership, refusal to grant membership, suspension of membership and removal from membership of the Association.
- (5) In matters pertaining to disciplinary action with regard to membership while the Executive Council shall not be obliged to give reasons for such action to the Annual General Meeting or any other party or person, it shall however place such decisions before the Annual General Meeting for ratification.
- (6) There shall be six categories of members: Namely, Youth members, Ordinary members, Sampathdayaka Members, Life members, Honorary Members and International Members.

"Youth members" shall mean those persons who have completed 16 years of age but not completed 25 years of age.

"Ordinary members" shall mean those persons who are above 25 years of age.

"Sampathdayaka members" shall mean those persons who donate annually the membership fee or any contribution over and above the membership fee referred to in rule 2.

"Life members" shall mean those persons who subscribe the amount prescribed for such membership in rule 4.

"Honorary Members" shall mean those persons who belong to any religious order and who, in the opinion of the Executive Council, are by reason of their eminence qualified for such membership.

"International members" shall mean those persons though not resident in Sri Lanka itself but have contributed to the Sarvodaya thought and have rendered service to the movement from abroad and whom the Executive Council decide to admit to membership.

Rule 9. Membership Fees:

- (1) Youth members shall pay five rupees per year and ordinary members shall pay fifteen rupees per year as their annual subscription.
- (2) Sampathdayaka members shall pay fifty rupees or such other sum over and above fifty rupees as they may wish as their annual subscription.
- (3) Members who pay five hundred rupees in one payment or in five instalments of one hundred rupees each shall be deemed to be life members.
- (4) Honorary and international members are not obliged to pay membership fees.
- (5) Members of the Youth, Ordinary and Sampathdayaka categories shall have to renew their membership for each new calendar year by paying the prescribed membership fee before the 31st day of March of each such calendar year.
- (6) The Members of the Association who forfeit their membership by a decision of the Executive Council, by resignation or by any other means shall not be entitled to claim a refund of any subscription or donation they have paid to the Association during their period of membership.

Rule 10. Membership Register:

The General Secretary shall maintain a Register of members giving their names, category of membership, permanent address, date of which membership was granted, date on which a person ceased to be a member and any other relevant information that the General Secretary may consider necessary.

Rule 11. Council of Elders:

- (1) The Council of Elders shall consist of 20 members selected at the Annual General meeting of the Association.
- (2) The Executive Council shall have the power to fill any vacancy in the Council of Elders that may occur as a result of the inability to elect the full number of members at the Annual General Meeting, or by resignation during the course of the year or by the termination of membership owing to some other reason.
- (3) Where an occasion arises when the Executive Council is unable to arrive at a decision in regard to a disciplinary matter connected with members or office-bearers, such matter shall be placed before the Council of Elders and the decisions given by the Council of Elders in such instances shall be accepted as final by the members, the Executive Council and the Committee of office-bearers alike.

- (4) The members of the Council of Elders are deemed to be ex-officio members of the Executive Council and shall have the power to participate in Executive Council meetings as other members of that council.
- (5) The members of the Council of Elders shall within one month of their selection appoint from among themselves (a) a President and (b) a Secretary.
- (6) Where any member of the Council of Elders does not attend three consecutive meetings of the Executive Council without informing in writing the reason for such absence and such member does not attend the next meeting of the Executive Council even after the General Secretary has especially written to such member requiring him to attend, such member shall be deemed to have vacated his membership in the Council of Elders.

Rule 12. Executive Council:

- (1) The Executive Council shall be empowered to take all policy decisions deemed necessary for the good working of the Association and the realization of the objects of the Association and to take all such measures necessary for the enforcement of such decisions through the Committee of office bearers.
- (2) The Executive Council shall consist of seventy five members, namely the 20 members of the Council of elders, the 11 office bearers, namely the President, the 3 Vice Presidents, the General Secretary and the Treasurer elected at the Annual General Meeting and 41 other Executive Council Members, also elected at the Annual General Meeting.
- (3) The President shall have the power to suspend the membership of any member of the Executive Council if under the signature of thirteen Executive Council members such request is made and the Executive Council decides to accept such request.
- (4) The Executive Council shall meet at least once a month and the quorum for a meeting shall be twenty five members.
- (5) Any member of the Executive Council absenting himself from three consecutive meetings of the Executive Council without informing in writing his inability to attend such meetings shall be deemed to have vacated his membership in the Council.
- (6) Any person who the President considers should be a member of the Executive Council but cannot be admitted by reason of the number of members of the Council, specified in rule 12 (2) may be invited by the President through the General Secretary to participate in Executive Council meetings. Such person shall have the full right to participate in the activities of the Executive Council but shall not have the right to vote.

- (7) Although the members of the Executive Council including the office-bearers of the Association are persons serving in a Honorary capacity, where in view of the responsibilities entrusted to them and the important nature of their functions it appears that their full time services should be obtained at the Head Office, the Executive Council shall have the power to grant them suitable and adequate allowances.

Rule 13. Powers of the Executive Council:

The Executive Council shall have the authority to exercise all its powers to carry out the following duties and responsibilities:-

- (1) admission, suspension and expulsion of members;
- (2) appointment and removal of the Executive Director of the Sangamaya;
- (3) appointment, allocation of duties and removal of Executive Assistants to the Executive Director, Administrative Secretary, Finance Director, Directors of Divisions and Field Directors;
- (4) specify such duties of the Committee of office-bearers as are not mentioned in these rules, delegation to them of such powers as are necessary and withdrawal of such powers;
- (5) filling up the vacancies of the Executive Council and the Council of Elders, and subject to rule 14 hereunder, filling up of any vacancy in the Committee of office-bearers;
- (6) appointment and dissolution of special service committees, sub-committees and working Committees and the delegation of powers and duties to and the withdrawal of such powers and duties from such Committees;
- (7) appointment of qualified Auditors to examine all accounts of the Association and present their duly audited and certified annual statement of accounts to the General Meeting and required Government Institutions;
- (8) organisation and giving of instructions to the Committee of Office-bearers in regard to the implementation of programmes of work, in accordance with the Objects of the Association;
- (9) interpretation and clarification of the rules and the giving of decisions on matters not provided for in these rules;
- (10) when amendments, revisions or deletions of the rules are necessary the taking of decisions on such matters and presenting them for approval to a special general meeting summoned for such purpose;
- (11) decide on the dates, times and venues for the holding of Annual General Meetings, Special General Meetings and General Meetings;

- (12) subject to such conditions as may be prescribed by the Executive Council, the decentralization of any Sarvodaya Institution, Project or Service which is for the time being under the control and management of the Association as an independent Institution, Project or Service and Confer on them the necessary movable and immovable property and all powers relating to their management maintenance or otherwise;
- (13) establishment of a special insurance fund in the Central Bank of Ceylon for the purpose of securing the well being of the Association and its employees;
- (14) from time to time, by a vote of two thirds of the members present and voting:
- raise or borrow such sums of money from any Institution or person, whether in Sri Lanka or abroad and provide security for such borrowing by way of Mortgages or Charges on any of the Association's movable or immovable property;
 - secure any borrowing of the Association by a trust deed or other assurance;
 - draw, make, accept, endorse, negotiate, discount and execute promissory notes, bills of exchange or other negotiable instruments;
 - issue debentures or debenture stock either permanent redeemable or repayable; and
 - make or issue other forms of security and/or collateral.

Rule 14. The Committee of office bearers:

- (1) The following eleven office bearers shall constitute the Committee of office bearers of the Association.
- The President
 Eight Vice Presidents
 The General Secretary and
 The Treasurer
- (2) The office bearers shall implement the policy decision of the Executive Council through the Executive Director and his/her staff. The Office Bearers shall be jointly and severally responsible to the Executive Council for their actions.
- (3) The President, the eight Vice Presidents, the General Secretary and the Treasurer shall cease to hold office on (1) resignation from membership or office; (2) death; (3) becoming a lunatic or of unsound mind, (4) being convicted of any criminal offence or (5) being requested in writing to resign by a minimum of 40 members of the Executive Council.

Under such circumstances the Executive Council shall have the power to fill such vacancies and such appointments shall be ratified at a Special General Meeting summoned within not less than two calendar months from the date of such vacancy being filled.

- (4) If for any reason a situation arises where the Executive Council becomes incapable of acting, the committee of office bearers shall jointly be entrusted with the carrying out of the activities of the Association, until a special General Meeting is summoned within thirty days and a new Executive Council elected.
- (5) (1) The Committee of Office Bearers shall meet at least once a month presided over by the President or in the absence of the President by any one of the Vice Presidents.
(11) The quorum for any meeting of the Committee of office bearers shall be six office bearers including the President and the Treasurer.
- (6) The General Secretary or an Officer acting on his behalf, shall on each and every month submit at the meeting of the Executive Council a report of any major decisions taken during the month by the committee of Office Bearers and the Executive Director shall once in every three months submit at a meeting of such Council, a report stating the manner in which the activities of the Association had been Organised and implemented by the Executive Directors.

Rule 15. Powers of the Committee of Office bearers:

Without prejudice to the powers of the Office bearers referred to elsewhere in these rules, the Committee of Office bearers shall by itself or through such full time Sarvodaya Workers, Organisers and Institutions, have the authority to exercise, discharge and perform the following powers, functions and duties on behalf of, and subject to the policy decisions formulated by the Executive Council:

- (1) advise the President on the appointment of all full time Sarvodaya workers other than the members of the Executive Council and office bearers, allocation of their services and their removal;
- (2) appointment, allocation of duties, control and removal of organisers and workers for office level, institutional level, village level, divisional level, district level and national level duties;
- (3) when necessary, approval of allowances and payments for the maintenance of workers and organisers;
- (4) organisation, establishment and supervision of Sarvodaya Shramadana Societies, Sarvodaya Govi Haulas, Sarvodaya Sisu Haulas, Sarvodaya Mavu Haulas, Sarvodaya Welenda Haulas.

Sarvodaya Sangha Hanias, Sarvodaya Pre-employment service, Sarvodaya Samita Ajiva Service, Sarvodaya Deshodaya Mandaliya and such other Sarvodaya Organisations as may be deemed necessary and the appointment and removal of organisers and organising Committees for such organisers:

- (5) establishment of relationship with Ministries, Departments and other Governmental Institutions according to the needs of the Association;
- (6) establishment and maintenance of relationships with similar organisations both national and foreign, according to the needs of the Association;
- (7) establishment, control and discontinuance of Sarvodaya Gramadana Centres, Divisional Centres, District Centres, District Development Education Institutes, the Central Co-ordinating Centre, Sarvodaya Farms, Income Generating Institutions, Special Training Centres, Social Welfare Homes and Educational Institutions;
- (8) Custody of, control, putting to right use, improvement and addition to and when possible derivation of income from, all movable and immovable property belonging to the Association;
- (9) acquisition by way of donations or by such other means, of land, buildings, equipment or monies, for the use of the Association and their utilization and investment in the interest of the objects of the Association;
- (10) maintenance and keep in safe custody of all documents of the Association;
- (11) maintenance and keep in safe custody of proper accounts of income and expenditure of the Association;
- (12) establishment, control and maintenance of the Central Office and Branch offices of the Association;
- (13) organisation of, and bearing responsibility for, Shramadana Camps, Shanti Sena Camps, Spiritual Brotherhood Camps, Moral Preservation Camps, Community Development Projects and Social Welfare Schemes;
- (14) assistance to individuals, families, groups, villages and institutions when assistance from the Association is sought by way of advice, Shramadana, equipment or monetary help;
- (15) assistance to members of the Association and other deserving persons in sponsoring educational tours, scholarships and training facilities both within the country and abroad when such are of assistance to the Association and the people of the country;
- (16) organisation of lectures, talks, seminars and conferences at International, National, District, Divisional, Village and Institutional levels;

- (17) printing and publishing of books, magazines, newspaper and other literature on Sarvodaya and allied subjects;
- (18) participation, generally in other social reconstruction activities which are not specified in these rules but which are in keeping with the objects, principles and programmes of the Association but strictly excluding party and power political activities;
- (19) establishment of logistical facilities to carry out the functions of the Association;
- (20) (a) The President shall:-
 - (i) observe and see that the others observe the objects and principles of the Association;
 - (ii) place before the General Meeting the decisions of the Executive Council;
 - (iii) supervise and direct all affairs of the Association; and the duties of the Executive Director;
 - (iv) preside at meetings of the General body and the Executive Council;
- (b) In the absence of the President, any one of the Vice-Presidents and in the absence of the President and any of the Vice-Presidents a member elected from the Council of Elders shall preside and conduct the meeting of the General body and the Executive Council.
- (c) The President shall on the advice of the committee of Office-bearers, appoint, promote, terminate the services of, remove or otherwise deal with, the full time workers of the Association.

