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அளவீட்டு அலகுகள், நியமங்கள் மற்றும் சேவைகள் திணைக்களம்  
MEASUREMENT UNITS, STANDARDS AND SERVICES DEPARTMENT

වෙළඳ අමාත්‍යාංශය  
வர்த்தக அமைச்சு  
MINISTRY OF TRADE



# 2020

Measurements for global trade

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செயலாற்று அறிக்கைகளும் ஆண்டு கணக்குகளும்  
PERFORMANCE REPORT AND ANNUAL ACCOUNTS

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## Message of the Director

Welcome to the 2020 Annual Report of the Department of Measurement Units, Standards and Services. The year 2020, despite the global epidemic, was a period of transition and progress in many of the objectives of the Department. We continue to innovate and strengthen all metrology-related activities in line with epidemiological health guidelines. We streamlined our actions and operations and that commitment contributed to strong physical and financial progress. Our vision is to provide accurate and reliable measurements for a well-protected consumer community. We are currently a department with annual earnings of approximately Rs. 450 million and a disciplined staff of over 250.

As in any other country, Sri Lanka's measurement system has three levels: scientific metrology, industrial metrology and legal metrology. The Department of Measurement Units, Standards and Services (MUSSD) is the National Institute of Metrology in Sri Lanka and all three levels are grouped into this same institute. The MUSSD plays the role of a central metrology authority and is empowered to coordinate scientific metrology and legal metrology as well as industrial metrology. Establishment, maintenance and extension of National Measurement Standards in Sri Lanka are carried out by the National Measurement Laboratory established under the Department of Measurement Units, Standards and Services.

In 2009, the top management of the Department of Measurement Units, Standards and Services decided to construct a new building complex to house the National Metrology Laboratory, the Legal Metrology Division and the Administrative Building to implement Act No. 35 of 1995. It is the most important scientific decision ever taken to strengthen the metrology infrastructure in Sri Lanka and by 2016 we were able to make it a reality. At present, as the highest metrology authority in Sri Lanka, the Department of Measurement Units, Standards and Services maintains and establishes national measurement standards in line with international standards, and manufactures measurement-based regulatory and service activities to uplift the living standards of Sri Lankans. ensures justice and fairness for merchants, measurements and other service providers and customers.

The Government of Sri Lanka has presented a National Strategic Plan entitled 'Vision of Prosperity' consisting of nine sectoral strategies aimed at achieving national goals. After taking a closer look at the global situation and the current situation in various socio-economic sectors, we have been able to identify the vital structural changes that need to be made in each of these sectors. We recognize that metrology plays a vital role in strategies for a “people-centered economy” in line with the United Nations Sustainable Development Goals. Accordingly, we will pay special attention to revive the food sector in the economy at the height of the Covid-19 epidemic and will continue to do so to ensure the credibility of Sri Lanka's internal trade.

We are proud of our achievements this year and they will be reflected in this Annual Report.



S.N. Akuranthilaka

Director of Measurement Units, Standards & Services.

# Chapter 01

## **Institutional Profile/Executive Summary**

## Measurements Units, Standards and Services Department

### Performance Report and Annual Accounts - 2019

The aim of this report is to present the basic policy, projects and programs of Measurement Units, Standards & Services Department (MUSSD) which have been implemented and to report the progress of the department in the year 2019.



# 1. Introduction

## 1.1 The Department and Its Functions

Measurement Units, Standards and Services Department (MUSSD) was established under the Measurement Units, Standards and Services Act No. 35 of 1995. MUSSD functions under the purview of ministry of Industry and Commerce, Resettlement of Protracted Displaced Person Co – operative Development and Vocational Training & Skills Development.

MUSSD has moved to the Science Center of Tech City in Mahenawatta, Pitipana, Homagama in December 2015 from a land situated in Colombo 05 (area of 135 perches ) due to insufficiency building and land space to accomplish the national requirements and the future developments of the field of Metrology.

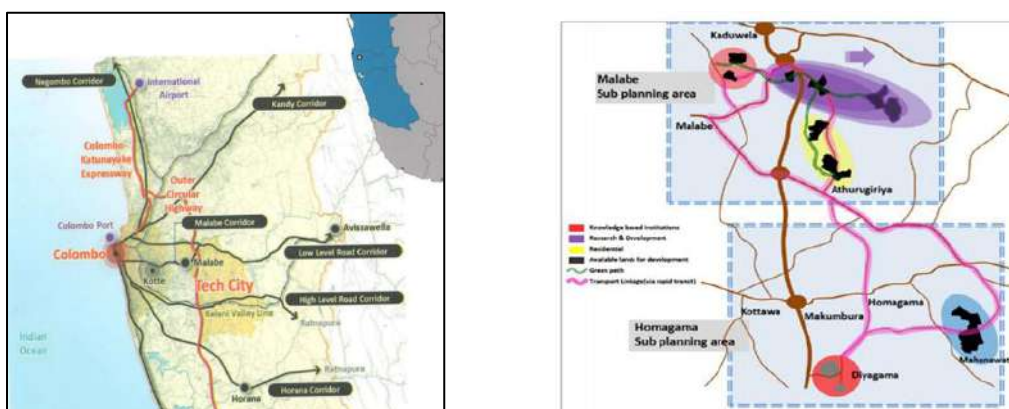


Figure 1: Location of Tech City (Source: Innovation hub of Asia- Tech City Sri Lanka Western Region Tech City Development Project)

The department is responsible for, providing accurate and reliable measurement procedures and metrology services, safeguarding the interests of the consumer by implementing the law

and regulations of the act, maintaining and updating the National Measurement Standards in conformity with the international measurement system.

Each country in the world has a special establishment responsible to realize National Measurement system and establish, maintain and disseminate the national measurement standards. It is generally called National metrology Institute (NMI). MUSSD bears the responsibilities of the NMI in Sri Lanka. Establishment, maintenance, and dissemination of national measurement standards in Sri Lanka are done by the National Measurement Laboratory (NML) established under the department. Moreover, various calibrations and verification services for measuring instruments used in fields such like industry, engineering, environment, health protection, road safety etc; are provided by MUSSD.

Further, the recommendations of International Organization of Legal Metrology (OIML) are followed in legal metrological activities. Pattern approval of electronic and mechanical weighing and measuring instruments, initial and annual verification of such instruments are being done according to those recommendations.

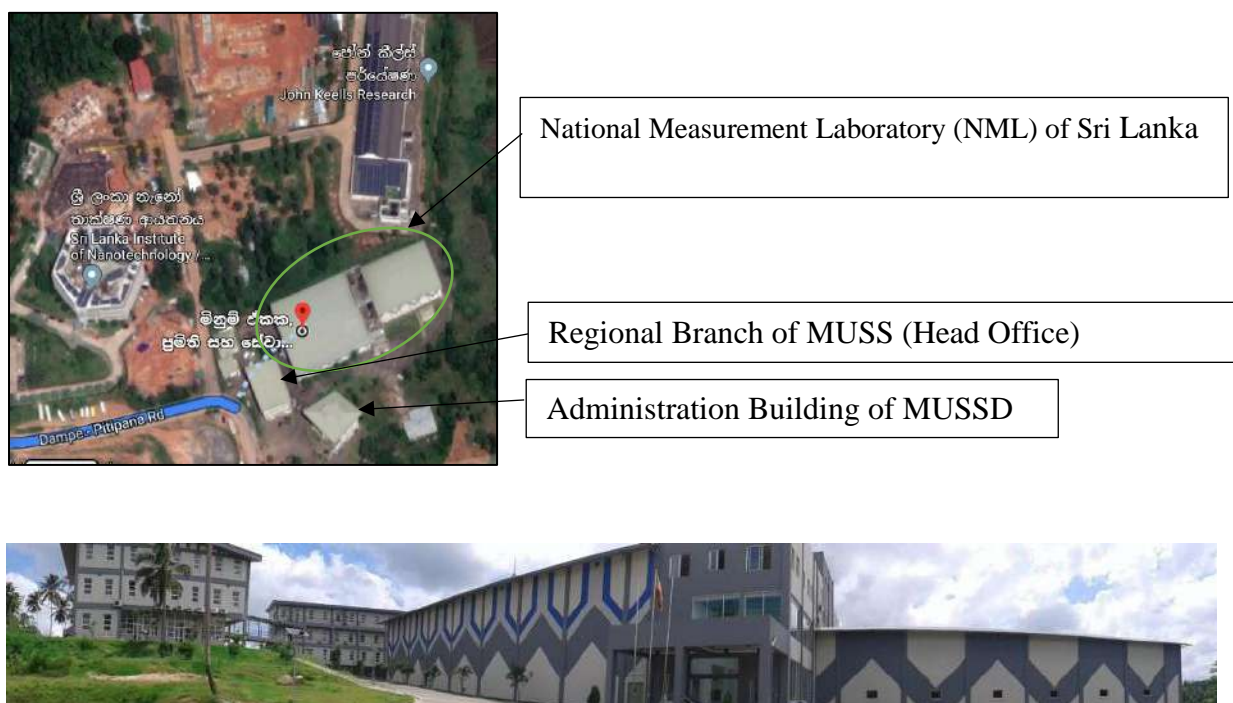


Figure 2: Measurement Units, Standards and Services Department (MUSSD)

### 1.1.1 Metrology

Metrology is the science of measurements and its applications. Measurements related to various quantities such like mass, length, time, pressure, volume, electric current, electric resistance etc; are frequently necessary in the daily life activities. All the scientific, researches and regulatory activities carried out internationally and locally for sustaining a unity of physical quantities and units can be defined to be Metrology.

Metrology can be classified into three categories.

01. Scientific metrology: the development and organization of the highest level of measurement standards
02. Industrial metrology: the satisfactory functioning of measurement instruments used in industry, production and testing
03. Legal metrology: the assurance of correctness of measurements where these have an influence on the transparency of trade, on law enforcement, on health, on safety and on the environment

Out of these fields industrial metrology and legal metrology are extensively rely on the basis of scientific metrology.

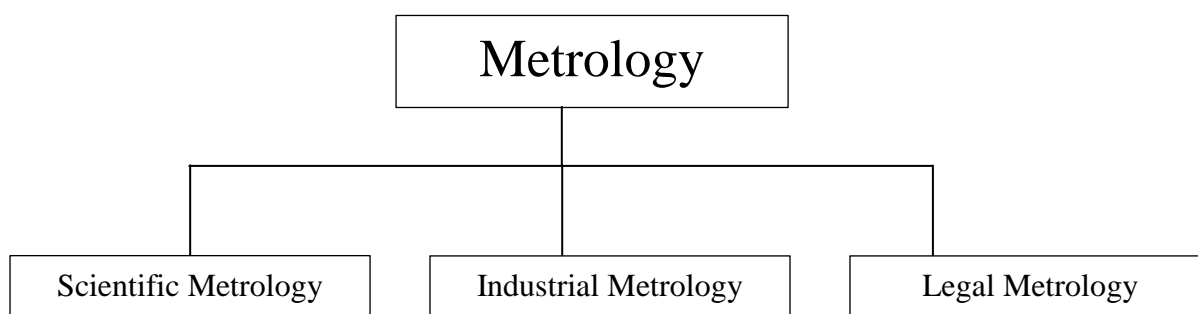


Figure 3: Categories of Metrology

The laboratory within MUSSD is known as National Measurement Laboratory according to article(3) of section (II) of the Act. Further the department responsible for establishment, maintenance and dissemination of national measurement standards as per part III, for measurements use in trade as per part IV and for measurements use in industry as per part V and part VI. Thus the department is responsible for National Measurement System (NMS) which consist of three sections: scientific metrology, industrial metrology and legal metrology.



## **1.2 The legal framework within which the institution is established**

The department is established under the Measurement Units, Standards and Services Act No. 35 of 1995.

## **1.3 Objectives of the organization**

Establishment and regulation of the National Measurement System of Sri Lanka in accordance with the International Measurement System

## **1.4 Vision, Mission, Objectives of the Department**

### **Vision**



Accurate and reliable measurements for well protected customer community

### **Mission**



To establish, maintain & disseminate the national measurement standards in compliance with international standards, ensuring justice & equity for producers, traders, metrological & other service providers & consumers, through the regulatory & service activities based on measurements to uplift the quality of life and standards of Sri Lankans.

## Objectives



The department is to act as the Apex Institution for Metrology (Science of Measurements) in Sri Lanka and to provide the essential basis to foster the Fundamental, Industrial, and Legal Metrology infrastructure development of the nation by implementing the Measurement Units, Standards & Service Act No.35 of 1995.

### 1.5 Key Functions

#### 1.5.1 Activities of Scientific Metrology

Scientific metrology is major out of three fields in metrology. MUSSD as the apex Institution for Metrology in Sri Lanka. It is the subject concerns the establishment of quantity systems, unit system of measurement, development of new measurement methods, establishment, definition, and realization of local and international measurement standards, and transferring traceability to the user in the society through the hierarchy of such standards. Also, scientific metrology covers theoretical and practical aspects of identification and resolving measurement problems and related issues.

Implementation of activities related to Scientific Metrology is as follows.

1. Establishment of National Measurement System and measurement units of the country by formation the National Measurement Laboratory
2. Realization, establishment, updating, maintenance and dissemination of National Measurement Standards
3. Establishment and maintenance of the National Measurement Standards so as to traceable to International Measurement Standards (SI)
4. Dissemination and promotion of measurement parameters and technology necessary for different fields
5. Upgrading the calibration and measurement capabilities (CMC) by participating in international bilateral and multilateral inter-comparisons related to various quantities
6. Metrology researches
7. Generating Sri Lanka Standard Time and broadcasting via [www.sltime.org](http://www.sltime.org)

### 1.5.1.1 National Measurement Laboratory (NML)

MUSSD operated National Measurement Laboratory (NML) with 64 laboratory rooms in its new premises in Mahenawatta, Pitipana, Homagama to establish national unit system, to maintain National measurement Standards and disseminate traceability to calibration and testing laboratories, regulated bodies and industrial and legal metrology areas. Currently, MUSSD operates laboratories for 10 measurement fields.

