



Action Plan 2019

Survey Department

Ministry of Lands and Parliamentary Reforms

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1.0 Introduction

Pioneering surveying and mapping functions in the fields such as Land Surveying, Mapping, Remote Sensing technological Methods, Global Navigation Satellite Systems (GNSS), Geographical Information Systems (GIS), Land Information Systems (LIS) and Photogrammetric Activities and Geodetic Surveys, have been assigned statutorily to the Survey Department. The Department was capable of gaining of these fields to more information technology contributed fields with rapid development of technology.

The branch named “Geographical Names and National Spatial Data Infrastructure (NSDI)” established in Sri Lanka Survey Department accomplishes a great service for sharing of land related information cooperatively with other organizations who are interested in land information.

The Department made different kind of contribution in numerous ways for the government development projects. Preparation of plans, surveying the lands, a basic need for development programs such as high ways, expansion of roads, initiation of airport, harbour, tourist projects, power and energy projects, have been properly fulfilled.

Similarly, by fulfilling surveys and mapping activities required for implementation of recommendations of LLRC report, the department has made maximum contribution. Preparation of maps required for delimitation for election process has been completed.

Establishment of Geodetic Control Network and upgrading it to a higher accuracy introducing the Global Navigation Satellite Systems (GNSS), and since the establishment of Sri Lanka Continuous operation Reference System (SLCORS) network by Global Navigation Satellite System (GNSS) technology, fulfilling of geodetic requirements in western province and in nearby several districts has been made easy.

Preparation and update of the 1:50,000 Topographical Map series replacing the One Inch Topographical map series, preparation of 1 : 10,000 Topographical Map Series so as to cover the whole country, preparation of National Atlas in three languages, maintenance of data base relevant to preparation of Colombo and suburb, town maps in the scale of 1:2000, preparation and maintenance a Topographical Vector Databases in the scale of 1: 250,000, 1:50,000 and 1:10,000, introducing of LiDAR Technology to Sri Lanka, providing of data required for disaster management and preparation of maps are only the few of the great services which have been accomplished.

Further, the Department is contributing actively by carrying out surveys and preparation of ‘cadastral plans’ for the 'Bimsaviya' Program undertaken by Ministry of Land and Parliamentary Reforms with a view to issue title certificates.

Information Technology has been regularly used by public to obtain land information through the internet and to provide public friendly service and also as an administrative supportive service, such as/to human resource management, Data storage and to obtain information quickly and smarter as well as advance communication System, such as internet connection and E-Mail is also used.

Raising the reputation of the department in the island and marking a significant turning point in the journey towards using Information technology of the department, Investor's guide for reserves data base prepared by the information Technology Branch, for the purpose of obtaining of land information that support for encouraging of investors who contribute for the local economic development, was won the merit award in the competition of e-Swabimani held by Information and Communication Technology Agency (ICTA), to make digital innovators of the nation win and to give them recognition.

Entering information about letters received to the Surveyor General Office, to the Mail Tracking data system, a data system for follow up has been created and lunched to the internet. The branches to which all these letters have been sent can be identified through this and information's of action taken in that regard can be found.

Institute of Surveying and Mapping, Diyatalawa, the training institute of the Department has accomplished the task of imparting of high quality educational experience in the subject of Surveying and Mapping so as to enable the students to fulfil total educational competencies. Training of officers for degree courses, higher diploma courses, diploma courses and training of officers according to the departmental requirement are accomplished by this institution

With the intention of enhancing the performance of the department, obtaining the active contribution of the field and office group of staff and creating of more productive and public friendly service provided department , enhancing the employee satisfaction for that, productivity Programme has been initiated in the Survey Department.

Cases in connection with payments due to be charged to the department, are handled by recently established legal branch and good progress has been achieved through this. Similarly, judicial activities which the department involves can be solved shortly.

1.a Vision

Our vision is to be “The Leader of Land Information Right through”

1.b Mission

Our mission is “To Provide High Quality Land Information Products and Services Through Professionally Qualified and Dedicated Personnel”

1.c Objectives

The activities of the Survey Department are directed towards the well-being of the people through a network of offices spread throughout the Country, comprising Provincial Offices, District Offices, Divisional Offices and Institute of Surveying and Mapping, Diyatalawa. The functions of all such Offices during the year under review were targeted on the following objectives.