The General Secretary:

- (21) The General Secretary shall be the Chief Executive Officer of the Association. He shall have such powers and duties as are conferred on him by the Executive Council. His special duties shall be to summon meetings of the General body and the Executive Council, sign documents on behalf of the Association, bear responsibility for work assigned to Assistant Secretaries and inform the committee of office-bearers and the Executive Council for necessary action, keep minutes and safeguard the records of the Association. In the absence of the General Secretary the performance of his function and duties should be vested on some officer by the Executive Council.

The Treasurer:

- (22) The Treasurer shall, subject to the directions of the Executive Council and the Committee of Office-bearers, be responsible for the collection, the safe custody and the disbursement of the monies of the Association. He shall maintain proper accounts

of all monies received and spent, keep inventories and documents of all equipment received and disposed of and shall make available to the Executive Council and the Committee of Office-bearers such account books, receipts and documents, when called for.

The Executive Director:

- (a) There shall be appointed by the Executive Council an Executive Director, two or more Executive Assistants, a Finance Director and Administrative Secretary and Directors in charge of various divisions and Field work. The Executive Council may at the request of the Executive Director appoint such other Officers as he may deem necessary for the performance of his functions and duties.
- (b) The Executive Director shall subject to the approval of the Executive Council exercise such powers as may be conferred on and perform and discharge such functions and duties as may be assigned to or imposed upon him or delegated to him by the Committee of office bearers.
- (c) The Executive Director shall attend all meetings of the Executive Council and the Committee of office bearers and shall be responsible for all his actions to the Committee of office bearers through the President.

Rule 16. The General Meetings:

- (1) All General Meetings shall be open to members of all categories. The quorum for any such meeting shall be seventy-five members.
- (2) The Annual General Meeting shall be held before the 31st day of December on a date to be determined by the Executive Council.
- (3) At least fourteen days notice shall be given to members for the Annual General Meeting.
- (4) Where due to unavoidable circumstances the Annual General Meeting could not be held, the Executive Council shall have the power to postpone such meeting to a date not later than one month from the date for which such meeting was fixed.
- (5) The eleven chief office-bearers, the Council of Elders and the Executive Council shall be elected at the Annual General Meeting.
- (6) At the Annual General Meeting the Treasurer shall present the statement of accounts of the preceding year duly audited by approved auditors and the General Secretary shall present the Annual Services Report and the minutes of the Annual

General Meeting of the preceding year, with the approval of the Executive Council.

- (7) A special General Meeting shall be summoned by the General Secretary on the direction of the President or at the written request of a minimum of ten members of the Council of Elders or when the Executive Council decides to have such meeting, or when seventy-five members or one-fifth of the membership of the Association whichever number being the lesser, makes a written request, or under the circumstances referred to in rule 14(b). The time limit between the date of such request and the summoning of such special General Meeting shall be not more than one month.
- (8) Any resolutions that the members wish to present to a General Meeting shall be forwarded to the Executive Council through the General Secretary at least fourteen days before such meeting and the Executive Council shall have the right to decide upon such resolutions that may be selected for presentation to the General Meeting from amongst those that were forwarded to the Executive Council.
- (9) Even though the Sarvodaya Convention among the members of the Association is to arrive at unanimous decisions on all matters connected with the activities of the Association, decisions may be taken in special cases by majority vote. The right to vote shall be vested only in Honorary and life members and members of the youth, Ordinary and Sampathdayaka categories who have paid up their membership fees without arrears upto the date on which such General Meeting is held.

Rule 17. Control of Funds

- (1) Monies received by the Association by way of subscription fees, donations from local or foreign private institutions and persons, grants and donations received from the Government of Sri Lanka or a foreign Government or Institution or loans obtained from any source whether foreign or local income received from the movable and immovable properties of the Association, shall be considered the funds of the Association.
- (2) The responsibility for receiving all such monies, their custody and disbursement shall be vested in the Treasurer under the directions of the Executive Council and the Committee of Office-bearers.
- (3) All monies received by the Association shall be deposited in any approved Bank or Banks or in such Savings Account, fixed deposit, Insurance Company, Finance Company or other financial Institution, as may be approved by the Executive Council, in favour of the Lanka Jathika Sarvodaya Shramadana Sangamaya (Incorporated) and the cheques or other

Instruments for the withdrawal of such monies shall be signed by:-

- (i) The President and the Treasurer or the Finance Director; or
- (ii) The President and anyone of the Vice Presidents or the General Secretary; or
- (iii) The Treasurer or the Finance Director and anyone of the Vice Presidents or the General Secretary; or
- (iv) The Executive Director and anyone out of the President, the Treasurer, the General Secretary, the Finance Director.

Provided however that the Association may, with the approval of the appropriate authority deposit any money received in foreign currency, drafts, mail transfer, tele-graphic transfer or otherwise in a Non-Resident Foreign Currency account or in any Bank abroad.

Provided further that where the Treasurer/Finance Director reports of the necessity to transfer any sums of money from any such Bank, Insurance Company, Finance Company or other financial institution to any other branch of such Bank, Insurance Company, Finance Company or other financial institution or to any other Bank, Insurance Company, Finance Company or other financial institution, the Executive Council shall have the power to authorise such transfer, to nominate persons to sign cheques or other instruments and to issue orders relating to the deposit of such monies.

- (4) The Executive Council shall have the power to appoint two responsible persons to sign cheques in case of accounts maintained by the Association for activities outside the Central Office whenever such needs arise.
- (5) The Executive Council shall have the power to appoint recognised local auditors for auditing accounts in projects carried out in the Districts whenever such needs arise.
- (6) At the Annual General Meeting, the Treasurer shall, with the concurrence of the Executive Council, present the Statement of Accounts duly audited and certified by the Auditors; and the Annual General Meeting shall appoint a committee comprising of three persons to analyse and study the Auditors' Reports and the said Annual Statement of Accounts; the said committee shall have the power to obtain, through the Treasurer, all relevant information relating to the said reports and the Annual Statement of Accounts and shall submit its recommendations thereon to the Executive Council for necessary action within one month from the date of the said Annual General Meeting.

Rule 18. Branch Societies:

- (1) The Executive Council shall have the power to authorize the organization of a branch society in any place where there are at least five members of the Association belonging to any category.
- (2) The branch societies shall function in accordance with the objects, the principles and the programmes of the Association.
- (3) The Executive Council shall have the power to frame rules, to delegate power, to control and dissolve such branch societies.

Rule 19. Recognized Organizations:

- (1) If any voluntary organization, devoid of party political affiliations, apply to the Association to co-operate in programmes and activities carried out in conformity with the general objects of the Association, the Executive Council shall have the power to accede to such request and register them as recognized bodies with the Association or to reject such request or after registration to cancel such recognition.
- (2) The recognition of such body shall not in any way affect the identity and independence of such body or the Association.
- (3) The Association or the recognized organisation shall have the power to unilaterally cancel such registration as a recognized organisation of the Association.

Rule 20. Sarvodaya Hauls

- (1) With a view to propagate the Sarvodaya thought among various sectors of the Community and to get them to participate in the activities of the Association, the Committee of office-bearers shall have the power to organize, direct and Control Sarvodaya Hauls.
- (2) These Hauls may be known as Sarvodaya Govi Hauls, Sarvodaya Simu Hauls, Sarvodaya Guru Hauls, Sarvodaya Kuisangana Hauls, Sarvodaya Welenda Hauls, Sarvodaya Singithi Hauls and the Sarvodaya Pre-employment service.

Rule 21. The Power to sue and be sued:

The Association shall have the power to sue and be sued. In such an eventuality while the President and the General Secretary shall have all necessary powers to appear on behalf of the Association, they also shall have the power to delegate such power, with the concurrence of the Executive Council, to another members of the Executive Council.

Rule 22. Sarvodaya Conference:

The Executive Council shall organize at least once in every three years, an all Island Sarvodaya Conference in which members of the Association, members of branch Societies, Representatives of the

Recognized Organisations, members of the Sarvodaya Haulas and guests from other National and International organisations are invited to participate.

Rule 23. Registered Office:

- (1) The Executive Council shall decide the place where the registered office of the Association shall be maintained.
- (2) The registered office of the Association shall normally be situated in the District of Colombo but the Executive Council shall reserve the power to shift the registered office to any other District in Sri Lanka by a decision of the Executive Council.

Rule 24. Amendment of Rules:

- (1) The rules of the Association shall not be revised, rescinded, or amended except at a Special General Meeting convened for the purpose and on the vote of not less than two-thirds of the members present and voting in favour of the proposed amendment.
- (2) Written notice of the proposed revisions, amendments and deletions must be forwarded to the Executive Council through the General Secretary, and the executive Council by a decision of the members present, shall decide by a majority vote the revisions, amendments and deletions that should be presented to such Special General Meeting for approval.
- (3) The amendments, revisions and deletions to these rules as approved by the Executive Council shall be proposed at the Special General Meeting by the General Secretary or in his absence by the person presiding at such meeting.

Rules made under the Lanka Jatika Sarvodaya Shramadana Sangamaya (Incorporation) Act No. 16 of 1972 consolidating all amendments adopted at the Special General Meetings held on 16th August 1981, 25th September 1983, 22nd September 1984, and 26th September 1987.

D.A. Perera
General Secretary

A.T. Ariyaratne,
President.

RULES OF THE SARVODAYA SHRAMADANA SOCIETY

PREAMBLE:

We, who have learnt to value and accept the philosophy, principles and action programmes of the Lanka Jathika Sarvodaya Shramadana Sangamaya (Inc.) and have participated in the gramodaya (village awakening) and nagarodaya (urban awakening) services rendered by the various Sarvodaya haulas (groups) that have been formed and made active by it in our village/town, being guided by the advice of the Lanka Jathika Sarvodaya Shramadana Sangamaya (Inc.) and being imbued with the desire to carry out with increased sense of responsibility the gramodaya/nagarodaya activities in our village/town, do hereby constitute ourselves as an organisation under the following rules.

Rule 1. Name:

The name of the Society shall be "..... Sarvodaya Shramadana Society" herein after referred to as "The Society".

Rule 2. Symbol:

The symbol of The Society shall be a light red open lotus flower with the rising sun in the background.

Rule 3. Motto:

The motto of The Society shall be "The awakening of the village is the awakening of the nation."

Rule 4. Flag:

The Society shall have a flag comprising the name, symbol and motto of The Society on a white back-ground.

Rule 5. The Office:

The Office of The Society shall be situated in the village/town of.....

Rule 6. General Objects:

The General Objects of The Society shall be:

- i. to enable the people within the operational areas of the village/town to realize the philosophy, principles and development programmes of the Lanka Jathika Sarvodaya Shramadana Sangamaya (Inc.) and implement them with the development of self-reliance, co-operation and people's participation.

- ii. to provide guidance and coordination to the various Sarvodaya basals operating within the _____ village-town.
- iii. to formulate principles and plans to supply the following basic human needs, to provide the necessary leadership to implement them and evaluate the results:
 - (a) environment (b) water (c) clothing (d) food (e) housing (f) health care (g) communication (h) fuel (i) education (j) spiritual and cultural needs.
- iv. to serve as the organization which maintains liaison with village-town Sarvodaya basals, Sarvodaya societies, the Sarvodaya centres, Sarvodaya Development Education Institutes and other Sarvodaya Organizations and also the Sarvodaya Headquarters, and,
- v. to obtain the aid and services that are made available by the state, local bodies and other national institutions and public and private corporations intended for village development.