Contact details of NML

Laboratory	Head of Laboratory	Contact Details
Mass	Mr.R.D.M.Alanka	0112-182262
Dimensional	Mr.A.D.D.Naminda	0112-182267
Time and Frequency	Mr.R.G.S.A.Perera	0112-128265
Temperature	Mr.S.N.Akuranthilaka	0112-182256
DC Electricity	Mr.R.G.S.A.Perera	0112-128265
AC – DC Transfer	Dr.G.W.C.Wijayasundara	0112-128257
Pressure	Ms.J.S.M.Silva	0112-182264
Volume	Mr.H.L.I.S.Sampath	0112-182266
Electric Power and Energy	Mr.R.D.M.Alanka	0112-182262
Chemical	Mr.S.D.I.Dias	0112-182258
Gas	Mr.R.G.S.A.Perera	0112-182265
Humidity	Mrs.K.S.Mallawarachchi	0112-182263

Standards of National Measurement Laboratory

Measurement	Primary Standards
Mass	1 kg national prototype of kilogram 1 mg – 20 kg E1 weight set.
Length	Standard gauge block (0.5 mm to 100 mm), Grade K Tungsten carbide, Ceramic and Steel He/Ne Laser Source for linear and angular measurements Grade 0, Long gauge blocks, Steel, nominal values from 125 mm to 500 mm Grade K steel long gauge blocks, two pieces 400 mm and 500 mm Grade K set of tungsten carbide gauge blocks used for calibration of comparators: 0.5 mm to 100 mm
Time & Frequency	Cs – Primary frequency standard.
Temperature	7 fixed points cover Mercury triple point to Aluminium freezing point (-39 °C to 660 °C)

AC - DC transfer	transfer Standard; (up to 1000 V and 20 A)
Pressure	Hydraulic pressure balance range 200 MPa Pneumatic pressure balance range 7 MPa
Volume	Micro pipette calibration unit (1 $\mu$ L to 1 mL) Volumetric standards upto 500 L
Electrical power and energy	Phase comparator (10 mA to 120 A)
Chemical	Secondary standard buffer solutions pH -0-14 Alcohol Reference Solutions 50 mg /100 mL 80 mg / 100 mL 150 mg / 100 mL
DC Electricity	Resistance Standards 1 $\Omega$ , 10 k $\Omega$ Zener DC voltage 1 V, 10 V reference
Humidity	Humidity chamber (-40 $^{\circ}$ C – 180 $^{\circ}$ C) Humidity probe (10% - 90% )

### 1.5.1.2 Establishment of Traceability of Measurements

Establishment of measurements traceability for measurements in Sri Lanka is a responsibility of National Measurement Laboratory, National measurement standards are calibrated by a National Measurement Laboratory of a foreign country according to the Measurement Units, Standards and Services act. The foreign national measurement laboratory should be an internationally accepted laboratory by publishing Calibration and Measurement Capabilities (CMC s) in key Comparison Data Base (KCDB) of Bureau of Weights and Measures (BIPM) website.

### 1.5.1.3 Participation of Inter-Laboratory Comparisons

Inter laboratory comparisons are exercised to maintain the equality of measurements done by calibration and testing laboratories.

The National Measurement Laboratory participates international inter comparisons to demonstrate that measurements done in Sri Lanka has similar values with measurements done in other contrives. This is important to prove the competence of measurements done in Sri Lanka to reduce trade barriers in international trade.

Furthermore, National Measurement Laboratory facilitate local inter laboratory inter comparisons exercise to verify the accuracy of calibration certificates issued by local calibration laboratories.

#### **1.5.1.4 Generation and Broadcasting the Standard Time of Sri Lanka**

MUSSD possesses the honor to be the pioneer of generating and broadcasting the Standard Time in Sri Lanka since 2011. Sri Lanka Standard Time was launched by Time and Frequency Laboratory of NML as a new project in order to establish the island wide unity of time. For the purpose a Rubidium Atomic Clock has been established to generate the accurate time in Sri Lanka in accordance with Universal Time Coordinates (UTC) and the new website [www.sltime.org](http://www.sltime.org) was launched in April 2011 to broadcast the accurate time. People are now able to set their time correctly via the website at any time in the day. All the respective parties are informed to set their clocks with correct time using the website.

Presently time system consists of Cesium primary frequency standard. Time system was calibrated and now contributing to determination of UTC (Coordinated Universal Time) at BIPM. Time links to BIPM has been established for the traceability. NTP (Network Time Protocol) servers were established to dissemination of accurate time.

#### **1.5.1.5 Research and Developments**

Tests are carried out on the maintenance and extension of various measurement standards in the National Survey Laboratory, thereby verifying the quality of those standards. There is also a constant development of methods for number correction of measuring instruments used in industry.

#### **1.5.2 Activities of Industrial Metrology**

Industrial Metrology concerns how to apply measurement science to manufacturing and industrial processes. Ensuring the compliance of use of measuring instruments, industrial metrology addresses the application of measuring instruments in industry, and quality control of them. There the management of measuring instruments and industrial calibration are done according to the requirements of a quality production process.

Activities carried out by the department related to Industrial Metrology are as follows.

1. Providing necessary laboratory facilities for calibration of weights, measures, weighing and measuring instruments/systems used in production industry (including laboratory calibrations and on-site calibrations)
2. Inspection and verification of large-scale measuring instruments established in production and service industries
3. Providing necessary training and consultancy on resolving measurement problems raised in industrial measurements



### 1.5.2.1 Industrial Calibrations

Calibration facilities for pressure gauges, thermometers, weights, scales and length measuring instruments, electrical measuring instruments, moisture meters, laboratory balances etc; which are used in industry, engineering or any other related field are now available at MUSSD. Calibration certificates are also issued with such calibrated instruments.

Industrial calibration is one of the main services provided by the National Measurement Laboratory. The calibration provided by NML is given in below. Amendments of calibration charges are as per the extraordinary gazette No. 1921/54 dated 2 July 2015. The charges will be revised in 2020.

Calibration services provided by NML

	Laboratory	Calibration Facility
1	Thermometry Laboratory	1.Clinical Thermometer 2.Industrial & laboratory Thermometers, Digital Thermometers 3.Dial Thermometer Probe 4.RTD & Thermocouple Thermometer 5.Liquid in Glass Thermometer 6.Maximum Registered Thermometer 7.Min Max Thermometer 8.Wall Thermometer 9.Surface Probe 10.Infrared Thermometer 11.Standard Platinum Resistance Thermometer (Comparison Method) 12.Standard Platinum Resistance Thermometer (Fixed Point Method) 13.Industrial Thermocouple (Comparison Method) 14.Industrial Thermocouple (Fixed Point Method) 15.Liquid & Dry Block Calibration Bath 16.Temperature Chart Recorder 17.Laboratory Oven & Furnace 18.Autoclave 19.Incubator & Water Bath 20.Deep Freezer & Refrigerator (Single Chamber, Dual Chamber) 21.Cold Room (Room Temperature Measurement) 22.Cold Room (With Thermal Switch Indicator) 23.Thermal Switch/Controllers

	<b>Laboratory</b>	<b>Calibration Facility</b>
2	Electric Power and Energy Laboratory	1.kWh meter (single phase) 2.kWh meter (Three phase) 3.kVA meter (Three phase) 4.Potable power/energy meter (single phase) 5.Potable power/energy meter/energy (Three phase) 6.Reference Meter (Used in meter testing benches/single phase) 7.Reference Meter (Used in meter testing benches/three phase) 8.Energy Meter (laboratory/single phase) 9.Energy Meter (laboratory/Three phase) 10.Power Meter (single phase/stationary/Mobile/Lab) 11.Power Meter (three phase/stationary/Mobile/Lab)
3	Volumetric Laboratory	1.Un Subdivided Measures 2.Volumetric measures 3.Measuring cylinders 4.Provers and large volume tank 5.Micropipettes, Pipettes & Burettes
4	Pressure Laboratory	1.Gas Pressure gauges and Transducers 2.Hydraulic Pressure gauges and Transducers 3.Sphygmanometer 4.Digital Blood Pressure Meter
5	Mass Laboratory	1.Weights (OIML Class E <sub>2</sub> , F <sub>1</sub> , F <sub>2</sub> , M) 2.Industrial Weights (stainless steel / other) 3.Balances – Electronic & Mechanical ( OIML accuracy class I, II, III & IV) 4.Paper Scale 5.Crane Scale 6.Hanging Scale 7.Weighbridges 8.Button Puller machine 9.Hopper Scale

	<b>Laboratory</b>	<b>Calibration Facility</b>
6	Dimension Laboratory	1.Gauge Blocks 2.Measuring Ruler 3.Measuring Tapes 4.Calipers 5.Micrometers 6.Height gauges 7.Indicator gauges 8.Thickness gauges 9.Bore gauges 10.Filer gauges 11.Flatness measurements 12. Parallax measurements
7	DC Laboratory	1.Voltmeter 2.Ammeter 3.Ohmmeter 4.Multi-meter 5.Resistor
7	Electric Time and Frequency Laboratory	1.Time/Stop watch 2.Frequency/Tachometer 3.Oscilloscope 4.Function Generator
8	Chemical Laboratory	1.Breath Alcohol Analyzer 2.PH Meter / Conducting Proficiency Testing Programs
9	Humidity laboratory	1. Digital Hygrometers 2. Dry -Wet Bulb Thermometer

### **1.5.2.2 Training and Consultancy**

A series of programs are planned annually to provide training opportunities in the field of industrial metrology. These include training courses in uncertainty related to chemical and physical measurements, calibration of metrologic instruments, calibration of thermometric instruments, and calibration of scales.

### **1.5.3 Activities of Legal Metrology**

Legal Metrology concerns the field of legal control of measurement. It is the process of certifying measures and measuring instruments to be complied with measurement laws in the country after the inspection of such instruments and measures according to the legal requirements on the use of measuring instruments. Necessary legal provisions have been provided via the act No. 35 of 1995. Accordingly, law and regulations made are implemented throughout the sectors like health, public safety, environment, enabling taxation, protection of consumers and fair trade.

Activities under legal metrology implemented by Measurement Units, Standards & Services Department have been defined in the act and its regulations. Weighing and measuring found in all the commercial transactions are controlled by the measurement law. The act empowers the department to regulate legal metrological activities in the following ways.

1. Calibration of working standards and establishment of such standards in district basis (according to the act the District Secretary serves as the Superintendent of Measurement Units, Standards and Services and working also standards are kept under the custody of him)
2. Initial and annual verification of weights, measures, weighing and measuring instruments used in trade
3. Registration of manufacturers, importers, repairers and sellers of weights, measures, weighing and measuring instruments used in trade
4. Protect consumers by implementing the penal section of the act
5. Consumer awareness on Legal Metrology
6. Granting pattern approval of weights, measures, weighing and measuring instrument used in trade and industry (This service is provided by the National Measurement Laboratory)
7. Inspection and control of pre-packed commodities
8. Verification of measuring instruments related to health sector, environment protection, and road safety
9. Prosecution against persons who commit fraud measurements by conducting market raids

### **1.5.3.1 Re-verification of Working Standards**

Working standards used for verifying weights, measures and weighing and measuring instruments related to trade and industry have been retained under the custody of secretary of each district in the country. Calibration of working standards is done at the National Measurement Laboratory. Working standards include standard weights, standard volume measures, and standard-length measures.

### **1.5.3.2 Pattern Approvals**

The pattern approval is an attestation of any weight, measure or weighing/measuring instrument by a recognized laboratory after performing pattern test to check whether they are in conform with the measurement law in Sri Lanka, before they are sent to the market by a manufacture or before they are imported. Pattern approval is a technical assessment. The original model of the instrument is undergone through a series of tests at the National Measurement Laboratory. The design and the structure of each of the components of the instrument are checked against the recommendations on type approval defined by the International Organization of Legal Metrology (OIML). Subsequently, based on the evaluation of the test results a pattern approval is granted by MUSSD for the intended weights, and measuring instruments including vehicle emission testing units and fuel dispensers.

### **1.5.3.3 Verifications, Inspections, and Raids of Weighing and Measuring Instruments Conducted on District Basis**

Inspections and raid programmes are implemented by MUSSD to ensure that the weights, measures, weighing and measuring instruments used in the country are utilized in conformity with the weights and measures laws and regulations of the country. These programmes are very helpful, in terms of legal metrology, not only to protect the customer but also to ensure an accurate and reliable measuring practice in the country.

Verification of weights, measures, weighing and measuring instruments used in trade is done by Inspectors of Measurement Services and Devices who assume duties at Measurement Units, Standards & Services Divisions of each District Secretariat. Verification centers are held at Divisional Secretariats and any other government institutes of each district under the prior approval of the District Secretariat. Moreover, a mobile verification unit for weighbridges has been commissioned to verify annually all weigh bridges placed in every district. All fuel dispensers mounted at every fuel station in the country are verified once every year. For the particular purpose, a Fuel Dispensers Verification Unit has been introduced. Further, verification of vehicle speed detectors and vehicle emission testing instruments has been started.



### **1.5.3.4 Inspection of Pre-Packed Commodities**

The commodities that have been packed before selling to the consumers are called Pre-Packed Commodities. Inspection of pre- packages is performed according to OIML regulations to verify whether the net content (weight, volume, length etc.) mentioned on the package is actually available inside the package. Inspection of pre- packages is performed according to OIML regulations.

When inspecting pre-packages, net contents of pre-packages that are arbitrary sampled from pre- packed goods available in the market are measured. Here number of pre- packages specified in the regulations are inspected and statistically analyzed. The final decision on the pre- packages by the department after would be based on the statistical analysis and regulations made on prepackages by the department after comparing the net content and the results against the recommended tolerance/permissible error. Further details are referred to the extraordinary gazette No. 1499/7 dated 29 May 2007.

### **1.5.3.5 Registration of Private Entrepreneurs Engaged in Commercial Activities Controlled Over Legal Metrology**

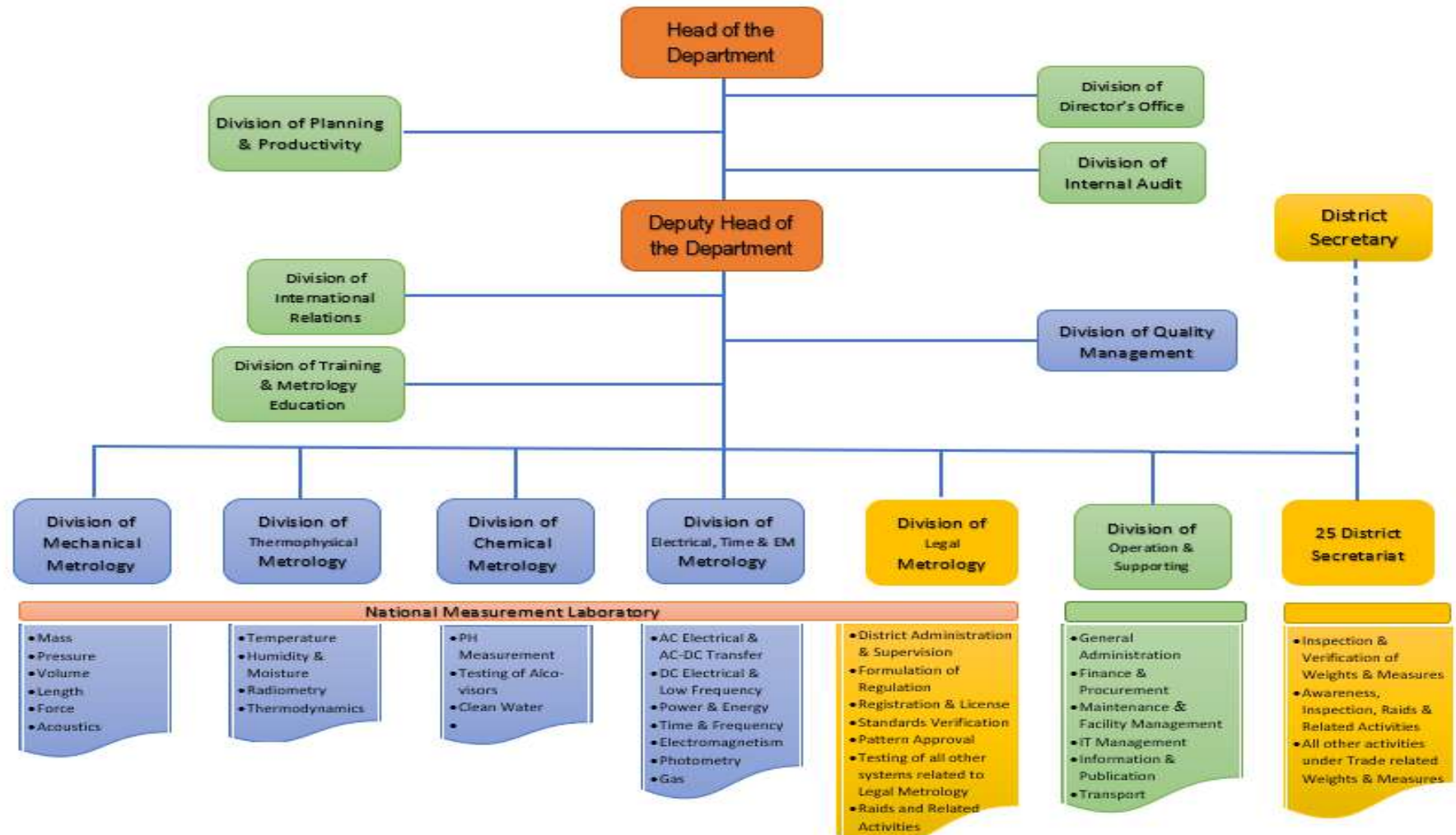
Any organization or individual who is engaged in selling, manufacturing, importing or repairing of weights, measures, weighing and measuring instruments must registered in the department as per section 21 of the Measurement Units, Standards and Services Act. For that, the person must apply via a prescribed application form determined by the Director of Measurement Units, Standards and Services and the corresponding fees must be paid. The certificate issued in such registrations will be expired on 31<sup>st</sup> December of the year.