- To complete the Annual Surveying and Mapping Programme
- Conduct annual training programme at institute of Surveying and Mapping.
- To maintain the National CORS network
- To establish horizontal and vertical control survey points
- To build and maintain the required immovable and movable resources for the program embarked to be completed during the year.
- To appropriate the allocated public funds for each purpose which have to be carried out in the year.
- To maintain discipline and look after the welfare of Departmental staff.
- To enhance and capacity building of the Department Staff by participating locally and international training programmes and workshops.
- To control and maintain the standards of surveying profession.
- To implement required annual exams for the department staff

1.d Main Thrust Areas

- To establish and maintain a Geodetic Control Network throughout the country.
- To provide surveying services in all statutory requirements.
- To acquire aerial photographs for mapping and development plans.
- Supply of information by means of maps.
- To prepare and publish Topographical maps, Thematic Maps and Special purposes maps for national requirements.
- Preparation of a Geographical Information System covering the entire country.
- Preparation of a Land Information System systematically covering the entire country.
- Obtaining of geographical and land information by using the satellite image technology.
- To regulate and maintain standards for the surveying profession.
- To train the staff for departmental needs.
- To provide consultancy services on surveying for the state agencies.
- To hold the examinations relevant to the staff.
- To conduct research work as may be necessary in respect of matters relating to surveying and geo-spatial technical areas.
- Issue of Certificates of Accreditation for the registered surveyors who wish to carry out surveys, under the Title Registration Act No, 21 of 1998

2.1 Field Section

1. Perform the functions of Additional Surveyor General (Central) during his absence.
2. Overall supervision and progress monitoring of the provincial staff.
3. Regulate all land survey activities in Sri Lanka.
4. Development of strategic plan, policy and methodology for provincial survey activities and monitoring and implementation of
 - * Land surveying.
 - * Provincial functions of the Provincial Surveyor Generals'.
 - * Work progress of the provincial programme.
 - * Special work programs out side the work programme.
5. Develop new policies whenever necessary.
6. Make recommendation for revision of standards and accuracies.
7. Make aware existing policies among the staff and all the clients
8. Preparation of annual work plan for land surveying
9. Monitoring work progress of the provincial programme
10. Submit progress reports at the Prov.SG's meeting.
11. Develop policies on land survey programme
12. Coordinating & Monitoring Special work programs out side the work programme.
13. Coordination with client organizations
14. Maintain a database for the past work progress.
15. Publication of Administration report annually.
16. Publication and distribution of departmental circulars.
17. Receiving and distribution of other circulars such as Financial, Public Administration etc.
18. Monitoring the activities in the Progress Branch.

2.1.1 Provincial Survey Office

1. Represent Surveyor General at the provincial level.
2. Development of strategic plan for the areas of responsible for a specific period.
3. Directing and monitoring of surveying, mapping and geodetic activities within the Province to ensure that a set annual targets are achieved.
4. Responsible to execute the department policies within the Province
5. Preparation of guidelines for staff assignments, resource allocation, grant of increments, disciplinary matters, costing of work etc.
6. Responsible of optimum use of all resources and resource allocation in fair manner. (Overall resource management with in the province).
7. Monitoring Court commission Surveys with special attention.
8. Overall financial management within the province.
9. Preparation of annual work program on surveying and mapping within province.
10. Monitoring the progress of surveyors, Divisional Survey Officers, costing of different types of surveys within the Province.
11. Monitoring of annual work program on surveying and mapping and prepare quarterly reports
12. Prepare standard progress returns for ProvSGG meeting
13. Welfare of the staff in the Province and maintaining harmony among all.
14. Estimations on other necessary resources (Physical, financial, human)
15. Monitoring the annual store verifications of the field staff as well as all divisional, district, province offices.
16. Monitoring the annual document verifications of each District
17. Monitoring of regular services, maintenance, repairs of all equipment, vehicles with in the province
18. Monitoring of maintenance of all fixed assets with in the province

19. Prepare and maintain the Data base for all resources with in the province.
20. Overall supervision of the functioning of District Survey Offices in the Province.
21. Manage Establishment matters of the all staff in the province.

2.1.2 District Survey Office

Represent Surveyor General at the District level.