Rule 7. General Principles:

The members of The Society shall accept the following ten principles as the principles to which they shall strive to conform:

- i. to observe truth, non-violence and self-denial at all times,
- ii. to stay clear of any political party affiliation in order that the neutrality of The Society may be preserved,
- iii. to attain progressively the simple way of life,
- iv. to attempt by non-violent methods to build, in place of the present way of life based on private ownership of wealth, competition, hatred and greed, a Sarvodaya Social Order based on community ownership, co-operation, love and self-denial,
- v. to convert Sri Lanka to an island of righteousness and a granary of plenty based upon our cultural heritage, namely, the four Brahma Vibaras (sublime abodes), Metta (loving kindness), Karuna (compassionate action), Mudita (altruistic joy), Upeksha (equanimity) and the four tenets of social conduct, namely, Dana (sharing), Priya Vacana (pleasant speech), Artha Cariya (constructive activity), Samanvayata (equality in association),
- vi. to accept that the means by which the objects of The Society are to be achieved shall be honest and pure,
- vii. to accept and abide by the decisions of the Executive Council and the Elder's Council in matters pertaining to membership of the

Association and to pledge that the only step that any member shall take is to voluntarily resign if the said Councils decide to remove such a member from membership.

- viii. to realize that Shramadana is only the first step in the achievement of a total non-violent revolution in the village/town in all matters social, moral, political and economic and to render service in other relevant Sarvodaya steps and measures that may be taken from time to time to establish a Sarvodaya Social System in which justice and equality shall be the salient features and in which exploitation of man by man in any form shall be eliminated,
- ix. to realize and strive towards the ideal that the only means for achieving world peace and maximum wellbeing of humanity are there where within countries there are people based governments embracing village and urban communities and where there is in the world a commonwealth of nations that are committed to peace, cooperation and national freedom,
- x. to adopt the principles of meeting in unity, discussing and arriving at decisions in unity, settling the affairs of The Society in unity, and dispersing in unity and by so doing set an example to the various hauls of the village/town.

Rule 8: The Pledge:

- i. All those who apply for membership of The Society shall take the following pledge on admission to membership.
- ii. All members of The Society as a body shall renew the pledge at every Annual General Meeting.

"I hereby do pledge that I shall abide by the decisions of the Elders' Council and the Executive Council as final in all matters connected with my membership in The Society and discipline of The Society. Further, in accordance with the rules and regulations of The Society if at any time I am made to forgo my membership or office held in The Society, I do pledge not to consider the same as a personal damage or insult caused to me and I also pledge that I shall strive to rectify and correct the shortcomings and violations of principles that I may be responsible for with a view to qualifying myself to regain membership at a later time."

Rule 9. Membership:

- i. Membership of The Society shall be unlimited and open to;
 - (a) any person who has completed 7 years of age and is a member of any Sarvodaya hauls of the village/town of _____
 - (b) any member of a religious order or a government official who has rendered service to the people and is invited by the Executive

Council to be an invitee member of The Society.

- ii. When the application for membership in the prescribed form accompanied by the subscription is received by the General Secretary, the Executive Council shall grant membership after due consideration.
- iii. A person duly admitted to the membership shall be deemed to have accepted the objects and pledge of The Society.
- iv. The Executive Council of The Society shall have all powers for admission to membership, refusal to grant membership, suspension of membership and removal from membership of The Society.
- v. In matters pertaining to disciplinary action with regard to membership while the Executive Council shall not be obliged to give reasons for such action to the Annual General Meeting or any other party or person, the Executive Council shall however place such decisions before the General Meeting for ratification.
- vi. There shall be five categories of members, namely, child members, youth members, ordinary members, life members and invitee members.
- vii. Child members shall mean those who completed 7 years but not completed 14 years of age. Youth members shall be those persons who have completed 14 but not completed 25 years of age. Ordinary members shall be those persons who have completed 25 years of age. Life members shall mean those persons who pay the subscription stipulated in rule 10 (iv) herein and invitee members shall be those persons who are invited to become members under rule 9 (1) (b).
- viii. No members shall be entitled to receive any benefits of a personal nature.

Rule 18. Membership Fees:

- i. A child member shall pay one rupee per year as the membership fee.
- ii. A youth member shall pay annually Rs. 5/- as the membership fee.
- iii. An ordinary member shall pay annually Rs. 24/- as the membership fee.
- iv. A member who pays Rs. 210/- in one payment or in 3 equal payments within the year of being enrolled as a member shall be deemed to be a life member.
- v. Persons who are granted membership under rule 9 (1) (b) shall not pay membership fees but they shall not be precluded from making donations to The Society.

- vi. Members of the child, youth and ordinary categories shall have to renew their membership for each new calendar year by paying the prescribed membership fee before the 31st day of January of each such calendar year.
- vii. Members of The Society who forfeit their membership by a decision of the Executive Council, by resignation or by any other means shall not be entitled to claim a refund of any subscription or donation they have paid to The Society during their period of membership.

Rule 11. Membership Register:

The General Secretary shall maintain a Register of names of members, category of membership, permanent address, official address, date on which membership was granted, the date on which a person ceased to be a member and any other information that the General Secretary may consider necessary.

Rule 12. Executive Council:

- i. The affairs of The Society shall be administered in accordance with the rules of The Society by an Executive Council consisting of not more than 25 members who shall be elected at the Annual General Meeting of The Society from among the different categories of members.
- ii. The Executive Council shall be elected in the following manner:
 - (a) three from the child members.
 - (b) three from the youth members.
 - (c) three mothers from the ordinary members
 - (d) seven selected from among the religious dignitaries, ordinary, invitee and life members to form the Elder's Council.
- iii. (e) nine other members selected from among the ordinary and youth members.

Any member of the Executive Council may be discontinued from membership of the Executive Council if by a majority vote of two thirds of those present at any General Meeting of The Society of such member is found to have acted in violation of the principles and objects of The Society. The decision taken by the general meeting concerning such a member shall be final and binding and may not be canvassed at any court of law.

Rule 13. Meeting of the Executive Council:

- i. The Executive Council of The Society shall meet at least once a month.
- ii. The quorum for any meeting of the Executive Council shall be 11

members.

- iii. The Executive Council shall hold its first meeting immediately after the Annual General Meeting and appoint from amongst those of its members other than the members of the Elders' Council, the President, the General Secretary and the Treasurer of The Society.
- iv. The members of the Elder's Council shall abstain from voting at meetings of the Executive Council.
- v. The President, the General Secretary and the Treasurer shall have all power to make decisions regarding the general administration of the affairs of The Society.
- vi. The Executive Council shall decide upon the day of the month on which its monthly meeting shall be held.
- vii. The Executive Council may hold emergency meetings whenever necessary by giving 3 full days notice to its members.
- viii. President of The Society, or in his/her absence, a member elected from the Elder's Council shall preside at all meetings of the Executive Council.

Rule 14. The Powers, Functions and Work of the Executive Council:

The Executive Council of The Society may exercise the powers, perform the work and functions given below:

- i. admission of persons to the membership of The society or suspension or removal from membership,
- ii. assigns the duties to the officials, enforces their discipline and discontinue them from service when the necessity occurs,
- iii. filling up the vacancies in the Executive Council, Elder's Council, or office of the President, the General Secretary or the Treasurer.
- iv. appointment of sub-committees, assigning work to them and discontinuing them.
- v. the organizing of the gramodaya activities of the various basals and providing guidelines for them.
- vi. appointment, allocation of duties, disciplinary control and allowances or wages to be paid to full-time workers, health-workers, community kitchen workers, crèche workers, and other gramodaya workers.
- vii. maintaining through the General Secretary all files and documents of The Society and ensuring their safety.

- viii. maintaining through the Treasurer proper books of accounts and income and expenditure and ensuring their safety,
- ix. appointment of approved auditors as required by the societies Ordinance to examine and report on the finances of The Society,
- x. presenting to the annual General Meeting the statement of accounts as certified by the appointed auditors,
- xi. acquisition as donations or by other means of land, buildings, equipment, monies, bank loans or funds by other means for the use of The Society and their utilization and investment in furtherance of the interests and objects of The Society,
- xii. consolidating cordial relations with the Lanka Jathika Sarvodaya Shramadana Sangamaya (Inc.) and its affiliated organizations, other Sarvodaya Shramadana Societies, governmental and non-governmental institutions and district level or grass-root level officials.
- xiii. organizing other programmes for the furtherance of the objects of The Society and implementing them,
- xiv. issuing instructions to the General Secretary to summon the Annual General Meeting and special ordinary general meetings of The Society.

Rule 15. Elders' Council:

In the event of the Executive Council being unable to arrive at a decision on any matter, that matter should be presented to the Elders' Council and the decision of the Elders' Council should be accepted and acted on by the Executive Council.

Rule 16. The President:

- i. The President shall supervise and direct the affairs of The Society.
- ii. The President shall place before the General Meeting the decisions of the Executive Council.

Rule 17. The General Secretary:

The General Secretary shall:

- i. summon the annual and other general meetings of The Society and meetings of the Executive Council,

maintain the minutes of the meetings of The Society and the Executive Council, sign all documents of the Society and perform any duties that may be placed upon him by the Executive Council,

- ii. keep in safe custody the seal of The Society, legal documents and all other important documents and,
- iii. submit to the Registrar of Societies a descriptive list of the members of The Society before the 31st of June of every year.

Rule 18. The Treasurer

- The Treasurer shall:
- i. be responsible for the safe custody of all monies of the Society and disburse the same in accordance with the instructions issued to him by the Executive Council,
 - ii. maintain books for recording receipts and payments,
 - iii. maintain the necessary registers and records of all equipment and properties owned by The Society,
 - iv. have the accounts audited by a government approved auditor and submit the audited statement of accounts to the Executive Council and the Annual General Meeting,
 - v. forward the audited statement of accounts to the Registrar of Societies before the 30th of June of each year.

Rule 19. Appointment of Sub-Committees

- i. The Executive Council shall have the power to appoint sub-committees for the following purposes:
 - (a) for implementing projects such as Shramadana Camps, educational seminars, exhibitions, child welfare work, educational trips, tree planting campaigns, home gardening projects and economic development projects,
 - (b) for inquiring into complaints against members who are accused of unsatisfactory conduct or instances of wrongful use by an office-bearer of any property of The Society; and
 - (c) any other work pertaining to the objects of The Society.
- ii. A sub-committee shall be composed of at least three members of the Executive Council and any others from the membership of The Society.
- iii. The Executive Council shall have the power to discontinue a sub-committee and to appoint a new sub-committee in its place.

Rule 20. General Meetings of The Society:

- i. The general meetings of The Society shall be of three types as given below: the Annual General Meeting, Special General Meetings summoned upon the decision of the President and Ordinary General Meetings.
 - (a) The reading of the Annual Report by the General Secretary and the Annual Financial Report by the Treasurer and their confirmation by the general meeting and the elections of the Executive Council for the New Year are items on the agenda of this meeting.
 - (b) The agenda for a Special General Meeting includes amendment of, rescinding of, addition to, the rules of The Society.
 - (c) The agenda of a Special General Meeting which has been summoned by the President at the written request of not less than 25 members of The Society for the purpose of arriving at a decision on a special subject shall be limited to that subject.
 - (d) The agenda of Ordinary General Meeting summoned at the wish of the President or the Executive Council shall contain subjects that are to be discussed at such meetings.
- ii. The Annual General Meeting shall be held prior to the 31st of August.
- iii. The President of The Society shall preside at all general meetings. In the unavoidable absence of the President of The Society, a member of the Elders' Council elected by the meeting shall preside over the meeting.
- iv. The quorum for all general meetings shall be fifty members or a number of members equal two thirds of the membership.
- v. Members of all categories shall be entitled to attend those meetings and participate in the proceedings.
- vi. Fourteen days notice to members shall be required for convening general meetings.