Before starting a business of repairing weights or measuring instruments, a person should appear for a practical examination conducted by MUSSD to prove his competencies and qualification related to such repair activities. Examination fees should be paid by the person. Further, the workshop of the applicant is inspected by the officers of MUSSD to check whether the necessary tools and equipment are readily available for the repair purposes.

The repair license will be issued if the director stifferly with the results of practical test and site inspection. The license cannot be alienated, Even the owner of the business changed, it is mandatory to have qualified technical person in the bossiness.

Registration fees and all related details have been published in the extraordinary gazette No. 1921/54 dated 2 July 2015.

### 1.6 Organization Chart

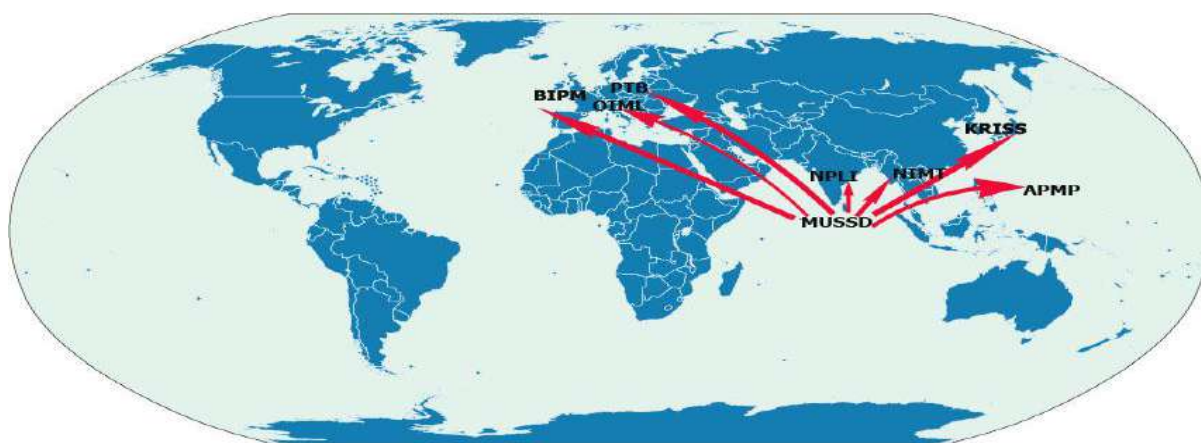


**1.7 Contact details of district offices**

<b>District office</b>	<b>Address</b>	<b>Telephone No.</b>
Colombo	District Secretary, Measurement Units, Standards and Services Division, District Secretariat Narahenpita, Colombo 5	0112-391079
Gampaha	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Gampaha	0332-222900
Kaluthara	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Kaluthara	0342-222635
Puttlam	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Puttalama	0322-266189
Kurunegala	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Kurunagala	0372-222134
Kegalle	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Kegalle	0352-232620
Ratnapura	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Rathnapura	0452-226299
Galle	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Galle	0912-222233
Matara	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Matara	0412-237079
Hambantota	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, hambantota	0472-256247
Monaragala	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Monaragala	0552-277406
Badulla	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Badulla	0552-222292
Nuwara Eliya	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Nuwaraeliya	0522-222610
Kandy	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Kandy	0812-222233
Mathale	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Mathale	0662-222235
Anuradhapura	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Anuradhapura	0252-225190
Polonnaruwa	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Polonnaruwa	0272-226706

District office	Address	Telephone No.
Batticaloa	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Batticaloa	0652-224465
Ampara	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Ampara	0632-222236
Vavuniya	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Vavuniya	0242-222187
Jaffna	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Jaffna	0212-222355
Mullaitivu	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Mullative	0212-290045
Mannar	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Manar	0232-222232
Kilinochchi	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Kilinochchi	0212-285662
Trincomalee	District Secretary, Measurement Units, Standards and Services Division, District Secretariat, Trincomallee	0262-050800

## 1.8 Details of the Foreign Funded Projects



### 1.8.1 Memberships

Relations in metrological perspectives are created with various countries in order to maintain the international and regional corporation of Metrology. It also helps to establish international traceability of measurement and overcome the technical barriers arise in trade. International relations are essential further to provide a secure basis for scientific and other measurement practices we have and to reduce technical disputes arising in many countries.



### **Associate member Meter Convention and General Conference of Weights and Measures.**

The Meter Convention (Convention du Meter) is the body that created the BIPM which is an intergovernmental organization under the authority of the CGPM and the supervision of the CIPM as its administrative and scientific organ.

The General Conference on Weights and Measures (CGPM) is made up of delegates of the governments of the Member States and observers from the Associates of the CGPM. The CGPM meets in Paris, usually once every four years. One of the main activities of CGPM is to discuss and examine the arrangements required to ensure the propagation and improvement of the International System of Units (SI).

MUSSD has signed the meter convention on behalf of the government of Sri Lanka and become an associate member of CGPM in 2007.



### **Signatory of CIPM Mutual Recognition Arrangement (CIPM-MRA)**

The CIPM Mutual Recognition Arrangement (CIPM MRA) is the framework through which National Metrology Institutes demonstrate the international equivalence of their measurement standards and the calibration and measurement certificates they issue. The outcomes of the Arrangement are the internationally recognized (peer-reviewed and approved) Calibration and Measurement Capabilities (CMCs) of the participating institutes. Approved CMCs and supporting technical data are publicly available in the Key Comparison (KCDB) in BIPM web site.

MUSSD has become a signatory of CIPM-MRA in 2007 and is in the process of publishing CMC values in KCDB



### **Full Membership of The International Organization of Legal Metrology (OIML)**

The International Organization of Legal Metrology (OIML) is an intergovernmental treaty organization which develops model regulations, standards and related documents for use by legal metrology authorities and industry, provides mutual recognition systems which reduce trade barriers and costs in a global market etc. The OIML can be considered as “international standard-setting body” of the World Trade Organization's Technical Barriers to Trade Agreement. OIML publications should therefore be applied, when appropriate, by all signatories of the TBT Agreement when developing technical regulations.



The International Committee of Legal Metrology (CIML) is the functional decision-making body of OIML. Sri Lanka is full member state of OIML and MUSSD is the main permanent contact of the OIML designated by government of Sri Lanka.



### **Full Member The Asia Pacific Metrology Programme (APMP)**

The Asia Pacific Metrology Programme (APMP) is a grouping of national metrology institutes (NMIs) from the Asia-Pacific region engaged in improving regional metrological capability through the sharing of expertise and exchange of technical services among Member laboratories. APMP is also a Regional Metrology Organization (RMO) recognized by the International Committee for Weights and Measures (CIPM) for the purpose of worldwide mutual recognition of measurement standards and of calibration and measurement certificates.

MUSSD is a member of APMP since 1977. The department actively participate nine technical committees and three focus group.

#### 1.8.2 Benefits of projects



### **PTB-Sri Lanka bi-lateral Project Strengthening Quality Infrastructure in Sri Lanka**

PTB is the National Measurement Institute (NMI) of Germany. It supports developing and emerging countries to develop and apply an internationally recognized quality infrastructure that suits the countries' needs. Objective of the PTB-Sri Lanka bi-lateral project is to increase the use of the enhanced offer of quality-assurance services based on international good practices by Small and Medium-sized Enterprises (SME) located in the northern region. The project includes the core institutions of the national Quality Infrastructure (MUSSD, ITI, SLSI and SLAB) as well as regional laboratories, local chambers and federations in the north.



### **SAARC-PTB Project Strengthening regional integration and cooperation in the field of quality infrastructure in South Asia**

The project focuses on capacity development in quality infrastructure by facilitating the exchange of expertise and information among SAARC Member States. MUSSD has been a beneficiary of the SAARC-PTB project (i e: Training programmers, workshops) of the project as the NMI of Sri Lanka. Furthermore, MUSSD has participated inter laboratory comparisons organized under SAARC-PTB project to demonstrate measurement capacities of the national measurement Laboratory (NML) of MUSSD. This project is financing by Federal Ministry for Economic Cooperation and Development (BMZ), Germany through National measurement institute of Germany, PTB.



### **UNIDO Project**

UNIDO has been working closely with Sri Lanka's national quality infrastructure (NQI) institutus to facilitate the strengthening of compliance and quality infrastructure services. Special areas of focus are those underpinning the export-oriented sectors, such as spices and processed foods. These activities take place within the framework of a European Union (EU)–Sri Lanka trade-related assistance project, funded by the EU.



### **MEDEA-PTB Project**

The project aims to improve the ability of the regional metrology specialist networks in Asia – the Asia Pacific Metrology Programme (APMP) and the Asia-Pacific Legal Metrology Forum (APLMF) – to promote the metrological systems of developing economies, which provide special offers for national metrology institutes (NMI) and legal metrology authorities (LMA) in Asia, respectively. This project is financing by Federal Ministry for Economic Cooperation and Development (BMZ), Germany through National measurement institute of Germany, PTB.

# Chapter 02

## Progress and the Future Outlook

## 2.1 Establishment of Traceability of Measurements – 2020

Standard / Measurement	National Institute of Metrology / Reference Standard
Standard Platinum Resistance Thermometer	National Institute of Metrology China (NIM - china)
Standard tape	National Institute of Metrology, Finland
Gauge blocks (Grade K, Steel)	National Institute of Metrology, Finland
Gauge blocks (Grade K, Tungsten Carbide)	National Institute of Metrology, Finland
Long gauge blocks (Grade 0, Steel)	National Institute of Metrology, Finland
Tape and Rule calibration Unit	National Institute of Metrology, Finland
OIML E1 Class Wights	National Institute of Metrology Thailand (NIMT)
OIML F1 Class Wights	National Institute of Metrology Thailand (NIMT)
PH Measurements	Secondary Buffer Solution
Alcovisor Verification	Reference Materials
Cs Atomic clock	Inter national bureau Wight and measuring (BIPM)

## 2.2. Participation of Inter-Laboratory Comparisons in 2020

Laboratory	Measurement	Inter Comparisons
Dimensional Laboratory	The length of the gauge block	APMP K1:2018 inter – Comparison of garge bloks
Dimensional Laboratory	Line scale	SAARC - PTB Glass Scale (Expected)
Volumetric Laboratory	Volume 5 $\mu$ L – 1000 $\mu$ L	SAARC – PTB
Pressure Laboratory	200 MPa Hydraulic presser balance	Bi- laterals inter – laboratory comparison with National Metrology Institute of Japan (NMIJ)
Pressure Laboratory	7 MPa pneumatic pressure balance	Bi- laterals inter – laboratory comparison with National Metrology Institute of Japan (NMIJ)

## 2.3 Research and Development

- Purchase of the following equipment required to establish the measurement standards of the Dimensional Laboratory took place in the year 2020.
  - Gauge blocks from 0.1 mm to 1 mm
  - Line scales 100 mm, 200 mm, 250 mm, 500 mm, 1000 mm
  - Grade 1 gauge blocks from 0.5 mm to 100 mm
  - Gauge Block Comparator 100 mm and 600 mm
- Purchase of 5 g and 1 kg mass comparator for the mass laboratory took place this year.
- Obtaining accreditation from the Sri Lanka Accreditation Board for pressure laboratory.
- Purchase of equipment for the laboratory of temperature.
- Establishment of laboratory of humidity

## 2.4 Training and Consultancy Conducted by NML in 2020.

Training	Number of participants	Income Rs.
Calculation of Measurement Uncertainty (at IDB)	4	12,000.00
<b>Total</b>	<b>4</b>	<b>12,000.00</b>

## 2.5 Progress of International Relationships in 2020

### 2.5.1 The Asia Pacific Metrology Programme (APMP)

- APMP Mid-year DEC meeting
- APMP Mid-year Directors meeting
- APMP Annual General meeting (AGM) – November
  - Technical committee meeting
  - Directors Meetings

### 2.5.2 SAARC-PTB Project

- Chemical Metrology Division received pH buffer solution for organizing PT
- Consultation – from NIMT to Chemical Metrology Division – Electro Chemistry

### 2.5.3 UNIDO Project

- Laboratory Visit – Humidity Laboratory (February)
- Laboratory Visit – All Laboratories (July)
- Video meeting – Humidity laboratory – Recourse person : Dr. Jairo



#### **2.5.4 MEDEA-PTB Project**

- Participated to the CABUREK Programme
- Participated AMPM-APLMF-PTB-MEDEA 3.0 workshop
- DEC-MEDEA covered 19 workshop

#### **2.5.5 Other Meetings**

- 55<sup>th</sup> – CIML meeting
- CIPM meeting of NMI directors – Organized by BIPM
- Joined BIPM-ILAC webinar: Mining KCDB 2.0 in context of accreditation

❖ All the meeting were conducted through online due to the Covid-19 pandemic

## 2.6 Revenue of Calibration Services Provided by NML in 2020

Month	Mass Laboratory		Dimensional Laboratory		Thermometry Laboratory		Direct Current Laboratory		Electric Power and Energy Laboratory	
	No. of Units	Income Rs.	No. of Units	Income Rs.	No. of Units	Income Rs.	No. of Units	Income Rs.	No. of Units	Income Rs.
January	10	194,120.00	15	29,000.00	3	3,970.00	5	20,000.00	5	18,500.00
February	23	534,500.00	37	74,000.00	14	25,660.00	16	47,500.00	0	0
March	5	163,200.00	16	31,000.00	1	1,450.00	0	0	1	4,500.00
April	0	0	0	0	0	0	0	0	0	0
May	10	57,500.00	1	1,500.00	1	3,450.00	0	0	0	0
June	2	6,900.00	11	17,500.00	5	21,250.00	1	2,500.00	0	0
July	27	160,350.00	14	28,000.00	2	2,900.00	5	14,000.00	0	0
August	38	474,100.00	14	25,500.00	31	62,930.00	3	14,000.00	2	11,200.00
September	12	33,200.00	24	47,700.00	44	106,780.00	6	12,500.00	6	340,500.00
October	5	10,500.00	9	17,175.00	1	2,000.00	0	0	1	5,000.00
November	1	1,500.00	24	45,500.00	26	5,750.00	0	0	0	0
December	36	127,139	5	9,950.00	15	29,400.00	0	0	1	100,000.00
<b>Total</b>	<b>169</b>	<b>1,763,009.00</b>	<b>170</b>	<b>326,825.00</b>	<b>144</b>	<b>265,540.00</b>	<b>36</b>	<b>110,500.00</b>	<b>16</b>	<b>479,700.00</b>