- Maintain good relationship with other state officers in the district.
 - Participating for meetings and discussions with in the district.
 - Maintain the good image with all stakeholders of the department.
2. Check and approve all kind of statutory plans on behalf of the Surveyor General.
 3. Maintenance of Documents (Statutory plans etc.) of district according to the documents management strategy of the department.
 4. Development of strategic plan for the areas of responsible for a specific period.
 5. Attend the District Development Committee meeting and contribute department services towards the development of the country.
 6. Directing and monitoring of surveying, mapping and geodetic activities within the District to ensure that a set annual targets are achieved.
 7. Responsible to execute the policy of the department within the District.
 8. Preparation of guidelines for staff assignments, resource allocation, grant of increments, disciplinary matters, costing of work etc.
 9. Overall resource management with in the district.
 10. Overall supervision of the functions of District Survey Office and Divisional survey offices in the district.
 11. Overall financial management within the district.
 12. Prepare and submit annual work program on surveying and mapping.
 13. Monitoring the progress of surveyors, survey parties, costing of different types of surveys within the district.
 14. Inspect field staff and their offices.
 15. Welfare of the staff in the district and maintaining harmony among all.
 16. Estimation necessary Physical, Financial and Human resources.
 17. Monitoring the annual store verifications of the field staff as well as all divisional offices and district office.
 18. Responsible of annual document verifications in the district.
 19. Monitoring of regular services, maintenance, repair of all equipment, vehicles with in the district.
 20. Monitoring maintenance of all fixed assets with in the district.
 21. Manage Establishment and administration work of district staff.

2.2 Central Section

1. Perform the functions of Surveyor General during his absence.
2. Overall management and progress monitoring of all central functions and staff in the training school.
3. Implement policy decisions on trade union matters.
4. Keep Professional standards.
5. Welfare of the field and office staff.
6. Policies on Research & Developments

7. Monitoring revision of Departmental Survey Regulations, Departmental Standing Orders and Technical Instructions.
8. Monitoring all central functions of the Department
9. Allocation of funds from Capital Votes to Snr. DGSs, DSGs and Provincial SGs
10. Function as a chairman to Departmental minor procurement committee.
11. Training and Development activities in the Department.
12. Monitoring Conducting of Departmental examinations.
13. Monitoring the Implementation of functions related to RTI act.
14. Membership and other collaboration activities with international organizations.
15. Perform functions as Vice Chairman of the Land Survey Council.

2.2.1 Institute of Surveying and Mapping (ISM)

1. Execute all the functions of the Institute of Surveying and Mapping (ISM), Diyatalawa.
2. Responsible for all Establishment matters and financial control of all funds allocated to ISM.
3. Planning and execution of Training courses in surveying.
4. Conducting departmental examinations.
5. Implementing CPD programme in order to update knowledge of staff members in new technological applications.
6. Care and maintenance of all buildings, stores, equipment, vehicles and machinery of the ISM.
7. Security of the ISM.
8. Maintaining discipline among students and harmony among all staff living at ISM, Diyatalawa.
9. Negotiate with other institutions regarding the training courses required by them.
10. Work in close cooperation with other universities/ Institutions for exchange of resource persons.
11. Conduct examinations to issue a certificate authorizing any persons, to function as a draughtsman.
12. Responsible to conduct all departmental examinations departmental employees.

2.2.2 Documents Management and Professional Standards

1. Perform the functions of Additional Surveyor General (TR) during his absence.
2. Management of survey document (statutory plans) of Survey Department for protecting the rights of the government as well as the citizens and also preserve the continuity of official memory & knowledge on various disciplines related with survey documents over time.
3. Introduction and implementation of documents management strategies.
4. Apply the appropriate use of automated data processing and other information management techniques for Document Management.
5. Maintain the Electronic Document Management System of the Department
6. Insure periodic legal disposal of records that have no further administrative, legal, fiscal or research value.
7. Identify and insure the preservation of archival records.
8. Authorize where appropriate the use or reproduction of survey and land information recorded by the Department and to levy a fee for the use or reproduction of such information.
9. Representation of Surveyor General on Courts on Survey activities.
10. Provide necessary information to Courts, Public Institutes and Normal Public in relation to the clarification request by them regarding the statutory plans.
11. Overall supervision/Monitoring of the annual verification of Survey documents in the department.
12. Quality control of survey plans produced by the Government surveyors and make necessary recommendations according to revise department regulations and technical instructions.

13. Establish quality control units at District Survey Offices for making necessary arrangements to control quality of survey plans and monitor the progress of these units.
14. Make recommendation to the Surveyor General for issuing a certificate of Accreditation by a process of evaluation as regards the competence of a registered surveyor to conduct cadastral surveys for the purpose of the Registration of Title Act No. 21 of 1998.
15. Maintenance of high professional standards among persons engaged in land survey activities in the Department.
16. Manage all Establishment matters of the branches and staff coming under Snr.DSG(Doc Mgt & Professional standards).
17. coordinate the activities related to publish of survey regulations.