Rule 21. Funds of The Society:

- i. The Society shall have a fund of its own.
- ii. This fund shall consist of:
 - (a) membership fees and monies received as donations,
 - (b) money granted as aid by the Lanka Jathika Sarvodaya Shramadana Sangamaya,

- (c) aid received from the government or local bodies or other non-governmental national organisations,
- (d) income derived from movable or immovable properties belonging to The Society, and
- (e) income from other national sources.

iii. The following expenses shall be met from these funds:

- (a) expenses incurred under the heading of the business of the Executive Council and the maintenance of its services,
- (b) payment of allowances to employees of The Society,
- (c) travelling and subsistence allowances to the officials and other volunteers to meet the expenses they incur in attending to any business of The Society,
- (d) expenses incurred on postage, telegrams, telephone-calls, stationery and printing,
- (e) payment to charity out of a sum set apart by the Executive Council for such purposes,
- (f) fees to auditors,
- (g) purchase of office equipment and other goods.

iv. All moneys received by The Society shall be deposited in an account to the credit of the _____ Sarvodaya Shramadana Society in a bank decided upon by the Executive Council of The Society and cheques shall be signed by two office-bearers of The Society one of whom shall be the Treasurer whilst the other shall be either the President or the General Secretary.

v. A sum not exceeding Rs. _____ may be kept with the Treasurer to meet any exigencies.

Rule 22. Right to Examine Books, Letters and Files of The Society:

Any member of The Society shall have the right to examine the books, letters and files of The Society provided a written request is made at least three days in advance.

Rule 23. Audit:

The Executive Council shall appoint auditors who have been approved by the Registrar of Societies for the purpose of examining the accounts of the Society.

Rule 24. Power to Sue and to be Sued:

The Society shall have the power to sue and it is also subject to be sued. On such occasions the President and the General Secretary shall have the authority to represent The Society. The Executive Council shall also have the power to nominate some other member of the Executive Council to appear on behalf of The Society.

Rule 25. Financial Year of The Society:

The financial year of The Society shall be the period of twelve calendar months commencing on the 1st day of April.

Rule 26. Property of The Society:

The Society shall have the power to receive, to hold and to use for achieving the objects of The Society, any movable or immovable property that it may hold by right of purchase, grant, gift, relevant aid, testamentary disposition or otherwise, and subject to the rules for the time being of The Society to sell, mortgage, lease, exchange or otherwise dispose of any movable or immovable property of The Society.

Rule 27. Seal of The Society:

The Society shall have the seal decided upon by the Executive Council and the General Secretary of The Society shall have custody of the seal. The seal shall not be affixed to any instrument whatsoever except in the presence of two office-bearers of The Society who shall sign their names on the instrument in token of their presence.

Rule 28. Amendment of Rules:

- i. The rules of The Society shall not be revised, rescinded or amended except at a Special General Meeting convened for that purpose and on the vote of not less than two thirds of the members present and voting in favour of the proposed amendment.
- ii. The amendments, revisions or deletions to these rules as approved by the Executive Council shall be proposed at the Special General Meeting by the General Secretary or in his absence by the person presiding at this meeting.

Rule 29. Interpretation of Rules:

In the event of any controversy that may arise in the interpretation of these rules, the General Secretary shall place the matter before the Executive Council and the interpretation by the Executive Council shall be final and binding and every member shall abide by this decision and act according to it.

Rule 30. Membership Conflicts:

In the event of any conflict between The Society and its members regarding the affairs or functions of The Society, the General Secretary shall submit for resolving such conflicts to the Executive Council and the decision upon it by the Executive Council shall be final and binding. Whilst this decision shall not be canvassed before any court of law, these members are bound to accept it and act accordingly.

Rule 31. Dissolution of The Society:

In the event of the dissolution of The Society for whatever reason, the officers for the time being of The Society namely, the President, the General Secretary and the Treasurer shall hand over all monies lying to the credit of The Society in any bank or banks and all movable and immovable property of The Society to the General Secretary and the Treasurer of the Lanka Jathika Sarvodaya Shramadana Sangamaya (Inc.) or to any person or persons that the said Lanka Jathika Sarvodaya Shramadana Sangamaya (Inc.) may nominate on its behalf for the purpose.

Rules of the Sarvodaya Shramadana Society of
.....village/town in
the..... GramaSevaka Division of
the..... Assistant Government Agents' Division in the
..... Electorate of the
..... District in the
..... Province.

adopted

at the inaugural General Meeting held at on the
..... 19.....

Certified by

.....
The President

.....
The Secretary

.....
The Treasurer

10 Members

1..... 6.....

2..... 7.....

3..... 8.....

4..... 9.....

5..... 10.....

ANNEXURE 4

Sarvodaya Women's Movement

We, the women members of the Lanka jathika Sarvodaya Shramadana Sangamaya who have dedicated our lives to the noble cause of building up a Sarvodaya Social Order both at national and Community level, do hereby with the concurrence of the Executive Council of the said Sangamaya, constitute ourselves as an organisation under the name "Sarvodaya Kulangana Sansadaya" (Sarvodaya Women's Movement) under the following rules :-

Name:

1 The name of the organisation shall be the "Sarvodaya Kulangana Sansadaya" (Sarvodaya Women's Movement) hereinafter referred to as the Movement.

General Office :

2 The General Office of the Movement shall be situated at premises No 25, De Soysa Road, Moratuwa. (Sawa Saha.)

General Objects :

3 The General objects of the Movement shall be :-

(a) to work unitedly towards the development of all people, particularly women, in Sri Lanka and the world in general, with no distinction of race, caste, class, creed or social status;

(b) to ensure the well-being of children everywhere and work towards their physical mental and spiritual growth;

(c) to initiate, promote, conduct and coordinate research, surveys and investigations regarding any aspect of Women's activities.

(d) to carry out pilot studies leading to the implementation of programmes based on such studies;

(e) to promote, encourage, co-ordinate and carry out long term planning and policy analysis in such aspects relating to women's activities as may be determined by the Executive Council of the movement;

(f) to publish reports, articles periodicals, papers, supplements, booklets and provide information and education with regard to any aspect of women's activities;

(g) to provide funds for the participation in seminars and workshops and supplementary scholarships organised by international institutions;

(h) to disseminate qualities of selfless service, self-denial, co-operation, self discipline and dignity of labour among the women and people of Sri Lanka;

(j) to encourage and develop specially among the youth, healthy views of social justice, equality, love of one's motherland, international sisterhood, peace and harmony among all mankind;

(i) to develop self confidence, co-operation and unity among urban and rural communities, and to evolve their interest and strength to bring about an integrated development in their spiritual, moral social and economic life; and

(k) to perform such other functions as may be necessary or conducive to the attainment of the objects set out in the preceding paragraphs.

Membership of the Movement:

4(1) Any woman who agrees to accept the objects of the movement and who is a member of the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangamaya or of a registered Sarvodaya Shramadana Society or of a Sarvodaya Mothers' Group shall be entitled to membership in the movement.

(2) All members of the movement shall be ordinary members. Ordinary members shall pay annually a sum of Rs. 15/- as their membership fee. Provided that female members of any religious order who are engaged in Sarvodaya Activities, may, with the approval of the Executive Council of the movement be granted honorary membership thereof.

(3) When the application for membership in the prescribed form accompanied by the membership fee referred to in paragraph (2) of this rule is received by the General Secretary, she shall submit such application to the Executive Council of the movement for approval. The Executive Council shall at its monthly meetings, decide on the granting of membership to such applicants.

(4) The Executive Council of the movement shall have all powers relating to admission to membership, refusal to grant membership, suspension of membership and removal from membership of the movement.

(5) In matters relating to disciplinary matters in connection with the membership, while the Executive Council of the movement shall not be obliged to give reasons for decisions taken on such matters to the Annual General Meeting of the movement or to any other party, it shall however place such decisions before the Annual General Meeting for ratification.

(6) No members shall be entitled to any benefit of a personal nature.

(7) Members of the movement who forfeit their membership by a decision of the Executive Council of the movement by resignation or for any

of membership.

(3) The General Secretary shall maintain a register of members, giving the names, category of membership, permanent address, date on which membership was granted, date on which a person ceased to be a member and any other relevant information that the General Secretary may consider necessary.

(4) The members of the Movement shall renew their membership each year by paying the prescribed membership fee before the 31st day of January each year.

Executive Council:

5.(1)a. The affairs of the movement shall be administered by an Executive Council consisting of 50 members.

For the purpose of this paragraph each Sarvodaya administrative district shall nominate one person to represent such district at the Executive Council.

b. The working committee may, from among the members of the movement appoint such number of members not exceeding 10, as is deemed expedient, to be invited members of the Executive Council. Although the invited members shall have all powers to participate in the proceedings of the Executive Council, they shall however not be entitled to vote at meetings thereof.

(2) Every member nominated under paragraph (1) shall hold office until the date of the next succeeding Annual General Meeting of the movement.

(3) Any member of the Executive Council may be removed from office on the ground of acting in contravention of the general objects of the movement by a majority decision taken at a meeting of the Executive Council. Any decision taken regarding such member shall be final.

(4) In the event of the vacation of office by a member of the Executive Council, by reason of death, resignation or otherwise, the Sarvodaya administrative district which nominated such member shall nominate another person to hold office for the unexpired period of the term of office of such member. Pending such nomination it shall be lawful for the Executive Council to administer the affairs of the movement.

(5) The Executive Council of the movement shall meet at least once in every three months and the quorum for any such meeting shall be 20 members.

(6) The President, Vice President, General Secretary, Assistant General Secretary and the Treasurer of the movement shall be elected by the

Executive Council at its first meeting.

(7) The President or in her absence any member elected by the Executive Council from among its members, shall preside at all meetings of the Executive Council.

Powers, functions and duties of the Executive Council:

6 The Executive Council of the movement shall exercise, perform and discharge the following powers, functions and duties:-

(1) The admission, suspension and expulsion of the members of the movement; the allocation of duties to, disciplinary control and removal of, officers and servants of the movement;

(2) The filling of any vacancy in the posts of office-bearers;

(3) The establishment of special committees when deemed necessary, the allocation of duties to and dissolution of such committee;

(4) The maintenance of all documents of the movement and their safe custody through the General Secretary;

(5) The maintenance of all documents, relating to the accounts, income and expenditure of the movement and their safe custody through the treasurer;

(6) The appointment of approved auditors under the Societies Ordinance for the purpose of auditing the accounts of the movement;

(7) The presentation of the Annual Statement of Accounts audited and certified by the Auditors at the General Meeting by the treasurer;

(8) The acquisition by purchase, gift donation or otherwise any movable or immovable property for the purposes of the movement and to utilise such properties for the realisation of its objects.

(9) The establishment of relationship between other local and international institutions having objects similar to that of the movement; and

(10) The summoning of special General Meetings through the General Secretary, in such circumstances as may be deemed necessary by the Executive Council.

Working Committee:

7(1) There shall be a working committee of the movement consisting of the President, Vice President, General Secretary, Assistant Secretary, and Treasurer referred to in rule 5 (6) and six other persons by the Executive Council from its members at its first meeting.

(2) The members referred to in rule 7 (1) shall hold office until the date of the next succeeding Annual General Meeting of the movement.

(3) The Working Committee shall meet at least once in every month or in circumstances as may be deemed necessary by the Executive Council. The President or in her absence, the Vice President shall preside at all meetings of the Working Committee.

(4) All matters referred to the Working Committee for determination shall be decided by majority vote and in the case of an equality of votes the President shall, in addition to her vote have a casting vote.

Powers of the Working Committee:

8(1) The Working Committee shall have full power and authority to implement the decisions taken by the Executive Council of the movement at its meetings and to exercise such other powers and to discharge and perform such other functions and duties as may be conferred or imposed on, or assigned to, the Working Committee by the Executive Council of the movement from time to time.