Month	Time and Frequency Laboratory		Volumetric Laboratory		Pressure Laboratory		Chemical Laboratory		Humidity Laboratory	
	No. of Units	Income Rs.	No. of Units	Income Rs.	No. of Units	Income Rs.	No. of Units	Income Rs.		Income Rs.
January	3	6,000.00	11	9,400.00	7	13,300.00	3	15,000.00	0	0
February	8	20,000.00	1	9,600.00	12	22,800.00	2	10,000.00	0	0
March	0	0	0	0	2	3,800.00	1	5,000.00	0	0
April	0	0	0	0	0	0	0	0	0	0
May	0	0	1	700.00	6	9,600.00	0	0	0	0
June	1	2,000.00	7	6,800.00	0	0	4	20,000.00	0	0
July	0	0	0	0	2	3,800.00	3	15,000.00	1	4,000.00
August	15	40,000.00	8	4,800.00	10	23,100.00	0	0	2	8,000.00
September	1	2,000.00	1	500.00	7	21,500.00	2	40,000.00	0	0
October	0	0	1	4,320.00	1	1,900.00	1	5,000.00	0	0
November	0	0	0	0	7	13,300.00	5	35,000.00	10	40,000.00
December	0	0	6	5,300.00	7	13,300.00	9	65,000.00	0	0
<b>Total</b>	<b>28</b>	<b>70,000.00</b>	<b>36</b>	<b>41,420.00</b>	<b>61</b>	<b>126,400.00</b>	<b>30</b>	<b>210,000.00</b>	<b>13</b>	<b>52,000.00</b>

## 2.7. Pre-packaging, emissions and speedometers of the National Measurement Laboratory Income

In addition to number correction, the National Measurement Laboratory also conducts pre-packaged goods testing, vehicle emissions verification and speedometer testing.

Type	Quantity	Income
Pre-packaged goods	25	171,600.00
Speedometers	29	58,000.00
<b>Total</b>	<b>54</b>	<b>229,600.00</b>

## 2.8 Pattern Approval of Weighing and Measuring Instruments in 2020

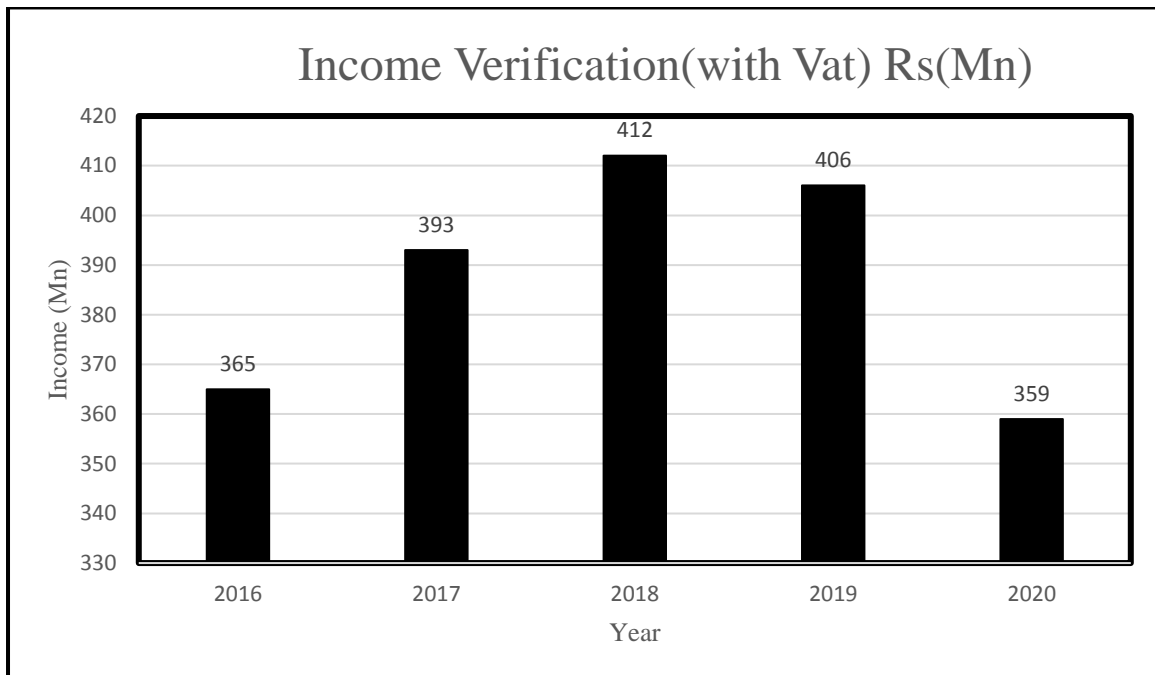
Type of Pattern Approval	Number of units	Income
Electronic Weighing Machines	26	371,870.40
Volumetric Measures	1	20,000.00
Fuel Dispensers	1	10,000.00
Taxi Meters	1	20,000.00
<b>Total</b>	<b>29</b>	<b>421,870.40</b>

## 2.9 Verification Income on District Basis

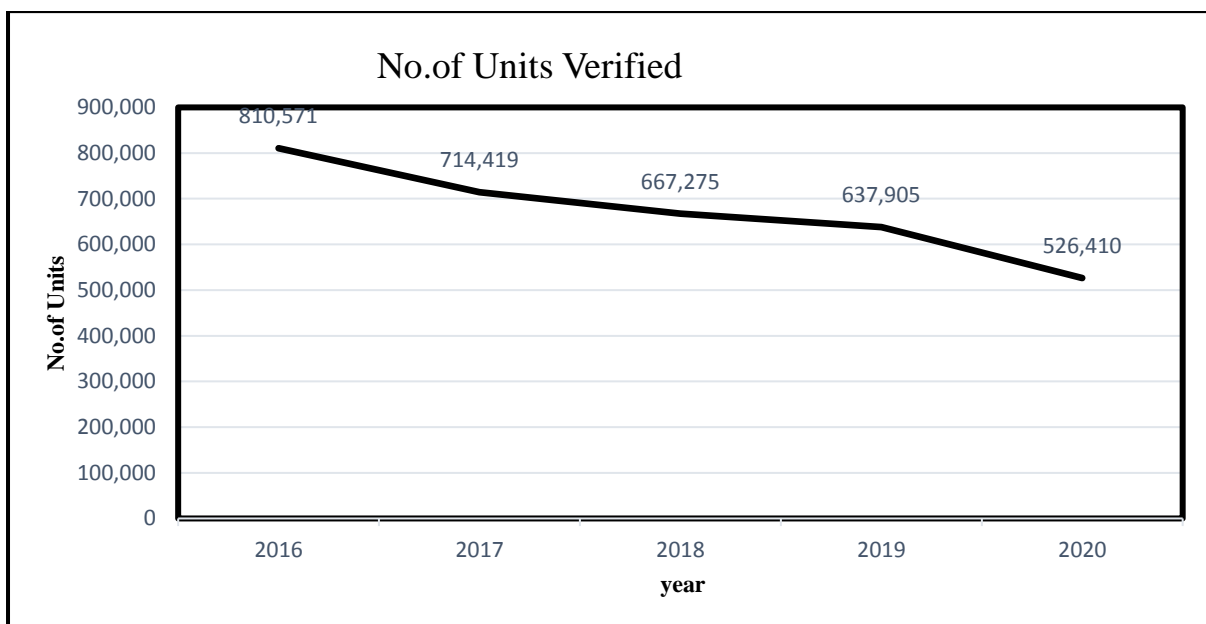
District	Verification Fees 2016 to 2020(Inclusive All Taxes)				
	2016	2017	2018	2019	2020
Colombo	130,712,937	136,014,517	146,275,819	127,179,235	96,093,332
Gampaha	27,545,201	29,347,519	28,316,491	34,412,047	54,216,977
Kalutara	11,474,642	12,673,950	12,854,085	12,620,705	8,327,006
	<b>169,732,780</b>	<b>178,035,986</b>	<b>187,446,395</b>	<b>174,211,987</b>	<b>158,637,315</b>
Kandy	21,620,097	25,313,869	26,151,103	23,641,359	22,380,604
Matale	7,988,421	8,717,368	9,116,889	9,473,165	8,278,615
Nuwara Eliya	8,584,030	9,725,814	9,841,753	9,887,585	7,711,491
	<b>38,192,548</b>	<b>43,757,051</b>	<b>45,109,745</b>	<b>43,002,109</b>	<b>38,370,711</b>
Galle	10,977,361	12,694,011	13,450,025	13,381,149	9,704,381
Matara	10,280,441	11,735,600	13,838,950	14,952,426	13,816,720
Hambantota	10,119,069	11,955,389	11,618,500	11,789,594	10,146,934
	<b>31,376,871</b>	<b>36,385,000</b>	<b>38,907,475</b>	<b>40,123,169</b>	<b>33,668,035</b>
Batticaloa	5,625,221	6,508,574	6,866,995	7,349,419	6,687,565
Ampara	7,769,257	9,731,150	9,549,772	10,685,340	9,030,910
Trincomalee	3,789,316	3,640,751	4,311,200	4,592,066	3,532,274
	<b>17,183,794</b>	<b>19,880,475</b>	<b>20,727,967</b>	<b>22,626,825</b>	<b>19,250,749</b>
Kununegala	23,779,336	23,919,321	24,484,601	26,364,714	22,481,067
Puttalama	9,201,545	10,322,464	10,535,156	11,132,618	9,694,751
	<b>32,980,881</b>	<b>34,241,785</b>	<b>35,019,757</b>	<b>37,497,332</b>	<b>32,175,817</b>
Anuradhapura	14,846,516	16,459,826	16,642,244	17,683,107	16,309,101
Polonnaruwa	8,266,819	7,563,883	8,005,081	8,544,581	8,399,895
	<b>23,113,335</b>	<b>24,023,709</b>	<b>24,647,325</b>	<b>26,227,688</b>	<b>24,708,996</b>
Badulla	11,924,573	14,580,367	14,739,389	14,043,946	12,996,850
Monaragala	8,090,344	7,966,717	8,570,731	9,537,103	9,290,430
	<b>20,014,917</b>	<b>22,547,084</b>	<b>23,310,120</b>	<b>23,581,049</b>	<b>22,287,280</b>
Ratnapura	12,504,982	13,974,267	15,362,254	14,960,407	12,187,271
Kegalle	10,555,329	9,582,340	10,847,639	10,764,575	8,523,311
	<b>23,060,311</b>	<b>23,556,607</b>	<b>26,209,893</b>	<b>25,724,982</b>	<b>20,710,582</b>
Mullativu	734,486	835,337	877,496	904,173	239,026
Mannar	667,173	835,717	849,815	991,802	1,078,790
Kilinochchi	982,477	1,023,661	1,140,455	1,196,932	752,317
Jaffna	5,033,464	5,627,755	6,014,086	7,171,783	4,937,294
Vavuniya	2,201,828	2,314,271	2,480,895	2,969,594	2,364,930
	<b>9,619,428</b>	<b>10,636,741</b>	<b>11,362,747</b>	<b>13,234,284</b>	<b>9,372,357</b>
<b>Total</b>	<b>365,274,865</b>	<b>393,064,438</b>	<b>412,741,424</b>	<b>406,229,425</b>	<b>359,181,841</b>

## 2.10 Number of units verified on district basis

District	Number of Units Verified from 2015 to 2019				
	2016	2017	2018	2019	2020
Colombo	167,897	129,812	129,481	121,945	79,813
Gampaha	39,706	36,022	33,278	38,542	45,861
Kalutara	27,201	26,900	23,129	22,984	16,803
	<b>234,804</b>	<b>192,734</b>	<b>185,888</b>	<b>183,471</b>	<b>142,477</b>
Kandy	71,353	61,791	63,067	55,528	49,934
Matale	23,383	20,920	19,984	18,809	16,517
Nuwara Eliya	22,165	18,149	18,044	18,927	14,659
	<b>116,901</b>	<b>100,860</b>	<b>101,095</b>	<b>93,264</b>	<b>81,110</b>
Galle	34,061	25,127	29,637	30,162	24,143
Matara	30,289	28,275	28,695	26,090	24,092
Hambantota	26,954	25,477	23,290	21,616	18,419
	<b>91,304</b>	<b>78,879</b>	<b>81,622</b>	<b>77,868</b>	<b>66,654</b>
Batticaloa	29,510	28,680	27,978	28,762	23,057
Ampara	29,614	28,075	23,991	15,076	20,574
Trincomalee	12,037	10,535	10,120	15,033	6,753
	<b>71,161</b>	<b>67,290</b>	<b>62,089</b>	<b>58,871</b>	<b>50,384</b>
Kununegala	61,949	52,315	45,699	45,846	38,536
Puttalama	22,071	18,703	16,989	15,729	12,188
	<b>84,020</b>	<b>70,388</b>	<b>62,688</b>	<b>61,575</b>	<b>50,724</b>
Anuradhapura	32,028	36,554	28,740	28,470	26,303
Polonnaruwa	16,288	13,886	12,478	13,767	12,315
	<b>48,316</b>	<b>50,440</b>	<b>41,218</b>	<b>42,237</b>	<b>38,618</b>
Badulla	30,292	29,162	26,821	24,075	21,435
Monaragala	29,699	27,420	24,816	29,277	22,217
	<b>59,991</b>	<b>56,582</b>	<b>51,637</b>	<b>48,352</b>	<b>43,652</b>
Ratnapura	38,470	35,679	31,393	26,919	20,844
Kegalle	36,454	32,268	25,725	20,953	15,584
	<b>74,924</b>	<b>67,947</b>	<b>57,118</b>	<b>47,872</b>	<b>36,428</b>
Mullativu	2,098	2,216	1,846	1,021	172
Mannar	1,399	1,706	1,781	2,158	1,737
Kilinochchi	2,918	2,338	2,210	3,791	1,515
Jaffna	18,486	18,604	14,060	11,047	9,501
Vavuniya	4,249	4,435	4,023	6,378	3,438
	<b>29,150</b>	<b>29,299</b>	<b>23,920</b>	<b>24,395</b>	<b>16,363</b>
<b>Total</b>	<b>810,571</b>	<b>714,419</b>	<b>667,275</b>	<b>637,905</b>	<b>526,410</b>