2.2.3 Mapping

1. Implementation and monitoring of map production/ reproduction and atlas activities.
2. Planning and monitoring all mapping activities
3. Set standards for mapping.
4. Produce Sinhala and Tamil version of second edition of national atlas.
5. Disbursement and accounting of funds allocated to these branches.
6. Proper monitoring systems on Human and Physical resource management in mapping branches.
7. Perform functions as secretary to the National Map User Committee.
8. Undertake special mapping task from client organization
9. Receive, store and reproduction and distribute topographic and derived maps, remote sensed data and aerial photographs.
10. Make arrangement to give publicity for marketing map products of the Department.
11. Manage Establishment matters of the branches and staff coming under Snr.DSG(Mapping).

2.2.4 Resource Management

- 1 Planning and Monitoring of the Department annual procurement programme
- 2 Make arrangements for the uppermost utilization of electronic equipments such as Global Positioning Systems and Electronic Total Stations etc.
- 3 Management and maintenance of buildings of Head office, Provincial offices, District offices, Divisional offices, Circuit bungalows and Holiday quarters.
- 4 Overall supervision/Monitoring of the annual verification of government stores
- 5 Responsible for action on losses and damages of resources
- 6 Overall supervision of disposal of item becomes unserviceable due to damage or ware and tare.
- 7 Monitoring condemning of stores activities and making decisions either to surcharge or write-off items.
- 8 Monitoring the updation of assets registers and reporting it to treasury.
- 9 Coordinating the write off matters with Ministry.
- 10 Allocation of circuit bungalows/holiday quarters and maintenance of them.
- 11 Function as Secretary to Prov.SGs Meetings.
- 12 Allocation of funds from recurrent votes for urgent purchase of limited stationery, etc in consultation with Director (Finance).
- 13 Management & Supervision of branches under the Snr.DSG (Resource Management).
- 14 Make arrangements for the security of resources of the department.
- 15 Proper functionality of forms committee
- 16 Implementation of functions related to RTI act.

2.2.5 Research & Development

- 1 Evaluate standards of all kind of technical activities such as Surveying, Mapping, electronic equipments, software, Databases etc, and make suitable recommendations.
- 2 Carry out research and development activities for the improvement of technical activities of the department.
- 3 Formulate the national project proposals for technical activities of surveying and mapping and coordinating with Ministry.
- 4 Make recommendations for the best utilization of available resources.
- 5 Identify unnecessary tasks and activities in the department.
- 6 Make recommendation to update and improve skills of the staff.
- 7 Work in close cooperation with the media section of the Ministry and other electronic and printed media on behalf of Surveyor General.
- 8 Issue annual magazine (Surveyor Journal) of the department and publish outcome from research/development work at end of each year.
- 9 Update of Departmental Survey Regulations, Standing Orders and Technical Instructions.
- 10 Manage establishment matters of the staff coming under Snr.DSG (R&D).

2.2.6 Geodetic Surveying

1. Perform duties related with Geodetic control system as describe by the Survey Act No. 17 of 2002.
2. Define directives for the establishment, maintenance and improvement of the National Geodetic Control system.
3. Make arrangements for the establishment, maintenance and upgrading where necessary of the National Geodetic Control system.
4. Maintenance of available National CORS stations and expansion of CORS system for the entire country.
5. Make necessary arrangements to secure National Geodetic Control monuments.
6. Define specifications, standards and accuracy levels for the establishment of the Geodetic control network.
7. Provide Geodetic control for the special projects carried out by the Government.
8. Documentation of Geodetic Control information in paper and digital modes and maintain all the records.
9. Define the criteria on convert all coordinates into the SLD99 new coordinate system and vise versa.
10. Prepare an implement annual program for densify the new geodetic control network for Sri Lanka. Implement the program and monitor it.
11. Prepare an implement annual program for densify the level network for Sri Lanka.
12. Define directives for the establishment, maintenance and improvement of the National Level network.
13. Define specifications, standards and accuracy levels for the establishment of the Level network.
14. Documentation of Level network information in paper and digital modes and maintain all the records.
15. Establish and make available to all surveyors base lines for the calibration of survey chains / tapes and electronic distance measuring equipment.
16. Develop a Geoid Model for the country with the available data and make recommendations for the additional data gathering if required.
17. Establish Calibration Base for GPS.