(2) In the exercise and performance of the powers and functions conferred or imposed on, or the discharge of the duties assigned to the Working Committee under this rule, the Working Committee shall have full power to make its own decisions.

(3) The Working Committee shall report to the Executive Council of the movement in the manner in which its decisions were implemented and the decisions taken in the exercise, performance and discharge of the powers, functions and duties conferred on or assigned to it by the Executive Council, of the movement.

The President:

9(1) The President shall -

- (a) Supervise and direct all activities of the movement;
- (b) Present the decisions taken by the Executive Council of the movement for implementation by the Working Committee;
- (c) issue, on behalf of the Executive Council of the Movement such other directions as may be deemed necessary in the circumstances; and
- (d) preside at all meetings of the Executive Council.

The General Secretary:

(2) The General Secretary shall -

(a) Summon all annual and special General Meetings and meetings of the Executive Council; keep minutes of the General Meetings and Executive Council Meetings; sign documents on behalf of the movement and perform such other functions as may be assigned to her by the Executive Council or the President;

(b) keep in safe custody the seal, deeds and other documents of the movement; and

(c) submit to the Registrar of Societies particulars relating to the members of the movement and such other particulars as may be deemed necessary by the said Registrar on or before 31st December each year.

The Treasurer:

(3) The Treasurer shall-

(a) keep in safe custody all monies belonging to the movement and disburse such monies in such manner as may be directed by the Working Committee in concurrence with the Executive Council;

(b) maintain proper accounts of all monies received and disbursed;

(c) keep necessary inventories and documents of all property, movable or immovable, belonging to the movement;

(d) deposit all monies belonging to the movement in such approved Bank or Banks Insurance Company, Savings Account or other Financial Institution, as may be determined by Executive Council and utilize such monies for the purpose of the movement; and

(e) cause the Annual Statement of Accounts and report of the assets belonging to the movement to be audited by an approved Auditor or Auditors and present such Statements of Accounts and the report of the assets to Executive Council for approval and submit same to the Registrar of Societies prior to the date of the Annual General Meeting each year.

General Meeting of the Movement:

10 (1) there shall be three categories of General Meetings to viz-

(a) Annual General Meetings;

(b) Special General Meetings summoned at the instance of a decision of the Executive Council or by the President of the movement; and

(c) Ordinary General Meetings.

(2) A Special General Meeting may be summoned on a decision of the Executive Council of the movement or by the President when it is deemed expedient to amend or add to the rules or when it is necessary to take a decision on any matter of national importance.

(3) An Ordinary General Meeting may be summoned by the President for the purpose of deciding upon any matter in issue, on a request made in writing to the President by not less than ten members of the movement.

(4) The Annual General Meeting shall be held prior to the 31st day of August each year. At the Annual General Meeting the General Secretary shall present the Annual Services Report of the preceding year and the Auditors report and statement of Accounts duly audited by the Auditors shall be presented by the Treasurer. The Executive Council for the coming year shall be elected at the Annual General Meeting.

(5) The President or in the absence of the President for any reason the Vice President and in the absence of both the President and the Vice President any other member of the movement elected by the members present, shall preside at any General Meeting of the movement.

(6) The Quorum for an Annual General Meeting shall be fifty members and the quorum for any Special General Meeting or an ordinary General Meeting shall be twenty five members.

(7) All General Meetings shall be open to every member of the movement and 14 days prior notice of any General Meeting shall be given to every such member.

Fund of the Movement

11.(1) The movement shall have a Fund to which shall be credited:

a) all monies received by the movement by way of subscriptions and donations;

b) grants made by the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangamaya;

c) assistance given by the Government or local government institutions or non-governmental institutions;

d) assistance derived from foreign sources; and

e) income derived from the movable and immovable properties belonging to the movement.

(2) There shall be paid out of the Fund -

(a) all expenses incurred by the Executive Council of the movement in the administration of the affairs of the movement;

(b) the allowances paid to the staff and other voluntary workers of the movement;

(c) all incidental expenses incurred such as cost of postage, telegrams, telephone, stationery and printing; and

(d) expenses required in the purchase of office and other equipment.

(3) All monies received by the movement shall be deposited in the name of the "The Sarvodaya Women's Movement" in any Bank or Banks, Insurance Company, Savings Account or other Financial Institution, approved by the Executive Council and the cheques for the withdrawal of such monies shall be signed by the Treasurer and President or the General Secretary.

(4) The financial year of the movement shall be the twelve months commencing from the first day of April each year.

Interpretation of Rules:

12. In the event of any dispute as to the interpretation of any of the rules herein contained such dispute shall be referred to the Executive Council through the General Secretary and the decision of the Executive Council thereon shall be final. Every member shall be bound by and act in accordance with such decision.

Dissolution of the Conference

13. Where a situation which warrants a dissolution of the committee arises for any reason whatsoever, all properties, moveable and immovable belonging to the movement including monies deposited in any Bank or Banks, Insurance Company, Savings Account or Financial Institution in the name of the movement shall vest in the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangamaya.

Rules of the Sarvodaya Women's Movement adopted at the inaugural General Meeting of the Conference held on Saturday the 17th of January 1987 at Sarvodaya Headquarters No. 98, Rawakawana Road, Moratuwa.

General Secretary

President

ANNEXURE 5

RULES OF THE SARVODAYA SUWASETHA SEWA SOCIETY LTD.

PREAMBLE

We, the undersigned who up to now have carried out all activities of the Committee of Management appointed by the Executive Council of the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangamaya as a special service committee of the said Sangamaya in pursuance of the powers vested in it under Rule 13 of the Rules of the said Sangamaya, under the name and style of "The Sarvodaya Suwasetha Sewa Society Ltd", do hereby constitute ourselves as a Society, in accordance with the decision of the said Executive Council, under the following rules.

Rule 1. Name:

The name of the Society shall be "The Sarvodaya Suwasetha Sewa Society Ltd." hereinafter referred to as the "Society".

Rule 2. Symbol:

The Symbol of the Society shall be a light crimson coloured blossomed Lotus in clasped hands.

Rule 3. Motto:

The Motto of the Society shall be "Let us create with compassion the blessing of health".

Rule 4. Flag:

The Society shall have a flag comprising of a light Crimson coloured blossomed Lotus and the motto of the Society.

Rule 5. General Office of the Society:

The General Office of the Society shall be at premises No. 65, De Soysa Road, Moratuwa.

Rule 6. General objects:

- I. to perform all services to the maximum in respect of children who require assistance.
- II. to maintain all Suwasetha Homes established by the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangamaya and to commence new services when necessary for the children and other persons.
- III. to organize and maintain on an Island wide basis such Institutional and Community based rehabilitation services as may be necessary in respect of all categories of disabled persons.

- IV. to volunteer and provide First aid services, health services and relief services and engage in rehabilitation activities at national or Community Level in times of Social distress such as cyclones, floods, earth slips and other Social Calamities.
- V. to organize the activities of the Society in accordance with the General objects and principles of the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangamaya and to act in close collaboration with the Executive Council of the Sangamaya and with other Sarvodaya Organizations and services; and
- VI. to perform all services of the Society irrespective of any differences such as caste, creed, race, religion or party.

Rule 7. Membership:

- I. Any person who desires to serve voluntarily for the purpose of the attainment of the objects of the Society, may obtain ordinary membership of the Society by paying a subscription of Rs. 100/- annually.
- II. Any person who pays a sum of Rs. 500/- in one payment may obtain life membership of the Society.
- III. When the application for membership in the prescribed form accompanied by the subscription is received by the General Secretary, the Executive Council of the Society shall decide at its monthly meeting, the granting of membership to such applicant.
- IV. The Executive Council of the Society shall have all powers for the admission to membership, refusal to grant membership suspension of membership and removal from membership of the Society.
- V. In matters pertaining to disciplinary matters with regard to membership, while the Executive Council of the Society shall not be obliged to give reasons for decisions taken on such matters to the Annual General Meeting of the Society or to any other party, it shall however place such decisions before the Annual General Meeting for ratification.
- VI. No member shall be entitled to any benefit of a personal nature.
- VII. Members of the Society who forfeit their membership by a decision of the Executive Council of the Society, by resignation or by any other means, shall not be entitled to claim a refund of any subscription or donation they have paid to the Society during their period of membership.
- VIII. The General Secretary shall maintain a register of membership giving their names, category of membership permanent address, date on which membership was granted, date on person ceased to be a member and any other relevant information that the

General Secretary may consider necessary.

- IX. The minimum number of members in the Society shall be 25 and the said number may be increased with the passage of time.
- X. *Ordinary members of the Society shall renew their membership for each new Calendar year by paying the prescribed membership fee before the 31st day of January of each year.*

Rule 8 Executive Council:

- I. All activities of the Executive Council, shall be administered by an Executive Council not exceeding 15 members elected at the Annual General Meeting of the Society consisting of at least 7 members to represent each grade of membership.
- II. Any member of the Executive Council may be removed from his office on the ground of acting in contravention of the general aims and objects of the Society, by a majority at any General Meeting. Any decision taken at such General Meeting in connection with the said member shall be final.
- III. The Executive Council of the Society shall meet at least once a month. The quorum for a meeting of the Executive Council shall be seven members.
- VI. The President, General Secretary and the Treasurer of the Society shall be elected by the Executive Council from among the 15 members of the Executive Council.
- V. The President, General Secretary and the Treasurer shall have the power to take decisions in all matters relating to the General Administration of the Society.
- VI. The President or in his absence any member elected by the Executive Council from among its members, shall preside at all meetings of the Executive Council.

Rule 9. Powers, Duties and Functions of the Executive Council

The Executive Council of the Society may exercise and discharge the following powers, duties and functions:

- I. The admission, suspension and expulsion of the members of the Society, the allocation of duties to disciplinary control and removal of officers;
- II. The filling of any vacancy in the posts of office-bearers other than the post of President, General Secretary and Treasurer;
- III. The establishment of special committees when deemed necessary, allocation of duties to and the dissolution of such committees;
- IV. The maintenance of all documents of the Society and their safe custody through the General Secretary;

- V. The maintenance of all documents relating to the accounts, income and expenditure of the Society and their safe custody through the Treasurer;
- VI. The appointment of approved auditors under the Societies Ordinance for the purpose of auditing the accounts of the Society;
- VII. The presentation of the Annual Statement of Accounts audited and certified by the said auditors at the General Meeting;
- VIII. The acquisition by way of donations, purchase or otherwise of lands, buildings, equipment or money for the benefit of the Society and use such lands, buildings and equipment and invest such monies for the realisation of the objects of the society;
- IX. The establishment of relationships with the Lanka Jathika Sarvodaya Shramadana (Incorporated) Society, its affiliated institutions, Sarvodaya Shramadana Societies and other governmental and non-governmental provincial officials;
- X. The The organisation and enforcement of such other projects as are in conformity with the objects of the Society;
- XI. Require the General Secretary to summon the Annual General Meeting and Special General Meetings of the Society; and
- XII. The appointment of management committees and managers in respect of the various Suwasetha Units, other project leaders in respect of various projects and for other purposes of the Society, the payment of allowances to such personnel their disciplinary control and removal.

Rule 10. The President.

The President shall -

- I. supervise and direct all activities of the Society;
- II. present the decisions taken by the Executive Council to the General Meeting; and
- III. issue on behalf of the Executive Council, directions to all management committees and employees to whom allowances are being paid.

Rule 11. The General Secretary

The General Secretary shall -

- I. summon all Annual and Special General Meetings and meetings of the Executive Council, keep minutes of the General Meetings and Executive Council meetings of the Society; sign documents on behalf of the Society and perform such other duties as are conferred on him by the Executive Council;

- II. keep in safe custody the seal, deeds and all other important documents of the Society; and
- III. submit to the Registrar of Societies particulars relating to the members of the Society, on or before first of each year.