Graph - 01



Graph - 02

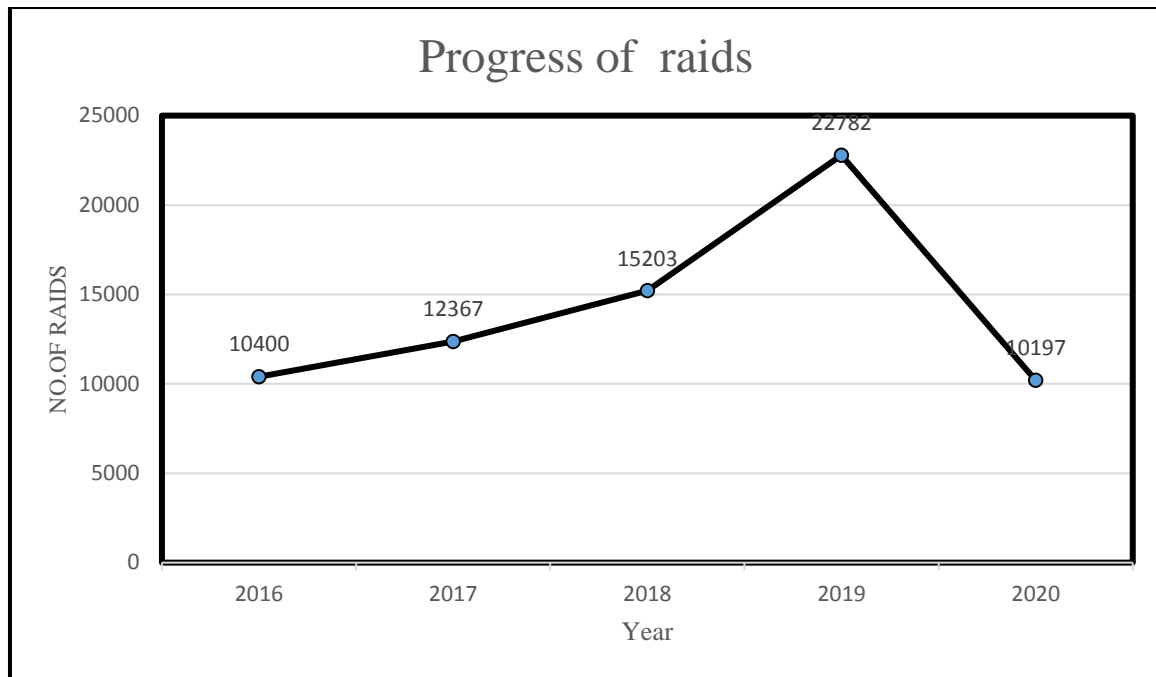


## 2.11 Verification programme Income in 2020

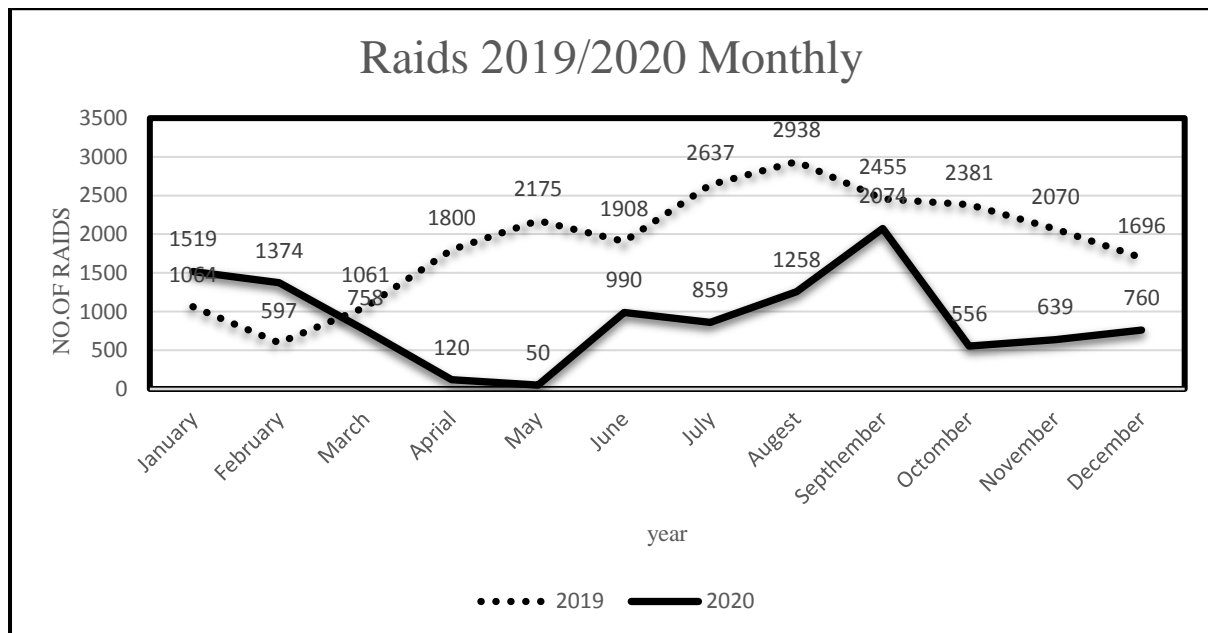
Month	Income in Rupees		Number of Units Verified	
	Year 2019	Year 2020	Year 2019	Year 2020
January	33,051,764.00	32,445,950.21	64,992	61,367
February	37,700,852.00	36,833,489.56	61,242	62,880
March	36,425,057.00	13,573,963.16	65,382	21,757
April	22,870,266.00	105,289.20	37,172	97
May	33,950,549.00	15,212,177.40	52,882	14496
June	39,289,906.00	45,159,413.36	55,740	72,729
July	43,433,619.00	47,751,918.02	58,567	74,097
August	29,071,172.00	41,133,656.40	52,695	56406
September	33,617,458.00	43,772,537.70	51,712	61,795
October	37,618,252.00	29,729,676.56	55,681	31579
November	30,959,795.00	19,664,210.20	45,149	27952
December	28,240,735.00	33,799,558.96	36,822	41255
<b>Total</b>	<b>406,229,425.00</b>	<b>359,181,841.00</b>	<b>637,905</b>	<b>526,410</b>

## 2.12 Raids and Cases

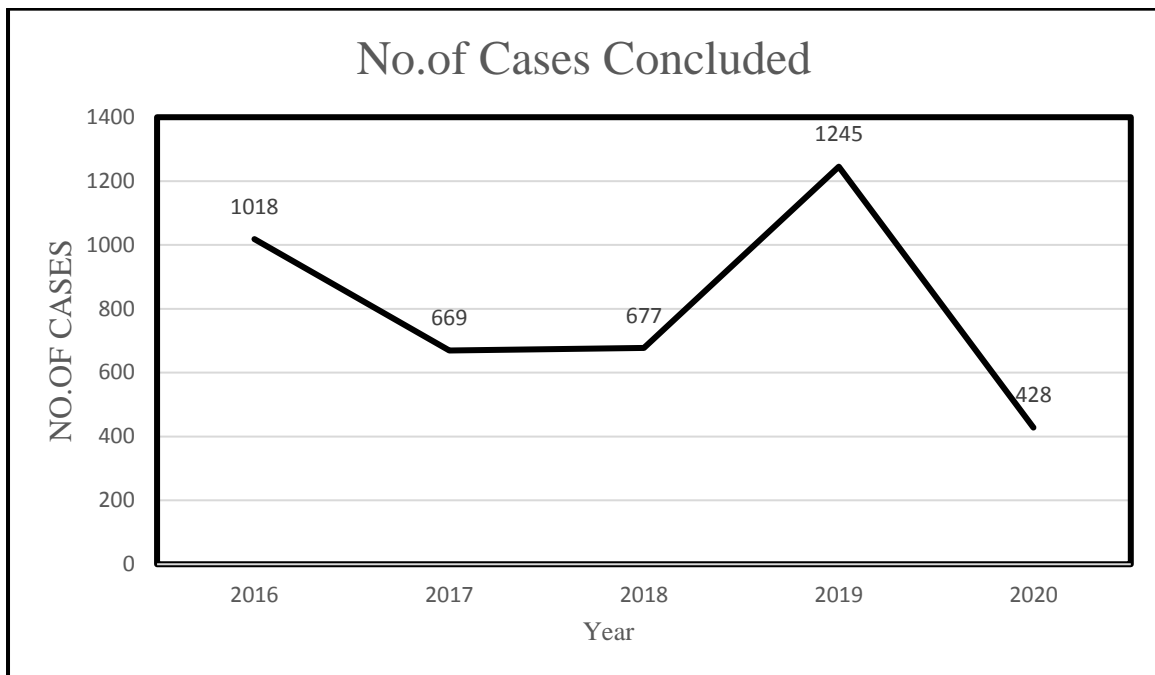
Month	Number of Raids		Number of Cases Concluded	
	2019	2020	2019	2020
January	1,064	1,519	325	66
February	597	1,374	143	81
March	1,061	758	37	49
April	1,800	120	70	0
May	2,175	50	116	0
June	1,908	990	99	33
July	2,637	859	61	23
August	2,938	1,258	89	46
September	2,455	2,074	75	142
October	2,381	556	101	22
November	2,070	639	101	1
December	1,696	760	28	11
<b>Total</b>	<b>22,782</b>	<b>10,197</b>	<b>1,245</b>	<b>428</b>



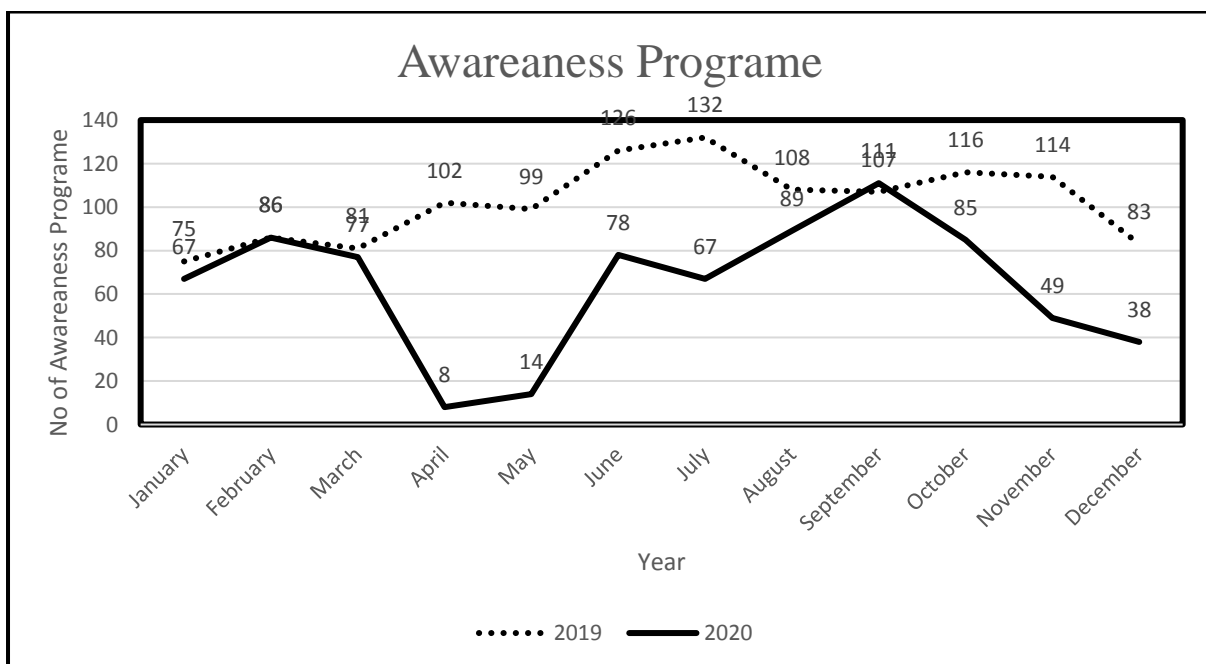
Graph - 03



Graph - 04



Graph - 05



Graph - 06

**2.13 Number of Awareness Programmes Conducted 2020**

<b>District</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug.</b>	<b>Sept.</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Total</b>
HQ Colombo	2	0	0	0	0	0	0	0	12	0	0	0	<b>14</b>
Colombo	5	18	9	0	0	14	14	17	14	13	1	3	<b>108</b>
Gampaha	6	6	5	0	0	9	0	5	7	0	0	0	<b>38</b>
Kalutara	3	3	0	0	0	0	2	2	2	2	0	0	<b>14</b>
Puttalam	3	2	0	0	0	0	4	4	4	3	0	1	<b>21</b>
Kurunegala	5	8	12	0	0	15	0	7	7	8	5	6	<b>73</b>
Kegalle	2	4	4	0	0	0	2	4	4	4	0	2	<b>26</b>
Ratnapura	0	0	3	0	0	0	1	3	3	5	0	0	<b>15</b>
Galle	2	2	3	0	0	2	4	6	2	0	0	0	<b>21</b>
Matara	0	0	10	0	1	0	0	0	3	0	12	0	<b>26</b>
Hambantota	6	5	4	0	0	3	0	0	8	6	0	0	<b>32</b>
Monaragala	2	3	0	0	2	3	2	2	0	2	2	2	<b>20</b>

**Number of Awareness Programmes Conducted 2020**

<b>District</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug.</b>	<b>Sept.</b>	<b>Oct.</b>	<b>Nov.</b>	<b>Dec.</b>	<b>Total</b>
Badulla	4	1	2	4	0	2	3	2	4	2	0	3	<b>27</b>
Nuwara Eliya	2	2	5	0	3	3	4	4	4	7	5	3	<b>42</b>
Kandy	5	9	8	4	8	6	12	9	8	9	6	6	<b>90</b>
Matale	5	4	0	0	0	0	0	5	0	6	5	3	<b>28</b>
Anuradhapura	4	5	6	0	0	8	4	6	8	2	4	2	<b>49</b>
Polonnaruwa	2	2	1	0	0	2	2	2	2	2	2	2	<b>19</b>
Trincomalee	2	2	0	0	0	2	2	0	2	2	2	2	<b>16</b>
Batticaloa	0	0	0	0	0	0	0	2	7	9	2	0	<b>20</b>
Ampara	2	2	0	0	0	5	4	2	4	0	2	2	<b>23</b>
Vavuniya	0	2	2	0	0	0	0	1	1	1	0	0	<b>7</b>
Jaffna	2	2	1	0	0	1	2	2	2	2	0	0	<b>14</b>
Mullativu	0	1	0	0	0	0	1	1	1	0	0	0	<b>4</b>
Mannar	1	1	1	0	0	2	2	1	1	0	1	1	<b>11</b>
Kilinochchi	2	2	1	0	0	1	2	2	1	0	0	0	<b>11</b>
<b>Total</b>	<b>67</b>	<b>86</b>	<b>77</b>	<b>8</b>	<b>14</b>	<b>78</b>	<b>67</b>	<b>89</b>	<b>111</b>	<b>85</b>	<b>49</b>	<b>38</b>	<b>769</b>

## 2.14 Quarterly Progress of Awareness Programmes in 2020

(Target number of programmes and actual number held)

