

Anti-Corruption Action Plan (2026) – Office of the Chief Secretary, North Central Province

01. Introduction

1.1 Legal Mandate of the Institution

Empowered through the 13th Amendment to the Constitution.

1.2 Basic Information Regarding the Institution

❖ Departments

- Provincial Treasury
- Provincial Planning and Operational Department
- Provincial Engineering Department
- Provincial Internal Audit and Investigation Department
- Provincial Revenue Department
- Management Development and Training Unit

❖ Divisions Functioning under the Chief Secretary's Office

- Establishment Division
- Accounts Division
- Information Technology Division
- Legal Division
- Drug Prevention Division
- Language Translation Division

Action Plan (2026)

Internal Affairs Unit, Office of the Chief Secretary, North Central Province

No.	Responsibility	Completion Date	Estimated Cost	Required Support	Key Performance Indicators (KPI)	Notes
01	Compliance with IAU Rules and Implementation: I. Strict adherence to IAU institutional guidelines and acts. II. Formalizing rules and regulations under the guidance of institutional heads. III. Collaborating with CIABOC to obtain guidance.	2026-12-31	LKR 20,000.00 (General Administrative Expenses)	• Approval and guidance from IAU heads. • Support from relevant institutional divisions.	All activities implemented within a legal framework.	Implemented annually.
02	Corruption Risk Assessment and Prevention: I. Conducting Corruption Risk Assessments (CRA) to identify corruption risks within the institution. II. Taking corrective measures based on identified vulnerabilities.	2026-06-30	LKR15,000.00	• Support from Department Heads. • Support from Internal Audit Division.	Minimization of corruption reports and increase in client satisfaction.	Reviewed semi-annually.
03	Formalization of Public Relations and Complaints: I. Maintaining an official Complaint Register to record public complaints and suggestions. II. Facilitating complaint submissions via WhatsApp and other digital media.	2026.12.31	LKR10,000.00	• Support from IT Division. • Support from Public Relations Officers.	Complaint resolution rate exceeding 90%.	Monthly progress review.
04	Internal Audit and Monitoring Mechanism: I. Strengthening the Internal Audit Division and implementing regular audit inspections. II. Providing Corrective Actions for identified discrepancies.	Quarterly	LKR20,000.00	• Internal Audit Division. • Management guidance.	Timely submission of audit reports.	Quarterly and monthly reports are prepared.

05	Conducting Employee Awareness Training Programs: I. Organizing awareness programs for officers on institutional discipline, ethics, and corruption prevention. II. Conducting special workshops for staff.	Monthly and Quarterly	LKR50,000.00	• Training Division. • Support from resource persons.	Percentage of officers participating in training programs exceeding 80%.	Implemented annually.
06	Enhancing Information Technology and Digitization: I. Digitizing file management and service delivery processes (e-Governance). II. Introducing online tracking mechanisms to minimize delays.	2026.12.31	LKR150,000.00	• IT Division. • Approval from the Chief Secretary's Office.	30% reduction in processing time.	Under the supervision of the technical division.

Action Plan (2026) - Time Frame

Internal Affairs Unit, Office of the Chief Secretary, North Central Province

	Activity	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
1	Appointing Officers to the IAU Unit												
	I. Assistant Social Board Officers and Members								√				
2	Assigning Duties for the Staff												
	I. According to the Presidential Circular issued on 2026.08.16, under the second phase of recruitment, staff members and assistant support boards are appointed to enhance duties. Duties are assigned to these officers.								√				
	II. Establishing an assistant support board								√				
3	Tasks Related to Improving Communication												
	I.Setting up a complaint box away from CCTV cameras								√				
	II.. Daily updating of IAU-related information via the website	Throughout the year											
	III.. Maintaining a complaint log book in a standard format	Throughout the year											
	IV. Facilitating complaint submission via QR code	Throughout the year											
	V. Conducting awareness programs (posters, art competitions for school children, programs concurrent with Integrity Week)	Throughout the year											

	VI. Receiving, recording, and providing solutions for complaints in a confidential and secure manner	Throughout the year											
4	Accountability and Access												
	I. Communicating information regarding the IAU unit on the institution's webpage	Throughout the year											
5	Awareness												
	I. Making all officers of the institution aware of the objectives, goals, and functioning of the IAU										√	√	√
	II. Formulating a plan to identify and remove systemic barriers causing delays in performing duties within current institutional circular operations and procedures, thereby ensuring efficiency	√	√	√									
	III. Conducting institutional corruption risk assessments and preparing a Corruption Risk Assessment (CRA) plan	√	√	√									
	IV. Preparing an Institutional Integrity Action Plan (IIAP) based on CRA	√	√	√									
	V. Implementing and following up on CRA and IIAP	Throughout the year											
	VI. Informing relevant parties and following up regarding the submission of asset and liability declarations						√						
	VII. Updating and maintaining the Citizens' Charter and bringing it closer to the public	√	√	√									
	VIII. Displaying institutional code of ethics	√											
	IX. Implementing awareness programs on laws related to conflict of interest and other corruption and bribery	Throughout the year											
	X. Special awareness regarding the Anti-Corruption Act No. 9 of 2023	Throughout the year											
	XI. Being aware of and acting in accordance with the Internal Unit Investigation Plan (NAP)	Throughout the year											
6	Progress Review												

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