Rule 12. The Treasurer

The Treasurer shall-

- I. keep in safe custody all monies belonging to the Society and disburse such monies in such manner as may be directed by the Executive Council;
- II. maintain proper accounts of all monies received and spent;
- III. keep necessary inventories and documents of all equipment and property belonging to the Society;
- IV. deposit all monies belonging to the Society in such approved bank as may be determined by the Executive Council and utilize such monies for the activities of the Society when necessary; and
- V. cause the Annual Statement of Accounts and the report of the Assets belonging to the Society audited by an approved auditor and present such statement of accounts and the report of the assets to the Executive Council for approval and submit same to the Registrar of Societies before the date of the Annual General Meeting each year.

Rule 13. General Meeting of the Society

- I. There shall be three categories of General Meetings of the Society; to viz:
 - (a) Annual General Meetings;
 - (b) Special General Meetings summoned at the instance of a decision of the Executive Council or by the President of the Society, and
 - (c) Ordinary General Meetings.
- II. A Special General Meeting may be summoned on a decision of the Executive Council of the Society or by the President when it is deemed expedient to amend, revise or add to the rules or when it is necessary to take a decision on any matter of national importance;
- III. An Ordinary General Meeting may be summoned by the President for the purpose of deciding upon any matter in issue on a request made in writing to the President by not less than 15 members of the Society;
- IV. The Annual General Meeting shall be held prior to the 31st day of August each year. At the Annual General Meeting the General Secretary shall present the Annual Services Report for

the preceeding year and the Auditor's report duly audited by the Auditors shall be presented by the Treasurer. The Executive Council for the coming year shall be elected at the Annual General Meeting.

- V. The President or in the absence of the President for any reason any other member of the Society elected by the members present, shall preside at any General Meeting of the Society.
- VI. The Quorum for an Annual General Meeting and a Special General Meeting shall be 17 and 15 members respectively.
- VII. All General Meetings shall be open to every member of the Society and 14 days prior notice of any General Meeting shall be given to every such member.

Rule 14. Funds of the Society

- I. The Society shall have a Fund to which shall be credited.
 - (a) all monies received by the Society by way of subscriptions and donations;
 - (b) grants made by the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangamaya;
 - (c) assistance given by the government or local government institutions or other non-governmental local institutions.
 - (d) assistance derived from foreign sources; and
 - (e) income derived from the movable and immovable properties belonging to the Society.
- II. These shall be paid out of the Fund.
 - (a) all expenses incurred by the Society to maintain Suwa Setha Homes and other services and to commence new services;
 - (b) all expenses incurred by the Executive Council of the Society in the discharge of its functions and the performance of its services.
 - (c) the allowances paid to the staff and other voluntary workers of the society;
 - (d) all incidental expenses incurred such as cost of postage telegrams, telephone, stationery and printing; and
 - (e) expenses required in the purchase of office and other equipment.
- III. All monies received by the Society shall be deposited in the name of "The Sarvodaya Suwa Setha Society Ltd," in any Bank approved by the Executive Council and the cheques for the withdrawal of such monies shall be signed by the Treasurer

and President or the General Secretary.

- IV. The financial year of the Society shall be the twelve months commencing from the first day of April each year.

Rule 20 Interpretation of Rules

In the event of any dispute as to the interpretation of any of the rules here in contained, such dispute shall be referred to the Executive Council through the General Secretary and the decision of the Executive Council thereon shall be final. Every member shall be bound by and act in accordance with such decision.

Rule 21 Dissolution of the Society

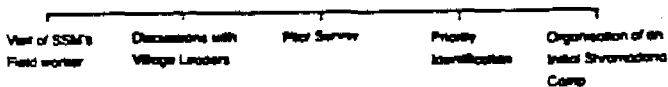
Where a situation which warrants a dissolution of the Society arises for any reason whatsoever, all properties, movable and immovable belonging to the Society, including monies deposited in any bank in the name of the Society, shall vest in the Lanka Jathika Sarvodaya Shramadana (Incorporated) Sangastaya.

Rules of the Sarvodaya Sewasetha Sewa Society Ltd., adopted at the inaugural General Meeting of the Society held on the day of 1985 at

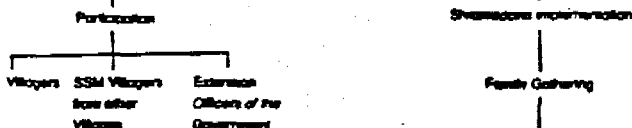
General Secretary

President

1. Request from the Village



2. Introductory Shramadana Camp



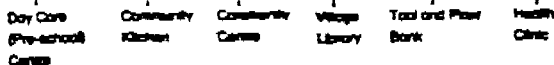
3. Group Formation



4. Training



5. Establishment of Children's Service Centres



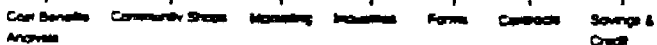
6. Statisticalization of the Ten Basic Human Needs Progression



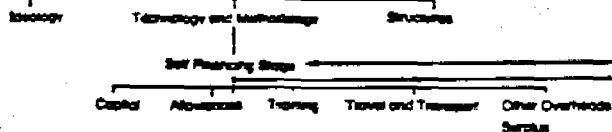
7. Establishment of Structured Shramadana Society



8. Income and Employment Generation



9. Self-Sufficiency



10. Supporting Other Committees



I
II
III
IV
V

ANNEX 2

1.5.2.1 Moratuwa (cash)

SRTS: Income - Expenses 1990

Month	Income		Expenses					Balance
	Transfer	Various	Allowan.	Transp.	Office	Training	Various	
-	-	-						10,448
Jan	23,750		20,470	487	25		8,141	5,075
Feb	54,570		13,620	90	744	30,744		14,447
March	22,980	3,011	16,380	286				23,772
April	27,980		21,580	3,101			111	26,960
May	22,480		15,980	25	4,390		240	28,805
June	20,200		21,020	5,576	247		4,389	17,773
July	19,040		19,040	11,750	1,428			4,595
Aug	70,000		19,680	8,936	2,867		227	42,885
Sep			20,320	6,743	5,695		848	9,279
Oct	31,638		21,638	12,465	3,457		16	3,341
Nov	51,638		23,843	7,416	4,338		1,198	18,184
Dec	56,988		19,720	19,988	18,517		197	16,750
TOTAL	401,264	3,011	233,291	76,863	41,708	30,744	15,367	16,750
B u d g e t 1990			240,000	240,000	40,000	50,000	20,000	
<i>spent in % of budget</i>			<i>97</i>	<i>32</i>	<i>104</i>	<i>61</i>	<i>77</i>	

Remarks: Gratuity payments of Rs. 4'950 included in allowances

ANNEX 3

1.5.2.2 Districts (incl. Summary)

District: *Anuradhapura East*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			156,201
Jan	-	300	6,155	84,985	10,002	55,359
Feb	7,625	6,300	8,485	6,495	15,732	38,572
March	60,000	(2,060)	4,365	42,775	1,604	47,768
April	-	-	9,670	5,725	2,126	30,247
May	70,000	4,150	-	14,050	2,204	88,143
June	30,000	-	15,530	35,326	1,667	65,620
July	13,625	-	5,500	49,350	7,893	16,502
Aug	120,000	-	5,720	43,528	423	86,831
Sep	-	6,000	6,040	71,982	3,395	11,414
Oct	100,000	-	6,825	61,020	8,367	35,202
Nov	90,000	-	7,216	60,309	2,006	55,671
Dec	10,000	21,934	15,519	54,642	-	17,444
TOTAL	501,250	36,624	91,025	530,187	55,419	17,444
B u d g e t 1990			93,000	320,000	20,000	
<i>spent in % of budget</i>			<i>98</i>	<i>166</i>	<i>277</i>	

Remarks: - Gratuity payments of Rs. 11'384 included in allowances
 - Rs. 2'060 unpaid allow. incl. as negative income under Various

District: *Anuradhapura West*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			5,925
Jan	-	-	-	-	53	5,872
Feb	55,261	-	20,560	-	7,567	33,006
March	95,000	42,749	10,560	11,650	16,502	132,043
April	9,980	3,100	8,480	26,215	44,607	65,821
May	-	-	-	21,180	1,383	43,258
June	13,960	-	10,760	13,465	3,661	29,332
July	-	-	-	11,109	1,118	17,105
Aug	40,000	-	9,470	15,355	4,765	27,515
Sep	-	-	5,380	12,656	2,833	6,646
Oct	6,170	-	5,993	5,275	809	739
Nov	210,053	-	5,985	56,388	1,793	146,626
Dec	25,000	47,280	47,280	82,329	2,814	86,483
TOTAL	455,424	93,129	124,468	255,622	87,905	86,483
B u d g e t 1990			109,000	280,000	20,000	
<i>spent in % of budget</i>			<i>114</i>	<i>91</i>	<i>440</i>	

Remarks: - Gratuity payments of Rs. 57'855 included in allowances
 - Rs. 42'349 had to be written off in April (incl. in Various)

District: **Badulla**

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			138,774
Jan	130,000		18,520	46,672	2,274	201,308
Feb	119,555		18,785	43,306	30,670	228,102
March	50,000	9,944	18,835	42,051	5,429	221,731
April	42,955	16,393	40,155	16,721	12,745	211,458
May	20,735	21,053	17,705	23,403	9,458	202,680
June	33,756	36,129	65,035	52,681	5,234	149,615
July	76,043	50,220	14,765	107,989	27,844	125,280
Aug	150,000	26,553	11,240	116,476	23,862	150,255
Sep	32,596	258	12,803	143,439	4,240	22,627
Oct	218,891	4,881	14,771	131,322	5,129	95,177
Nov	197,615		14,815	75,586	17,803	184,588
Dec	310,628	70,709	64,195	361,116	67,837	72,777
TOTAL	1,382,774	236,140	311,624	1,160,762	212,525	72,777
B u d g e t 1990			244,000	780,000	34,000	
<i>spent in % of budget</i>			<i>128</i>	<i>149</i>	<i>625</i>	

Remarks: - Gratuity payments of Rs. 82'775 included in allowances
 - Rs. 200'000 transf. from N'Eliya District Account in October

District: **Colombo West**

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			9,462
Jan	6,845	1,060	5,545	5,009	1,289	5,524
Feb	100,000		12,945	39,224	1,706	51,649
March	40,000		6,645	50,286	1,131	33,587
April	12,645		7,145	23,755	697	14,635
May	50,000		6,845	45,514	1,055	11,221
June	65,000		3,850	600	533	71,238
July	6,380		6,580	5,025	959	65,054
Aug	100,000	5,140	3,690	116,255	537	49,712
Sep	6,060		3,850	32,900	4,649	14,373
Oct	130,000		4,460	1,430	1,755	136,728
Nov	10,080	4,375	4,460	83,923	4,307	58,493
Dec	60,000	26,235	26,235	19,835	2,305	96,353
TOTAL	587,010	36,810	92,250	423,756	20,923	96,353
B u d g e t 1990			99,000	630,000	34,000	
<i>spent in % of budget</i>			<i>93</i>	<i>67</i>	<i>62</i>	

Remarks: - Gratuity payments of Rs. 34'605 included in allowances

District: *Galle*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			104,032
Jan	-	(2,760)	7,465	8,306	1,685	83,816
Feb	40,000		9,575	40,982	2,554	70,705
March	17,463		11,025	5,470	1,408	70,265
April	70,000		20,025	45,418	1,492	73,330
May	12,085		10,485	38,634	6,657	29,639
June	80,000	6,000	20,785	22,960	1,574	70,320
July			5,100	30,185	1,457	33,578
Aug	130,000	5,100	16,050	59,711	1,577	91,340
Sep	11,040		8,885	2,648	1,625	89,222
Oct	37,574		9,440	100,729	1,482	15,145
Nov	160,000		9,440	53,853	1,852	110,000
Dec	20,000	3,990	13,510	85,342	2,141	32,997
TOTAL	578,162	12,330	141,785	494,238	25,504	32,997
B u d g e t 1990			138,000	450,000	20,000	
<i>spent in % of budget</i>			<i>103</i>	<i>110</i>	<i>128</i>	