District	January–March		April - June		July - September		October – Dec.	
	Target	Achieved	Target	Achieved	Target	Achieved	Target	Achieved
HQ Colombo	11	2	11	0	11	12	11	0
Colombo	9	32	9	14	9	45	9	17
Gampaha	11	17	11	9	11	12	11	0
Kalutara	8	6	8	0	8	6	8	2
Puttalama	8	5	9	0	8	12	8	4
Kurunegala	11	25	11	15	11	14	11	19
Kegalle	8	10	9	0	8	10	8	6
Ratnapura	8	3	8	0	9	7	7	5
Galle	8	7	9	2	8	12	8	0
Matara	8	10	8	1	9	3	7	12
Hambantota	8	15	9	3	8	8	8	6
Monaragala	8	5	8	5	8	4	8	6
Badulla	8	7	9	6	8	9	9	5
Nuwara Eliya	8	9	8	6	8	12	7	15
Kandy	10	22	11	18	10	29	11	21
Matale	8	9	8	0	8	5	8	14
Anuradhapura	8	15	9	8	8	18	8	8
Polonnaruwa	7	5	6	2	7	6	6	6
Trincomalee	7	4	7	2	6	4	6	6
Batticaloa	7	0	7	0	6	9	6	11
Ampara	7	4	7	5	6	10	6	4
Vavuniya	4	4	5	0	4	2	4	1
Jaffna	7	5	7	1	8	6	6	2
Mullativu	4	1	4	0	5	3	4	0
Mannar	4	3	4	2	5	4	4	2
Kilinochchi	5	5	4	1	4	5	4	0
<b>Total</b>	<b>200</b>	<b>230</b>	<b>206</b>	<b>100</b>	<b>201</b>	<b>267</b>	<b>193</b>	<b>172</b>

## 2.15 Distribution of Private Entrepreneurs Engaged in Commercial Activities

District	Number of Registered Persons in Each Category			
	Manufacturers	Importers	Traders	Repairers
Colombo	05	27	39	54
Gampaha	02	02	27	27
Kalutara	02	-	19	20
Galle	01	-	15	10
Matara	01	-	11	07
Hambantota	-	-	04	09
Kandy	-	02	16	22
Nuwara Eliya	-	-	07	04
Matale	-	01	06	03
Badulla	-	01	08	14
Kegalle	01	-	02	06
Ratnapura	-	-	10	04
Kurunegala	-	02	17	13
Anuradhapura	-	01	10	06
Monaragala	01	-	03	05
Vavuniya	-	-	02	01
Jaffna	-	-	02	03
Ampara	-	-	06	02
Batticaloa	-	-	03	02
Polonnaruwa	-	-	04	-
Puttalama	-	-	08	02
Trincomalee	-	-	04	-
Kilinochchi	-	-	-	01
Mulathi	-	-	-	01
<b>Total</b>	<b>13</b>	<b>36</b>	<b>223</b>	<b>216</b>

## 2.16 Registrations of Private Entrepreneurs Engaged in Commercial Activities

Registration Category	Number of Registered Persons in 2020	Total Registration Fee Rs.
Manufacturers of weighing / measuring instruments	13	23,000.00
Repairers of weighing / measuring instruments	216	638,600.00
Importers of weighing / measuring instruments	36	351,000.00
Sellers of weighing / measuring instruments	223	133,800.00
<b>Total</b>	<b>488</b>	<b>1,146,400.00</b>

(Face value of the stamps is included in the above table)



# Chapter 03

## Overall Financial Performance for the Year

**3.1 Statement of Financial Performance (Consolidated Fund)**

ACA -F

**Statement of Financial Performance**  
**for the period ended 31<sup>st</sup> December 2019**

Rs.

Budget 2019	Note	Actual		
		2019	2020	
-	<b>Revenue Receipts</b>	-	5,995,797	
-	Income Tax	1	-	} ACA-1
-	Taxes on Domestic Goods & Services	2	-	
-	Taxes on International Trade	3	-	
-	Non Tax Revenue & Others	4	-	
-	<b>Total Revenue Receipts (A)</b>		-	
-	<b>Non Revenue Receipts</b>			
-	Treasury Imprests		<b>139,183,000</b>	123,368,892 ACA-3
-	Deposits		155,508	680,010 ACA-4
-	Advance Accounts		5,715,419	6,584,143 AC5/5(a)/5(b)
-	Other Receipts		2,809,510	5,326,224
-	<b>Total Non Revenue Receipts (B)</b>		<b>147,863,437</b>	<b>135,959,269</b>
-	<b>Total Revenue Receipts &amp; Non Revenue Receipts C = (A)+(B)</b>		<b>147,863,437</b>	<b>135,959,269</b>
	<b>Less: Expenditure</b>			
-	<b>Recurrent Expenditure</b>		-	-
146,400,000	Wages, Salaries & Other Employment Benefits	5	145,720,092	128,132,107
-	Other Goods & Services	6	-	- ACA-2(ii)

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-	Subsidies, Grants and Transfers	7	-	-	
1,700,000	Interest Payments	8	1,655,020	1,684,293	
-	Other Recurrent Expenditure	9	-	-	
<u>148,100,000</u>	<b>Total Recurrent Expenditure (D)</b>		<b>147,375,112</b>	<b>129,816,400</b>	
	<b>Capital Expenditure</b>				
-	Rehabilitation & Improvement of Capital Assets	10	-	-	} ACA-2(ii)
-	Acquisition of Capital Assets	11	-	-	
-	Capital Transfers	12	-	-	
-	Acquisition of Financial Assets	13	-	-	
-	Capacity Building	14	-	-	
-	Other Capital Expenditure	15	-	-	
<u>-</u>	<b>Total Capital Expenditure (E)</b>		<b>-</b>	<b>-</b>	
	<b>Main Ledger Expenditure (F)</b>		<b>2,642,759</b>	<b>5,136,336</b>	
	<b>Deposit Payments</b>		94,841	115,277	ACA-4
	<b>Advance Payments</b>		2,547,918	5,021,059	ACA-5/5(a)/5(b)
	<b>Total Expenditure G = (D+E+F)</b>		<b>150,017,871</b>	<b>134,952,736</b>	
<u>-</u>	<b>Imprest Balance as at 31<sup>st</sup> December 2019 H = (C-G)</b>		<b>(2,154,434)</b>	<b>1,006,533</b>	


## 3.1.1 Statement of Financial Position (Consolidated Fund)

ACA-P

**Statement of Financial Position**  
As at 31<sup>st</sup> December 2019

	Note	2020 Rs	Actual 2019 Rs
<b><u>Non Financial Assets</u></b>			
Property, Plant & Equipment	ACA-6	1,433,652,021	1,433,652,021
<b><u>Financial Assets</u></b>			
Advance Accounts	ACA-5/5(a)	18,947,406	22,114,906
Cash & Cash Equivalents	ACA-3	-	-
<b>Total Assets</b>		<b>1,452,599,427</b>	<b>1,455,766,927</b>
<b><u>Net Assets / Equity</u></b>			
Net Worth to Treasury		(28,713,543)	(25,485,376)
Property, Plant & Equipment Reserve		1,433,652,021	1,433,652,021
Rent and Work Advance Reserve	ACA-5(b)		
<b><u>Current Liabilities</u></b>			
Deposits Accounts	ACA-4	47,660,949	47,600,282
Imprest Balance	ACA-3	-	-
<b>Total Liabilities</b>		<b>1,452,599,427</b>	<b>1,455,766,927</b>

Detail Accounting Statements in ACA format Nos. 1 to 6 presented in pages from 5 to 20 and Notes to accounts presented in pages from 21 to 28 form and integral parts of these Financial Statements. The Financial Statements have been prepared in complying with the Generally Accepted Accounting Principles whereas most appropriate Accounting Policies are used as disclosed in the Notes to the Financial Statements and hereby certify that figures in these Financial Statements, Notes to accounts and other relevant accounts were reconciled with the Treasury Books of Accounts and found to in agreement.



Chief Accounting Officer  
Name : J.M.B.Jayawardhana  
Designation : Secretary  
Date :25.06.2021



Accounting Officer  
Name : S.N.Akurathilaka  
Designation : Director  
Date : 23.06.2021



Accountant  
Name : A.R. Janaka Nayana Kumara  
Date : 23.06.2021

## 3.1.2 Statement of Cash Flows (Consolidated Fund)

ACA-C

**Statement of Cash Flows  
for the Period ended 31<sup>st</sup> December 2019**

	2020 Rs.	Actual 2019 Rs.
<b><u>Cash Flows from Operating Activities</u></b>		-
Total Tax Receipts		-
Fees, Fines, Penalties and Licenses		-
Profit		-
Non Revenue Receipts	3,343,614	5,424,460
Revenue Collected from the Other Heads		-
Imprest Received	139,183,000	123,368,892
<b>Total Cash generated from Operations (a)</b>	<b>142,526,614</b>	<b>128,793,352</b>
<b><u>Less - Cash disbursed for:</u></b>		
Personal Emoluments & Operating Payments	135,355,726	121,227,297
Subsidies & Transfer Payments	1,655,020	1,684,293
Expenditure on Other Heads	3,012,226	1,545,334
Imprest Settlement to Treasury	-	4,553
Settlement to the Department Fund	995,438	-
<b>Total Cash disbursed for Operations (b)</b>	<b>141,018,410</b>	<b>124,461,477</b>
<b>NET CASH FLOW FROM OPERATING ACTIVITIES (C)=(a)-(b)</b>	<b>1,508,204</b>	<b>4,331,875</b>
<b><u>Cash Flows from Investing Activities</u></b>		
Interest	-	-
Dividends	-	-
Divestiture Proceeds & Sale of Physical Assets	-	-
Recoveries from On Lending	-	-

Recoveries from Advance	-	-
<b>Total Cash generated from Investing Activities (d)</b>	<b>-</b>	<b>-</b>
<b><u>Less - Cash disbursed for:</u></b> Purchase or Construction of Physical Assets & Acquisition of Other Investment		
Advance Payments	1,413,363	4,257,175
<b>Total Cash disbursed for Investing Activities (e)</b>	<b>1,413,363</b>	<b>4,257,175</b>
<b>NET CASH FLOW FROM INVESTING ACTIVITIES (F)=(d)-(e)</b>	<b>(1,413,363)</b>	<b>(4,257,175)</b>
<b>NET CASH FLOWS FROM OPERATING &amp; INVESTMENT ACTIVITIES (g)=(c) + (f)</b>	<b>94,841</b>	<b>74,700</b>
<b><u>Cash Flows from Financing Activities</u></b>		
Local Borrowings	-	-
Foreign Borrowings	-	-
Grants Received	-	-
Deposit Received	-	-
<b>Total Cash generated from Financing Activities (h)</b>	<b>-</b>	<b>-</b>
<b><u>Less - Cash disbursed for:</u></b>		
Repayment of Local Borrowings	-	-
Repayment of Foreign Borrowings	-	-
Deposit Payments	94,841	74,700
<b>Total Cash disbursed for Financing Activities (i)</b>	<b>94,841</b>	<b>74,700</b>
<b>NET CASH FLOW FROM FINANCING ACTIVITIES (J)=(h)-(i)</b>	<b>(94,841)</b>	<b>(74,700)</b>
<b>Net Movement in Cash (k) = (g) -(j)</b>	<b>-</b>	<b>-</b>
<b>Opening Cash Balance as at 01<sup>st</sup> January</b>	<b>-</b>	<b>-</b>
<b>Closing Cash Balance as at 31<sup>st</sup> December</b>	<b>-</b>	<b>-</b>

**3.1.3 Performance of the Revenue Collection ( Consolidated Fund)**

Revenue Code	Description of the Revenue Code	Revenue Estimate		Collected Revenue	
		Original	Final	Amount (Rs.)	as a % of Final Revenue Estimate
	-No-				

**3.1.4 Proof of utilization of allocated funds (Consolidated Fund )**

Rs. ,000

Type of provision	Allocated provisions		Fact cost	Provisions utilized as% of the amount of final provisions made
	First Provisions	last Provisions		
Repetitive	148,100,000	148,100,000	147,375,112	99%
Capital	-	-	-	-

**3.1.5 In terms of F.R.208 grant of allocations for expenditure to this Department/District Secretariat/Provincial Council as an agent of the other Ministries/ Departments**

Serial No.	Allocation Received from Which Ministry /Department	Purpose of the Allocation	Allocation		Actual Expenditure	Allocation Utilization as a % of Final Allocation
			Original	Final		
		-No-				



**3.1.6 Performance of the Reporting of Non-Financial Assets ( Consolidated Fund)**

<b>Assets Code</b>	<b>Code Description</b>	<b>Balance as per Board of Survey Report as at 31.12.2019</b>	<b>Balance as per financial Position Report as at 31.12.2019</b>	<b>Yet to be Accounted</b>	<b>Reporting Progress as a %</b>
9151	Building and Structures	777,534,198	777,534,198	-	-
9152	Machinery and Equipment	305,642,823	305,642,823	-	-
9153	Land	350,475,000	350,475,000	-	-
9154	Intangible assets	-	-	-	-
9155	Biological assets	-	-	-	-
9160	Work in progress	-	-	-	-
9180	Leased assets	-	-	-	-

**3.2 Statement of Financial Performance (Measurement units, Standards & Services Fund)**

**Measurement units, Standards & Services Fund  
Financial Performance Statement for the year ending 31 st  
December 2020**

	<b>Notes</b>	<b>2020 Rs.</b>	<b>2019 Rs.</b>
<b><u>Income</u></b>			
Stamping Fee	6	221,744,860	235,750,196
Calibration Fee		2,587,113	2,444,341
Verification Fee		44,667	-
Pattern approval Fee		288,494	1,092,253
Registration Fee		835,434	833,691

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Course Fee		14,444	
Interest		25,571,586	27,305,445
Training		-	792,011
Other Income		48,675	452,371
<b>Total Income</b>		<b><u>251,135,272</u></b>	<b><u>268,670,308</u></b>

**Expenditures**

Allowances	7	2,086,641	2,830,496
Travelling Expenditures	8	7,555,464	19,412,318
Supplies	9	22,794,076	7,998,353
Maintenance Expenditures	10	14,122,847	8,504,102
Services	11	23,269,401	26,487,680
Subscriptions and Contributions fees		7,802,560	3,022,084
Other Recurrent Expenditure		-	8,063,023
Property, plant & equipment Depreciation	12	63,687,664	59,649,906
Staff Training		464,500	1,618,365
		-	1,080,914
Property, plant & equipment Repairs	13	9,916,096	1,991,399
Acquisition of Capital Assets		-	10,354,940
<b>Total Expenditure</b>		<b><u>151,699,249</u></b>	<b><u>151,013,580</u></b>
<b>Excess for the Period</b>		<b><u>99,436,023</u></b>	<b><u>117,656,728</u></b>