Remarks: - Gratuity payments of Rs. 14'390 included in allowances
 - Rs. 2'760 unpaid allow. incl. as negative income under Various

District: *Gampaha*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			118,228
Jan	-		4,300	3,295	1,602	109,031
Feb	11,540	(3,520)	10,740	59,178	784	46,349
March	30,000	14,310	4,860	56,093	1,270	28,436
April	12,760		16,320		108	24,768
May	6,280		4,680	17,880	550	7,938
June	150,000	1,000	4,860	31,244	6,271	116,563
July	6,150	10,150	4,550	73,014	8,110	47,189
Aug	110,000		5,080	65,714	1,207	85,188
Sep		1,740	5,760	37,748	2,548	40,872
Oct	8,205	6,450	6,605	28,741	2,796	17,385
Nov	140,000	5,180	27,975	23,791	1,315	109,484
Dec	10,000	23,259	26,470	73,938	2,514	39,821
TOTAL	484,935	58,569	122,200	470,636	29,075	39,821
B u d g e t 1990			82,000	440,000	20,000	
<i>spent in % of budget</i>			<i>149</i>	<i>107</i>	<i>145</i>	

Remarks: - Gratuity payments of Rs. 44'375 included in allowances
 - Rs. 3'520 unpaid allow. incl. as negative income under Various

District: *Hambantota*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			88,552
Jan	3,640		2,640	7,151	1,025	81,376
Feb	6,890		6,090	29,806	1,165	51,205
March	4,240		2,940	18,111	1,110	33,284
April	5,400		5,400	2,491	516	30,277
May						30,277
June						30,277
July						30,277
Aug						30,277
Sep						30,277
Oct						30,277
Nov						30,277
Dec						30,277
TOTAL	20,170	0	17,070	57,559	3,816	30,277
B u d g e t 1990			14,000	240,000	5,000	
<i>spent in % of budget</i>			<i>122</i>	<i>24</i>	<i>76</i>	

Remarks: - Gratuity payments of Rs. 6'750 included in allowances
 - Final balance of Rs. 30'277 not yet transferred

District: *Kandy*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			202,110
Jan		118,069	25,085	190,455	36,769	67,870
Feb	45,374	267,328	33,800	185,570	5,894	155,308
March	36,840	172,463	37,070	77,944	25,595	224,002
April	45,710	135,433	36,860	29,875	11,564	326,846
May	27,160	30,000	23,660	131,443	5,767	223,136
June	27,160	90,441	23,660	132,739	6,929	177,409
July	18,035	169,000	14,535	94,045	2,496	253,368
Aug	120,000	83,610	15,375	170,918	6,153	264,532
Sep		100,757	16,675	79,629	109,632	159,353
Oct	150,000	349,033	17,704	35,311	9,836	595,535
Nov	59,968	1,133	17,704	72,131	9,755	557,046
Dec	25,000	92,311	101,025	127,891	517	444,924
TOTAL	555,247	1,609,578	363,153	1,327,951	230,907	444,924
B u d g e t 1990			312,000	780,000	42,000	
<i>spent in % of budget</i>			<i>116</i>	<i>170</i>	<i>550</i>	

Remarks: - Gratuity payments of Rs. 104'371 included in allowances

District: *Kegalle*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			166,713
Jan		200	12,505	10,058	1,945	142,405
Feb	20,975		18,685	8,454	1,204	135,037
March	14,985	1,000	13,385	10,877	2,461	124,299
April	20,835		19,385	19,840	1,252	104,657
May	13,910		12,310	31,977	1,662	72,618
June	113,604	12,000	33,360	109,880	8,736	46,246
July	40,000		6,875	21,881	2,517	54,973
Aug	120,000	39,598	7,205	37,007	40,552	129,807
Sep			7,685	4,870	1,002	116,250
Oct	10,460		11,560	20,098	1,699	93,353
Nov	181,337		8,560	148,251	1,434	116,445
Dec	2,560	12,235	20,855	54,225	2,176	53,984
TOTAL	538,666	65,033	172,370	477,418	66,640	53,984
Budget 1990			157,000	340,000	20,000	
<i>spent in % of budget</i>			110	140	333	

Remarks: - Gratuity payments of Rs. 32'335 included in allowances

District: *Kurunegala*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			148,797
Jan		3,300	4,800	66,984	3,851	76,462
Feb	20,300		18,300	53,969	2,112	22,381
March	80,000	(5,200)	5,100	42,283	3,011	46,787
April	100,000	4,500	10,900	31,270	6,079	103,038
May	6,359		4,759	30,703	1,683	72,252
June	7,050	5,000	5,450	59,485	1,999	17,368
July	80,000		3,860	84,500	6,299	2,709
Aug	160,000		4,170	105,643	2,261	50,635
Sep			4,650	39,755	1,566	4,664
Oct	70,000		5,181	65,801	2,059	1,623
Nov	130,000		5,251	67,663	6,593	52,116
Dec	109,981	10,490	15,871	94,961	6,913	54,842
TOTAL	763,690	18,090	88,292	743,017	44,426	54,842
Budget 1990			92,000	500,000	20,000	
<i>spent in % of budget</i>			96	149	222	

Remarks: - Gratuity payments of Rs. 24'490 included in allowances
 - Rs. 5'200 unpaid allow. incl. as negative income under Various

District: *Mahiyanganaya*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			67,753
Jan	40,000		10,670	4,111	896	92,076
Feb			5,480	19,278	375	66,943
March	40,000		5,480	30,505	648	70,310
April	50,000		8,480	27,091	12,782	71,957
May	6,780		5,180	12,166	1,719	59,672
June	8,780		14,280	710	1,944	51,518
July	4,690		3,090	10,719	1,946	40,453
Aug	70,000	25,000	3,310	13,198	32,716	86,229
Sep			3,630	35,648	1,574	45,377
Oct	4,930		6,943	20,374	2,650	20,340
Nov	260,000		3,370	133,134	3,211	140,625
Dec	66,000	12,150	15,520	151,395	49,934	1,926
TOTAL	551,180	37,150	85,433	458,329	110,395	1,926
Budget 1990			73,000	280,000	20,000	
<i>spent in % of budget</i>			<i>117</i>	<i>164</i>	<i>552</i>	

Remarks: - Gratuity payments of Rs. 20'550 included in allowances
 - Rs. 1'910 of final balance were transferred to Badulla, rest of Rs. 16.17 was kept in Mahiyanganaya SRTS bankaccount

District: *Matale*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			145,840
Jan		1,560	11,570	53,359	3,117	79,354
Feb	74,751		31,330	24,003	1,907	96,866
March	90,000		14,930	65,878	12,698	93,360
April	29,530	2,000	22,930	34,674	3,241	64,045
May	90,000		14,130	15,797	3,925	120,193
June	22,925	9,080	28,715	28,778	9,459	85,246
July	70,000		14,520	119,070	3,311	18,345
Aug	220,000		10,645	185,930	3,033	38,737
Sep	240,000		11,605	52,114	4,600	210,418
Oct	400,000	56,000	13,200	234,053	59,626	359,539
Nov	24,065		13,200	171,977	36,482	161,945
Dec	140,000	16,055	29,375	205,116	7,016	76,493
TOTAL	1,401,271	84,695	216,150	1,190,749	148,415	76,493
Budget 1990			206,000	790,000	36,000	
<i>spent in % of budget</i>			<i>105</i>	<i>151</i>	<i>412</i>	

Remarks: - Gratuity payments of Rs. 49'130 included in allowances
 - Rs. 5'180 unpaid allow. incl. as negative income under Various

District: **Matara**

Month	I n c o m e		E x p e n s e s			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			15,784
Jan	19,280	1,120	11,395	11,350	4,589	8,850
Feb	200,000		13,690	94,693	3,271	97,196
March	17,490	3,000	23,990	64,151	6,479	23,066
April	121,000	1,000	25,440	34,296	2,900	82,430
May			14,300	7,912	6,045	54,173
June	90,000	103,279	12,740	123,251	12,187	99,274
July	140,000	43,400	11,670	124,020	46,403	100,581
Aug	150,000	65,000	12,330	178,564	69,450	55,237
Sep		2,215	10,724	45,453	6,137	(4,862)
Oct	550,000		13,415	225,718	4,243	301,762
Nov	23,565	75,000	13,415	288,946	10,378	87,588
Dec	140,000	81,760	50,320	154,286	16,639	88,103
TOTAL	1,451,335	375,774	213,429	1,352,640	188,721	88,103
B u d g e t 1990			208,000	1,020,000	51,000	
<i>spent in % of budget</i>			<i>103</i>	<i>133</i>	<i>370</i>	

Remarks: - Gratuity payments of Rs. 56'870 included in allowances

District: **Nuwara Eliya**

Month	I n c o m e		E x p e n s e s			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			87,502
Jan	53,060	3,790	22,960	19,433	55,622	46,337
Feb	480,008	1,050	35,320	281,346	5,137	205,592
March	130,000	100,000	23,665	126,161	3,753	282,013
April		2,300	25,295	101,664	16,926	140,428
May	57,410	40,150	18,945	126,825	2,786	89,432
June	80,000	300	23,695	51,689	4,524	89,824
July	95,895		12,845	56,478	4,350	112,046
Aug	70,000	82,709	13,615	76,661	87,350	87,129
Sep			13,935	30,839	4,517	37,838
Oct	90,000	40,800	13,898	124,079	10,151	20,510
Nov	93,811	10,000	13,898	58,308	4,438	47,677
Dec	300,000	48,612	59,328	25,531	6,489	304,941
TOTAL	1,450,184	329,711	277,399	1,079,014	206,043	304,941
B u d g e t 1990			245,000	780,000	48,000	
<i>spent in % of budget</i>			<i>113</i>	<i>138</i>	<i>429</i>	

Remarks: - Gratuity payments of Rs. 62'910 included in allowances

District: *Po 1 Tonaruwa*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			90,478
Jan		2,300	2,755	42,568	733	46,722
Feb	14,695		3,365	22,012	848	35,192
March	4,665			540	1,318	37,999
April	30,000	2,000	20,920	6,440	1,887	40,752
May				4,225	2,975	33,552
June	9,670		6,470	22,224	993	13,535
July	20,000			10,270	1,367	21,898
Aug	100,000		8,710	33,216	1,820	78,152
Sep			4,785	16,712	3,896	52,759
Oct	150,000			28,255	1,670	172,834
Nov			4,595	47,033	2,011	119,195
Dec	7,255	24,200	28,795	16,904		104,951
TOTAL	336,285	28,500	80,395	250,399	19,518	104,951
B u d g e t 1990			64,000	320,000	20,000	
<i>spent in % of budget</i>			<i>126</i>	<i>78</i>	<i>98</i>	

Remarks: - Gratuity payments of Rs. 34'730 included in allowances

District: *Puttalam / Chilaw*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			114,691
Jan			7,795	72,380	6,273	28,243
Feb	22,415		20,116	24,074	1,996	4,472
March	120,000		9,434	90,669	8,588	15,781
April	70,000	2,000	12,755	57,665	2,918	14,443
May	40,000		8,905	35,728	5,307	4,503
June	80,000		8,905	21,395	2,730	51,473
July	150,000		9,730	86,079	17,576	88,088
Aug	140,000		8,655	127,316	6,366	85,751
Sep	80,000	15,075	31,525	50,336	4,764	94,201
Oct	180,000		11,250	59,934	5,555	197,462
Nov	57,759		12,720	100,527	40,741	101,233
Dec		6,943	18,540	49,594	9,602	30,440
TOTAL	940,174	24,018	160,330	775,697	112,416	30,440
B u d g e t 1990			143,000	540,000	48,000	
<i>spent in % of budget</i>			<i>112</i>	<i>144</i>	<i>234</i>	