## 3.2.1 Statement of Financial Position (Measurement units, Standards &amp; Services Fund)

**Measurement units, Standards & Services Fund**  
**Financial Position Statement as at 31 st**  
**December 2020**

	Notes	2020 Rs.	2019 Rs.
<b><u>Assets</u></b>			
<b><u>Current Assets</u></b>			
Cash & Cash Equivalent	1	371,296,605	365,717,419
Closing Stocks		1,466,065	1,408,890
Receivables	2	1,137,970	2,756,776
Bank Gurantee		2,187,000	-
Pre Payments		4,536	-
Loan Account - S.D.I.Dias		107,080	-
Unsettle Advance		-	80,000
Election Advance		-	365,728
<b>Current Assets</b>		<b>376,199,255</b>	<b>370,328,813</b>
<b><u>Non Current Assets</u></b>			
Property, Plant & Equipment	3	910,361,720	121,552,008
Land & Building		-	711,227,075
Fixed Deposits		296,461,542	270,000,000
Dep. Sec. to the Treasury Deposits		47,660,949	47,600,282
Receivables		-	107,075
<b>Non Current Assets</b>		<b>1,254,484,211</b>	<b>1,150,486,440</b>
<b>Total Assets</b>		<b>1,630,683,466</b>	<b>1,520,815,253</b>
<b><u>Liabilities</u></b>			
<b><u>Current Liabilities</u></b>			

Accrual Expenditure		7,312,099	10,437,235
One third of the revenue payable to the Treasury	5	32,316,135	44,911,940
VAT		7,273,190	8,945,497
Deposits Account		47,550	43,000
Pre Income Received		-	104,000
<b>Current Liabilities</b>		<b>46,948,973</b>	<b>64,441,672</b>
<b><u>Non Current Liabilities</u></b>			
One third of the revenue payable to the Treasury		-	15,632,886
		-	15,632,886
<b>Total Liabilities</b>		<b>46,948,973</b>	<b>80,074,558</b>
<b>Total Net Assets</b>		<b>1,583,734,493</b>	<b>1,440,740,695</b>
<b><u>Equity &amp; Reserves</u></b>			
<b><u>Reserves</u></b>			
Property, Plant & Equipment Reserve		36,700,007	-
		36,700,007	-
<b><u>Equity</u></b>			
Cummulative Fund		1,547,034,486	1,440,740,695
<b>Total Equity &amp; Reserves</b>		<b>1,583,734,493</b>	<b>1,440,740,695</b>

We ensure that these financial statements are prepared in accordance with public sector accounting standards and generally accepted accounting principles



Chief Accounting Officer

Name : J.M.B.Jayawardhana

Date : 25.06.2021



Accounting Officer

Name : S.N.Akuranthilaka

Date : 25.06.2021



Accountant

Name : A.R.J.Nayana Kumara

Date : 25.06.2021

## 3.2.2. Statement of Cash Flows (Measurement units, Standards &amp; Services Fund)

**Measurement units, Standards & Services Fund**  
**Cash Flow Statement for the year ending 31 st December 2020**

	Notes	2020	2019
<b><u>Operating Activities</u></b>			
<b><u>Receipts</u></b>			
Income Receipts	14	338,008,595	366,525,093
Other Receipts	15	1,436,616	123,833
VAT Receipts		27,005,655	52,251,011
Advance Receipts	16	2,492,570	-
<b><u>Payments</u></b>			
Expenditure Payments	17	(79,997,876)	(80,162,904)
VAT Payments		(27,950,538)	(58,725,906)
Advance Payments	18	(4,780,814)	(965,728)
Accrual Expenditure Payments	19	(12,291,339)	(2,766,200)
Deposits Payments		(293,600)	-
One third of the revenue payable to the Treasury Payments		(114,226,002)	-
<b>Net Cash flow from the Operating Activities</b>		<b>129,403,267</b>	<b>276,279,199</b>
<b><u>Investment Activities</u></b>			
Fixed Deposits		(10,000,000)	-
Interest Receipts	20	11,496,845	44,919,284
Acquisition of Capital Assets	21	(106,177,638)	(11,121,852)
Rehabilitation of Capital Assets		-	(1,991,399)
Staff Training		(464,500)	(1,661,865)
Land		10,300,000	-

Bank Guarantee	(2,187,000)	-
<b>Net Cash flow from the Investment Activities</b>	<b>(97,032,293)</b>	<b>30,144,168</b>
<b><u>Financing Activities</u></b>	-	-
Loan Receipts	142,764	142,768
One third of the revenue payable to the Treasury Payments	(26,799,242)	(159,907,244)
Special Deposits	-	23,000,000
<b>Net Cash flow from the Financing Activities</b>	<b>(26,656,478)</b>	<b>(136,764,476)</b>
Net Movement in Cash & Cash Equivalents	<b>5,714,495</b>	<b>169,658,891</b>
Opening Cash & Cash Equivalents Balance	<b>365,582,110</b>	<b>196,058,528</b>
Closing g Cash & Cash Equivalents Balance	<b>371,296,605</b>	<b>365,717,419</b>

### 3.2.3 Cummulative Fund Statement

#### Cummulative Fund Statement

	Notes	
Opening Balance as at 01.01.2020		1,440,740,695
<b><u>Add</u></b>	-	
Machinery		577,100
Machinery		8,115,556
Cummulative Depreciation of Office Furniture		237,437
Fixed Deposits Interest Receivables		147,947
Cash		6,580
		<hr/> 1,449,825,315
<b><u>Less</u></b>	-	
Cash		135,309
Previous year Expenditure	22	2,091,543
		<hr/> 1,447,598,463
<b><u>Add</u></b>	-	
Excess for the Period		99,436,023
<b>Closing Balance as at 31.12.2020</b>		<b>1,547,034,486</b>

# Chapter 04

# Performance Indicators



**4.1 Performance indicators of the Institute (Based on the Action Plan)**



Specific Indicators	Actual output as a percentage (%) of the expected output		
	100% - 90%	75% - 89%	50% -74%
Number of units verified			<b>51%</b>
Verification income	<b>136%</b>		
Number of units of Calibrated			<b>65 %</b>
Calibration income	<b>89%</b>		
Number of training program			<b>6%</b>
Training income			<b>3%</b>
Number of units pattern approved	<b>100%</b>		
Pattern approval income	<b>100%</b>		
Number of registered persons		<b>83%</b>	
Registration income		<b>84%</b>	
Units of Prepack	<b>100%</b>		
Prepack income	<b>100%</b>		
Units of raids			<b>61%</b>
Number of awareness programs	<b>96%</b>		



Chapter 05  
Performance of the achieving  
Sustainable Development Goals  
(SDG)

## 5.1 Indicate the Identified respective Sustainable Developments Goals

Goals / Objective	Goals	Success Indicators	Progress of the Achievement to date		
			0%-49%	50%-74%	75%-100%
Goal 01 - No Poverty  	<p>Making trade fairer, even in the smallest markets, will ensure that all farmers receive the correct payment for their produce.</p> <p>Ensuring that governments are able to collect accurate taxes on exports, not just the price paid by accurate measurements</p> <p>The control of prepacked goods will also help to reduce fraud in this increasingly important area which often concerns staple foodstuffs.</p>	<p>Number of targeted verified units during the year</p> <p>How many pre-packaging items are expected to be monitored during the year</p>		51%	
Goal 03   <p>Good Health and well being</p>	<p>Improvements in the quality of healthcare for the patient,</p> <p>Reduction in “false positive” and “false negative: test results,</p> <p>Reduction in costs for governments and healthcare insurers and an improvement in the efficiency of health care,</p> <p>Reduction in the numbers of repeat tests due to improvements in quality,</p>	<p>The number of units expected to verify the equipment related to the health sector during the year</p>		(Targets not specified and done on request)	

<p>Goals 07</p>  <p>Affordable and clean Energy</p>	<p>Reduction of costs for the in vitro diagnostic (IVD) in quality,</p> <p>Metrology play critical role to control the CO<sub>2</sub> and other negative emissions to the environment.</p>	<p>How many Smock meter verified during the year</p>		<p>590 (Targets not specified and done on request)</p>	
<p>Goal 09</p>  <p>Industry innovation and Infrastructure</p>	<p>Meet regulatory requirements, document standards and specifications that ensure quality in the manufacture of parts and finished goods.</p> <p>consumer and industrial quality expectations are met, including product value/price and reliability.</p> <p>typically through the use of the CIPM MRA and for commercial laboratories, accreditation, leading to measurement and test results that are internationally recognized and accepted, thus avoiding trade barriers through repeat tests</p>	<p>How many Calibration during the year</p> <p>Measures taken to meet the targeted CIMP MRA requirements during the year.</p>		<p>65%</p>	

## **Chapter 06**

# **Human Resource Profile**

**6.1 Cadre Management****The cadre composition – 2020.12.31**

Position	Salary Scale	Service Category	Class	Approved Cadre	Actual Cadre			Vacancies
					Permanent	Casual	Acting	
<b>Senior Level</b>								
Director MUSS	SL-1-2016	SLSS	I	01	01	-	-	-
Deputy Director / Assistant Director MUSS	SL-1-2016	SLSS	III/II/I	15	08	-	-	07
Assistant Director MUSS (Admin)	SL-1-2016	SLAS	III	01	-	-	-	01
Accountant	SL-1-2016	SLACS	II/I , II/II	01	01	-	-	-
Accountant (Internal Auditor)	SL-1-2016	SLACS	II/I , II/II	01	-	01	-	01
<b>Tertiary Level</b>								
Administrative Officer	MN-7-2016	Public Management Assistant Service	Special	01	-	-	-	01
Assistant Superintendent of MUSSD	MN-7-2016	Departmental		04	-	-	01	04
Metrology Experimental Officer	MN-7-2016	Technical Service (Supra)	Special	25	04	-	-	21

Position	Salary Scale	Service Category	Class	Approved Cadre	Actual Cadre			Vacancies
					Permanent	Casual	Acting	
<b>Secondary Level</b>								
Information & Communication Technology Officer	MN-6-2016	IT Service		01	01	-	-	-
Metrology Experiment Officer	MN-4-2016	Departmental		36	12	-	-	24
District Metrology Investigation Assistant	MN-4-2016	Departmental		03	03	-	-	-
Development Officer (With Graduate Trainee)	MN-4-2016	Development Service		60	48	-	-	12
Librarian	MN-3-2016	Librarian Services		01	-	-	-	01
MSD Inspector	MN-3-2016	Technical Service	III/II/I	91	87	-	-	04
Lab Assistant	MN-3-2016	Departmental		04	02	-	-	02
Management Services Officer	MN-2-2016	Public Management Assistant Service		20	19	-	-	01

Position	Salary Scale	Service Category	Class	Approved Cadre	Actual Cadre			Vacancies
					Permanent	Casual	Acting	
<b>Primary Level</b>								
Technician	MT3/PL3	Departmental		02	-	-	-	02
Mechanic	PL3-2016	Departmental		02	02	-	-	-
Driver	PL3-2016	Departmental		17	16	-	-	01
MUSS Sahayaka	PL2-2016	Departmental		63	57	-	-	06
Lab Sahayaka	PL2-2016	Departmental		10	07	-	-	03
Lorry Sahayaka	PL1-2016	Departmental		02	02	-	-	-
KSS	PL1-2016	KSS (Combined Services)		05	05	-	-	-
Watcher	PL1-2016	Departmental		01	-	-	-	01
Sanitary Labor	PL1-2016	Departmental		01	-	-	-	01
<b>Total</b>				<b>368</b>	<b>275</b>	<b>01</b>	<b>01</b>	<b>93</b>

**06.2 Human Resource Development****Local Training 2020**

No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
				Local	Foreign		
01	Advance MS Excel Skills for Government Officers	4	20.08.2020 21.08.2020	Rs.52,000.00		Local	Knowledge of MS Excel
02	CIGAS Training	2	07.09.2020	Free		Local	Knowledge of CIGAS
03	Computer Training	2	07.03.2020	Rs.9000.00		Local	Basic knowledge
04	Digital thermometer use, calibration, verification	1	30.06.2020	Rs.1,000.00		Local	knowledge related to Digital thermometer use, calibration, verification
05	Duties & Responsibilities of Leave Clerk	1	10.11.2020	Rs.8,500.00		Local	Knowledge of the duties and responsibilities of the leave officer
06	Duties & Responsibilities of Driver	3	17.09.2020 18.09.2020	Rs.25,500.00		Local	Knowledge of duties and responsibilities
07	Legal Training	27	2021.01.11 2021.02.05 (Planned for 2020.)	Rs.243,000.00		Local	Legal matters required for official duties



No	Name of the Program	No. of staff trained	Duration of the program	Total Investment (Rs'000)		Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
				Local	Foreign		
08	Practical Aspects of Bid Evolution	1	30.01.2020 31.01.2020	Rs.17,000.00		Local	Knowledge related to bid evaluation
09	Public Procurement Procedure	2	30.07.2020 31.07.2020 -	Rs.17,000.00		Local	Knowledge related to procurement

**Foreign Training**

All of the following overseas training was conducted online due to the covid 19.

No	Name of the Program	No. of staff trained	Duration of the program	Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
01	Temperature online training	21	10.12.2020 18.12.2020	Foreign	Basics in temperature measurement Resistance Temperature Detectors (RTD's) Thermocouples TC-cables & permitted deviations TC-cables & permitted deviations Liquid-in-Glass Thermometer (LIGT) Calibration and measuring uncertainty budget for LiGT's Mechanical thermometers On-Site calibration Non-contact temperature measurement Measuring uncertainty budget for pyrometry and Uncertainty in temperature measurement with examples
02	CIPM Meeting of NMI Directors	1	15.10.2020	Foreign	News from the CIPM and update on Strategy development Report on activities by the BIPM Secretariat since October 2019 Report of NMI activities related to the Covid-19 pandemic Panel discussion – “The way forward for measurement and metrology after the global pandemic”

No	Name of the Program	No. of staff trained	Duration of the program	Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
03	CIML 55 <sup>th</sup> Meeting	1	20.10.2020 22.10.2020	Foreign	Financial matters OIML publications and technical activities OIML Certification System (OIML -CS) International cooperation
04	TCT Meeting	1	02.11.2020	Foreign	Issues of HC-3 hybrid comparison of MUSSD were discussed and future plans were drawn up. WG activities on SPRT, IPRT, Radiation thermometry, Humidity 6.5 and Thermophysical Quantities were discussed Ongoing comparisons and Proposal on new comparison and projects MEDEA/DEC issues on TCT Topic for TCT workshop
05	41st Meeting of the APMP Developing Economies' Committee (DEC)	1	19.11.2020	Foreign	MUSSD's contribution to achieving national goals during the Covid-19 pandemic and beyond Review on DEC strategic plan 2021-2023 Updates on DEC taskforces Updates among the DEC members BIPM KCDB 2.0 and Capacity Building & Knowledge Transfer (CBKT) program and CIPM update on issues relevant to the DEC Proposed activities to support developing NMIs

No	Name of the Program	No. of staff trained	Duration of the program	Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
06	APMP-APLMF-PTB MEDEA 3.0 Workshop	1	19.11.2020	Foreign	Discussion on the World Bank Rapid Diagnostic toolkit
07	"#SPICES to DOST Labs @ National Metrology Laboratory" an online platform for the demonstration and orientation of DOST - PHILIPPINES	1	20.11.2020	Foreign	Strategic promotion through integrating collaboration and engagement of Small Medium Enterprises (SMEs) to support the technology transfer and commercialization
08	APMP NMI Directors' Workshop	1	24.11.2020	Foreign	Seminars on regional cooperation in response to the COVID-19 pandemic and beyond
09	DEC-MEDEA COVID-19 Workshop	1	25.11.2020	Foreign	Joint development of specific project proposals for submission under the APMP fund
10	TCQS	1	09.11.2020 12.11.2020	Foreign	Develop system to work on soft copies and scanned copies facilitate for remote assessments. Develop portable conferencing system for remote assessments
11	TCTF	1	13.11.2020	Foreign	Backup system establishments, Improving NTP system

No	Name of the Program	No. of staff trained	Duration of the program	Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
12	Technical Committee of Fluid Flow (TCFF)	1	09.11.2020 10.11.2020	Foreign	Session regarding the new CMC publication in KCBD 2.0 Discussion regarding the micro-pipettes intercomparison
13	Clean water focus Group Clean water Workshop	1	09.11.2020	Foreign	Activities related to quality control of water testing.
14	TCQS workshop	1	11.11.2020	Foreign	New KCDB flat form.
15	TCQM Meeting (Part I)	1	13.11.2020 18.11.2020	Foreign	CMC submission process About DEC Strategic plan
16	TCQM Meeting (Part II)	1	17.11.2020 18.11.2020	Foreign	About latest ILC/PT time table About country updates

No	Name of the Program	No. of staff trained	Duration of the program	Nature of the Program (Abroad/Local)	Output/Knowledge Gained*
17	APMP-APLMF- PTB – MEDEA 3.0 Workshop	1	19.11.2020	Foreign	Details about MEDEA 3.0 project
18	TCEM meeting	2	04.11.2020 06.11.2020	Foreign	Improving environment condition of electrical laboratories. Start new fields based on demand APMP TCEM CMC review process implemented under KCDB2.0 Updates about ILCs
19	EEFG meeting	1	05.11.2020	Foreign	Nomination of contact persons and members for EEFG
20	TC - Mass Related Quantities	1	09.11.2020 11.11.2020	Foreign	Mass intercomparison for 50 kg CMC submission and review process in KCDB 2.0 Progress and final report issues of APMP.K7 mass intercomparison (pilot lab NIM China) Development of calibration procedure of blood pressure measuring devices Optical pressure standard developed at NIM China Measurement technologies brought by the new definition of the kilogram based on the Planck constant, NMIJ, Japan

# Chapter 07

# Compliance Report

No.	Applicable Requirement	Compliance Status (Complied/Not Complied)	Brief explanation for Non Compliance	Corrective actions proposed to avoid non-compliance in future
<b>1</b>	<b>The following Financial statements/accounts have been submitted on due date</b>			
1.1	Annual financial statements	Complied		
1.2	Advance to public officers account	Complied		
1.3	Trading and Manufacturing Advance Accounts (Commercial Advance Accounts)	Not Complied		
1.4	Stores Advance Accounts	Not Complied		
1.5	Special Advance Accounts	Not Complied		
1.6	Others Measurement units , Standards & Services Fund	Complied		
<b>2</b>	<b>Maintenance of books and registers (FR445)/</b>			
2.1	Fixed assets register has been maintained and update in terms of Public Administration Circular 267/2018	Complied		
2.2	Personal emoluments register/ Personal emoluments cards has been maintained and update	Complied		
2.3	Register of Audit queries has been maintained and update	Complied		
2.4	Register of Internal Audit reports has been maintained and update	Complied		



2.5	All the monthly account summaries (CIGAS) are prepared and submitted to the Treasury on due date	Complied		
2.6	Register for cheques and money orders has been maintained and update	Complied		
2.7	Inventory register has been maintained and update	Complied		
2.8	Stocks Register has been maintained and update	Complied		
2.9	Register of Losses has been maintained and update	Complied		
2.10	Commitment Register has been maintained and update	Not Complied	Does not maintain document due to lack of liabilities	
2.11	Register of Counterfoil Books (GA – N20) has been maintained and update	Complied		
<b>03</b>	<b>Delegation of functions for financial control (FR 135)</b>			
3.1	The financial authority has been delegated within the institute	Complied		
3.2	The delegation of financial authority has been communicated within the institute	Complied		
3.3	The authority has been delegated in such manner so as to pass each transaction through two or more officers	Complied		
3.4	The controls has been adhered to by the Accountants in terms of State Account Circular 171/2004 dated 11.05.2014 in using the Government Payroll Software Package	Complied		
<b>4</b>	<b>Preparation of Annual Plans</b>			
4.1	The annual action plan has been prepared	Complied		
4.2	The annual procurement plan has been prepared	Complied		

4.3	The annual Internal Audit plan has been prepared	Complied		
4.4	The annual estimate has been prepared and submitted to the NBD on due date	Complied		
4.5	The annual cash flow has been submitted to the Treasury Operations Department on time	Complied		
<b>5</b>	<b>Audit queries</b>			
5.1	All the audit queries has been replied within the specified time by the Auditor General	Complied		
<b>6</b>	<b>Internal Audit</b>			
6.1	The internal audit plan has been prepared at the beginning of the year after consulting the Auditor General in terms of Financial Regulation 134(2)) DMA/1-2019	Complied		
6.2	All the internal audit reports has been replied within one month	Not Complied	No answers received	Officers were informed to reply within the relevant period in future.
6.3	Copies of all the internal audit reports has been submitted to the Management Audit Department in terms of Sub-section 40(4) of the National Audit Act No. 19 of 2018	Complied		
6.4	All the copies of internal audit reports has been submitted to the Auditor General in terms of Financial Regulation 134(3)	Complied		
<b>7</b>	<b>Audit and Management Committee</b>			
7.1	Minimum 04 meetings of the Audit and Management Committee has been held during the year as per the DMA Circular 1-2019	Not Complied	COVID 19 could not be held due to the epidemic.	

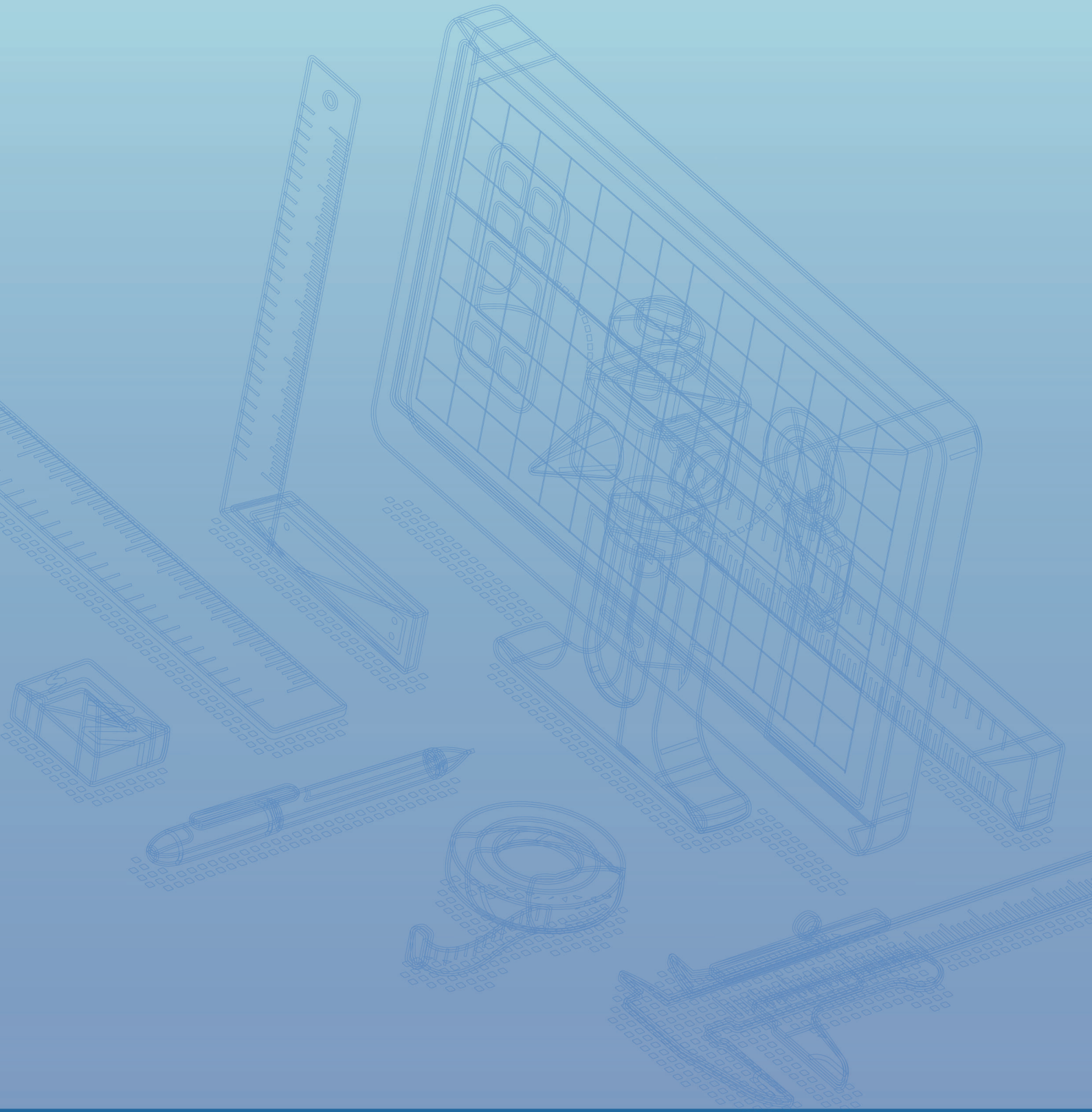
<b>8</b>	<b>Asset Management</b>			
8.1	The information about purchases of assets and disposals was submitted to the Comptroller General's Office in terms of Paragraph 07 of the Asset Management Circular No. 01/2017	Complied		
8.2	A suitable liaison officer was appointed to coordinate the implementation of the provisions of 13the circular and the details of the nominated officer was sent to the Comptroller General's Office in terms of Paragraph 13 of the aforesaid circular	Not Complied	No officer has been appointed.	Appoint an officer and report to the Comptroller General's Office
8.3	The boards of survey was conducted and the relevant reports submitted to the Auditor General on due date in terms of Public Finance Circular No. 05/2016	Not Complied	Completion of Goods Survey on 31/12/2020before 31/03/2021	Carrying out survey of goods and submitting reports on due date from the year 2021.
8.4	The excesses and deficits that were disclosed through the board of survey and other relating recommendations, actions were carried out during the period specified in the circular	Not Complied		Appointing a committee for this purpose and obtaining reports on excess deficiencies
8.5	The disposal of condemn articles had been carried out in terms of FR 772	No		
<b>9</b>	<b>Vehicle Management</b>			
9.1	The daily running charts and monthly summaries of the pool vehicles had been prepared and submitted to the Auditor General on due date.	Complied		
9.2	The condemned vehicles had been disposed of within a period of less than 6 months after condemning	Not Complied	No decision has been made.	
9.3	The vehicle logbooks had been maintained and updated	Complied		
9.4	The action has been taken in terms of F.R. 103, 104, 109 and 110 with regard to every vehicle accident			

9.5	The fuel consumption of vehicles has been re-tested in terms of the provisions of Paragraph 3.1 of the Public Administration Circular No. 30/2016 of 29.12.2016	Not Complied	Implemented from 2021	
9.6	The absolute ownership of the leased vehicle log books has been transferred after the lease term	Complied		
<b>10</b>	<b>Management of Bank Accounts</b>			
10.1	The bank reconciliation statements had been prepared, got certified and made ready for audit by the due date	Complied		
10.2	The dormant accounts that had existed in the year under review or since previous years settled	No		
10.3	The action had been taken in terms of Financial Regulations regarding balances that had been disclosed through bank reconciliation statements and for which adjustments had to be made, and had those balances been settled within one month	Complied		
<b>11</b>	<b>Utilization of Provisions</b>			
11.1	The provisions allocated had been spent without exceeding the limit.	Complied		
11.2	The liabilities not exceeding the provisions that remained at the end of the year as per the FR 94(1)	Not applicable		
<b>12</b>	<b>Advances to Public Officers Account</b>			
12.1	The limits had been complied with	Complied		
12.2	A time analysis had been carried out on the loans in arrears	Complied		
12.3	The loan balances in arrears for over one year had been settled	Not Complied	Failure to recover the loan balances of two officers who left the service	The Attorney General has been informed. Taking further action to recover the debt balances of the relevant officers

<b>13</b>	<b>General Deposit Account</b>			
13.1	The action had been taken as per F.R.571 in relation to disposal of lapsed deposits	Not Complied	No deposit account balance	
13.2	The control register for general deposits had been updated and maintained	Not Complied	No deposit account balance	
<b>14</b>	<b>Imprest Account</b>			
14.1	The balance in the cash book at the end of the year under review remitted to TOD	Complied		
14.2	The ad-hoc sub imprests issued as per F.R. 371 settled within one month from the completion of the task		No interim injunction granted	
14.3	The ad-hoc sub imprests had not been issued exceeding the limit approved as per F.R. 371		No interim injunction granted	
14.4	The balance of the imprest account had been reconciled with the Treasury books monthly	Complied		
<b>15</b>	<b>Revenue Account</b>			
15.1	The refunds from the revenue had been made in terms of the regulations	Not relevant		
15.2	The revenue collection had been directly credited to the revenue account without credited to the deposit account	Not relevant		
15.3	Returns of arrears of revenue forward to the Auditor General in terms of FR 176	Not relevant		
<b>16</b>	<b>Human Resource Management</b>			
16.1	The staff had been paid within the approved cadre	Complied		
16.2	All members of the staff have been issued a duty list in writing	Complied		
16.3	All reports have been submitted to MSD in terms of their circular no.04/2017 dated 20.09.2017			

17	<b>Provision of information to the public</b>			
17.1	An information officer has been appointed and a proper register of information is maintained and updated in terms of Right To Information Act and Regulation	Complied		
17.2	Information about the institution to the public have been provided by Website or alternative measures and has it been facilitated to appreciate / allegation to public against the public authority by this website or alternative measures	Complied		
17.3	Bi- Annual and Annual reports have been submitted as per section 08 and 10 of the RTI Act	Complied		
18	<b>Implementing citizens charter</b>			
18.1	A citizens charter/ Citizens client's charter has been formulated and implemented by the Institution in terms of the circular number 05/2008 and 05/2018(1) of Ministry of Public Administration and Management	Complied		
18.2	A methodology has been devised by the Institution in order to monitor and assess the formulation and the implementation of Citizens Charter / Citizens client's charter as per paragraph 2.3 of the circular	Not Complied		
19	<b>Preparation of the Human Resource Plan</b>			
19.1	A human resource plan has been prepared in terms of the format in Annexure 02 of Public Administration Circular No.02/2018 dated 24.01.2018.	Complied		
19.2	A minimum training opportunity of not less than 12 hours per year for each member of the staff has been ensured in the aforesaid Human Resource Plan	Complied		
19.3	Annual performance agreements have been signed for the entire staff based on the format in Annexure 01 of the aforesaid Circular	Not Complied	Staff Officers Only	

19.4	A senior officer was appointed and assigned the responsibility of preparing the human resource development plan, organizing capacity building programs and conducting skill development programs as per paragraph No.6.5 of the aforesaid Circular	Complied		
<b>20</b>	<b>Responses Audit Paras</b>			
20.1	The shortcomings pointed out in the audit paragraphs issued by the Auditor General for the previous years have been rectified	Complied		



මහේනවත්ත, පිටිපන, හෝමාගම  
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