Remarks: - Gratuity payments of Rs. 42'610 included in allowances

District: *Ratnapura*

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			165,486
Jan		2,215	10,910	76,484	41,133	39,174
Feb	50,000		21,440	23,494	1,333	42,907
March	27,695	1,000		29,975	1,532	40,095
April	37,695	1,000	24,080	12,743	872	41,095
May	49,095	23,430		51,750	21,696	40,174
June	60,000		420	29,619	22,405	47,730
July		21,000		30,742	1,176	36,812
Aug	130,000	90,710	840	35,123	87,195	134,364
Sep	37,087	37,087	420	44,617	39,092	124,409
Oct	10,833	2,085	56,253	45,263	883	34,928
Nov	118,728	3,255	9,233	37,500	2,269	107,909
Dec			29,383	23,874	1,860	52,792
TOTAL	521,133	181,782	152,979	441,184	221,446	52,792
Budget 1990			133,000	520,000	20,000	
<i>spent in % of budget</i>			115	85	1,107	

Remarks: - Gratuity payments of Rs. 16'140 included in allowances

Summary: Income - Expenses 1990 of SRTS Districts

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			1,826,327
Jan	252,825	131,154	165,070	702,600	172,857	1,169,779
Feb	1,269,389	271,158	288,706	955,884	84,255	1,381,481
March	858,378	337,206	192,284	765,419	94,537	1,524,825
April	658,510	169,726	314,240	475,883	122,712	1,440,226
May	449,814	118,783	141,904	609,187	74,872	1,182,860
June	871,905	263,229	278,515	736,046	90,846	1,212,587
July	720,818	293,770	113,620	914,476	134,822	1,064,257
Aug	1,930,000	423,420	136,105	1,380,615	369,267	1,531,690
Sep	406,783	163,132	148,352	701,346	196,070	1,055,837
Oct	2,117,063	459,249	197,498	1,187,403	118,710	2,128,538
Nov	1,756,981	98,943	171,837	1,479,320	146,388	2,186,917
Dec	1,226,424	498,163	562,221	1,580,979	178,757	1,589,548
TOTAL	12,518,890	3,227,933	2,710,352	11,489,157	1,784,092	1,589,548
Budget 1990			2,412,000	9,010,000	478,000	
<i>spent in % of budget</i>			112	128	373	

Remarks:

ANNEX 4

1.5.2.3 Ecofarming Nəlumkulama

SRTS: Income - Expenses 1990

Month	Income		Expenses			Balance
	Transfer	Various	Allowan.	Projects	Various	
-	-	-	<i>Balance December 31st 1989</i>			39,726
Jan		150	6,220	1,981	5,286	26,389
Feb	22,540	150	8,120	10,878	1,906	28,175
March	65,000		8,120	10,408	5,609	69,038
April	60,000		5,440	7,155	5,919	110,524
May				18,043	3,401	89,080
June	24,050	1,500	14,820	8,331	4,072	87,407
July	7,420		3,920	18,246	9,250	63,411
Aug	15,560		4,120	38,925	4,584	31,342
Sep		12,000	4,440	32,020	2,490	4,392
Oct	200,000		4,780	50,938	22,666	126,008
Nov	13,583			62,791	6,985	69,815
Dec *		56,947	56,947			69,815
TOTAL	408,153	70,747	116,927	259,716	72,168	69,815
B u d g e t 1990			90,000	350,000	60,000	
<i>spent in % of budget</i>			<i>130</i>	<i>74</i>	<i>120</i>	

Remarks: Gratuity payments of Rs. 56'947 included in allowances

ANNEX 5

1.5.3 Summary of expenses and budget control: January - December 1990

SARVODAYA RURAL TECHNICAL SERVICES

Month	Districts			Moratuwa			National						TOTAL
	Allowances	Proj. Helv.	Various	Allowan.	Transp.	Off./Var.	Investment	Training	Staff gen.	Various	Ecofarm.	Sarv.gen.	
January	165,070	702,600	172,857	20,470	487	8,166			13,200		13,487		1,096,337
February	288,706	955,884	84,255	13,620	90	744		30,744	14,250		20,904		1,409,196
March	192,284	765,419	94,537	16,380	286	0			17,160	105	24,137		1,110,388
April	314,240	475,883	122,712	21,580	3,101	111			290,930	350	18,514		1,247,421
May	141,904	609,187	74,872	15,980	25	4,630			1,180		21,444		869,222
June	278,515	736,046	90,846	21,020	5,576	4,636			85,091		27,223		1,248,953
July	113,620	914,476	134,822	19,040	11,750	1,428			164,822		31,416		1,391,374
August	136,105	1,380,615	369,267	19,680	8,936	3,094			42,442		47,629		2,007,767
September	148,352	701,346	196,070	20,320	6,743	6,543				263	38,950		1,118,587
October	197,498	1,187,403	118,710	21,638	12,465	3,473			30,684		78,384		1,650,254
November	171,837	1,479,320	146,388	23,843	7,416	5,536			37,423	52	69,776		1,941,592
December	562,221	1,580,979	178,757	19,720	19,988	18,714			264,600		56,947		2,701,926
HELV. dir.		264,000			3,835	64,750	911,310	12,343	169,713			2,235,891	6,363,767
TOTAL	2,710,352	11,753,157	1,784,092	233,291	80,698	121,825	911,310	43,087	1,131,495	770	448,811	2,235,891	24,156,703
Budget 1990 spent in %	2,600,000 104	10,800,000 109	750,000 238	330,000 71	365,000 22	54,000 226	394,000 231	700,000 6	750,000 151	1,000 77	500,000 90	2,400,000 93	19,644,080 123

Remarks: Under "Sarvodaya general" is included a contribution of 81'000 Rs. from HELVETAS towards a special project of Sarvodaya's "women Section".
The budget was adjusted during the year due to the higher exchange rate between Swiss Francs and Rupees; original overall budget was 17'112'000 Rs.

ANNEX 6

1.5.4 Balance Sheet

SARVODAYA RURAL TECHNICAL SERVICE

January - December 1990

Month	Cash Account Moratava			Bank Account SRTS			District Accounts			Third Party Account			Suspense Account		
	Income	Expenses	Balance	Income	Expenses	Balance	Income	Expenses	Balance	Income	Expenses	Balance	Income	Expenses	Balance
b / f	-	-	10,448	-	-	64,814	-	-	1,826,327	-	-	484,627	-	-	
January	23,750	29,123	5,875	1,160,000	1,160,741	64,073	383,978	1,040,527	1,169,779	309,137	100,000	693,764			0
February	54,570	45,198	14,447	950,000	940,658	73,415	1,540,547	1,328,844	1,381,481	100,000	100,000	693,764			0
March	25,991	16,666	23,772	1,100,000	1,105,620	67,795	1,195,584	1,052,240	1,524,825		150,053	543,711			0
April	27,988	24,792	26,968	400,000	410,065	57,730	828,236	912,835	1,440,226	250,076	100,000	693,787			0
May	22,480	20,635	20,805			57,730	568,597	825,963	1,182,860	106,755	70,000	730,542			0
June	20,200	31,232	17,773	950,000	936,751	70,979	1,135,134	1,105,407	1,212,587	200,000	80,000	850,542			0
July	19,040	32,218	4,595	3,935,395	3,076,604	30,270	1,014,508	1,162,918	1,064,257	200,000	164,000	886,542			0
August	70,000	31,710	42,885			30,270	2,353,420	1,885,987	1,531,690	336,141	3,000	1,219,683			0
September	0	33,606	9,279	900,000	879,173	51,097	569,915	1,045,768	1,055,837	200,000	390,059	1,029,624			0
October	31,638	37,576	3,341	2,400,000	2,362,870	88,227	2,576,312	1,503,611	2,128,538			1,029,624			0
November	51,638	36,795	18,184	1,304,500	873,856	518,871	1,855,924	1,797,545	2,186,917		300,000	729,624			0
December	56,988	58,422	16,750	1,445,746	1,321,756	642,861	1,724,587	2,321,957	1,589,548			729,624	361,907		361,907
Total	484,275	397,973	16,750	13,546,141	13,060,093	642,861	15,746,822	15,983,601	1,589,548	1,702,109	1,457,112	729,624	361,907	0	361,907

F I N A L
P R O J E C T R E P O R T
1991

Ref.No :

Name :

Type :

District :

Date of completion:

Location:

PREPARATION AND CHECKING OF FINAL REPORT

	<i>Designation</i>	<i>Name</i>	<i>Date</i>	<i>Signature</i>
<i>Prepared</i>	OIC / AIC			
<i>Approved</i>	ATA			
<i>Checked</i>	District Coord.			

1. GENERAL INFORMATION

- Construction works started on :
- Date of completion :
- Total construction period : months

2. SUMMARY OF COSTS

2.1 Cost Estimate (Project Proposal)

	<i>Constr. material incl. transport</i>	<i>Pipes, fittings</i>	<i>Salaries</i>	<i>Miscellaneous, tools, etc.</i>	<i>Contribution community</i>
Cost estimate					
Add. estimate 1					
Add. estimate 2					
					(= 1)
					(= 2)

Total Contribution Community (= 1)

Direct Project Expenses (DPE)(= 2)

Overhead (50% of DPE)

TOTAL PROJECT COSTS (approved estimates)

2.2 Project Expenses (actual, see last project ledger)

<i>Constr. mat. incl. transp.</i>	<i>Pipes, fittings</i>	<i>Salaries</i>	<i>Miscellane- ous</i>	<i>Contribution community</i>

Direct Project Expenses (DPE)

Overhead (50% of DPE)

Total Contribution Sarvodaya

TOTAL PROJECT COSTS (actual)

ANNEX A

TECHNICAL DETAILS OF GRAVITY WATER SUPPLY SCHEME

Completed Structures

- Number of standposts: nos (= 1)
- Storage tanks:
 - tank 1 m3
 - tank 2 m3
 - tank 3 m3
 - tank 4 m3
- Total storage volume m3
- Total length of PVC pipes: m
- Other structures:
.....
.....
- Protection zone: m2
- Number of beneficiaries people (= 2)
- Total cost of PVC pipes: Rs
- Direct Project Expenses (DPE) Rs
- Total Project Costs (TPC) Rs (= 3)
- Average cost per standpost (3 / 1) Rs
- Average cost per beneficiary (3 / 2) Rs

Attach a copy of the hydraulic calculations, including a situation plan of the completed project, to this Final Report !

Remarks:

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ANNEX C

TECHNICAL DETAILS OF LATRINE PROJECT

	<u>Planned</u>	<u>Completed</u>
- Type of latrines: - VIP nos nos
- Watersealed nos nos
- Others:		
.....	<u>..... nos</u>	<u>..... nos</u>
- Total number of latrines	nos	nos (= 1)
- Total number of beneficiaries		
	 nos (= 2)

Summary of costs of Latrines (DPE = Direct Project Expenses)
(TPC = Total Project Costs)

	<u>DPE</u>	<u>TPC</u>
- Total cost of latrines	Rs(= 3)	Rs(= 4)
- Average cost per latrine	Rs(3/1)	Rs(4/1)
- Average cost per beneficiary (4/2)		Rs
- Total nos of cement bags used nos	

- Remarks:

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ANNEX D

TECHNICAL DETAILS OF VARIOUS KINDS OF PROJECTS

Bridges / Culverts (Attach copies of designs!)

- Type of bridge / culvert:
 - Foot bridge
 - Motorable bridge
 - Suspension bridge
 - Culvert
- Span of bridge / culvert m (= 1)
- Width of bridge / culvert m (= 2)
- Number of beneficiariesnos (= 3)

Summary of costs of Bridges / Culverts (TPC = Total Project Costs)

- | | <u>TPC</u> |
|---|------------|
| - Total cost of bridge / culvert (= 4) | Rs |
| - Average cost of bridge / culvert per m ² (3/1*2) | Rs |
| - Average cost per beneficiary (4/3) | Rs |

- Remarks:

Various other projects (Attach copies of designs!)

- Give details (according to above) about financial and technical points of project

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