2.2.7 Geographical Names

1. Enact any laws or policies with activities connect to National Committee on Geographical names.
2. Set national standard for geographic nomenclature.
3. Make necessary arrangements to promulgate official names and their applications for official and public use.
4. Publish rules to be followed by cartographers and publishers concerning the choice, spelling and applications of geographical names.
5. Maintain a database for Geographical Names.
6. Coordination with United Nations Group of Experts on Geographical Names, Statistics Division.

2.2.8 Information Technology

1. Work in close cooperation with all the sections of the department in all aspects of their joint activities.
2. Assist all sections of the department in the preparation of technical specifications for any software development, networking and software and hardware procurements.
3. Prepare installation, testing and acceptance procedures for the software and hardware.
4. Develop, test and implement any new software systems required by the department.
5. Develop robust data security, systems management and disaster recovery strategy.
6. Assist the department staff in the daily operation of its computer hardware, software, network and assist with other information technology issues as requested by other sections of the department.
7. Make arrangement to maintain and update hardware and software that is used by the department.
8. Monitoring Maintenance of list of hardware and software given to all the sub offices.
9. Prepare maintenance agreements for maintenance of hardware and software and, monitor progress of existing agreements.
10. Monitoring maintenance of e-mail & internet accounts in the department.
11. Monitoring maintenance of Human Resources Database in the Department.
12. Maintaining of the network system in the SGO.
13. Maintaining of the WEB of the Survey Department.
14. Manage establishment matters of the branches and staff coming under DSG(IT).

2.2.9 Land Information System

1. Overall incharge of LIS activities.
2. Monitoring and maintaining of digital Land information database progressively to cover the entirety of Sri Lanka according to the directives given in Survey Act No 17 of 2002.
3. Define specifications for digital databases of Land information.
4. Identify users and user requirements of Land information.
5. Define procedures to adopt user requirements maintaining and validating parcel fabric data and archiving for efficient retrieval
6. Providing necessary services to Parcel fabric program coordinate with Addl.SG(F), Addl.SG(TR), DSG(IT), DSG(LIS), to update, maintain and archival of parcel fabric programme.
7. Arrange awareness programs to make aware other organizations and the public regarding availability of LIS databases and information related to them. Promote marketing strategies.
8. Database management of all LIS data.
9. Coordinate with Provincial Surveyor General's and Snr.Suptd.of Surveys to get digital survey plans from field to build LIS.
10. Provide data for large scale mapping programs.
11. Establishment of a web based Land information system to provide/ sale information to the other interested parties.
12. Responsible for establishment matters of the branches and staff coming under DSG (LIS).

13. Overall coordination and implementation of E- Land Hub activities of the department.

2.2.10 Geoinformatics & NSDI

1. Implementing of Air Surveys, Photogrammetric, Remote Sensing, GIS, NSDI, activities of the department.
2. Receive, store reproduce and distribute, remotely sensed data and aerial photographs.
3. Monitoring and maintaining of digital Geographic databases progressively to cover the entirety of Sri Lanka.
4. Supervise Data base management activities related to digital databases of GIS.
5. Provide information for National development programs and disaster management activities
6. Arrange awareness programs to make aware other organizations and the public regarding availability of databases and information related to them. Promote marketing strategies.
7. Prepare data policy for geographic information and implement it.
8. Provide data for national mapping programs.
9. Establishment of a web based Geographic information system to provide/ sale information to the other interested parties.
10. Responsible for Establishment matters of the branches and staff coming under Deputy Surveyor General (Geoinformatics & NSDI).
11. Coordinate and implement survey department activities relevant to NSDI.

2.2.11 Management, Development & Training

1. Coordinating and Directing of all foreign training of departmental staff.
2. Coordinating and Directing of all local training, other than Training at Institute of Surveying and Mapping, ISM.
3. Maintain information database for all foreign trained officers in the department.
4. Preparation of departmental annual capital expenditure program
5. Maintaining of database for monitoring progress of annual capital expenditure program.
6. Preparation of monthly progress report of departmental capital expenditure program.
7. Conducting the CPD programmes for the staff at the SGO.
- 8.

2.2.12 Special Survey and Quality Control branch

The Special Survey and Quality Control branch is established for the purpose of expeditiously completion of special survey activities received to this department from the other institution.

2.3 Title Registration Section

1. Perform the functions of Additional Surveyor General (Field) during his absence.
2. Act on behalf of Surveyor General to perform the duties entrusted to Surveyor General by the Registration Title Act No 21 of 1998.
3. Coordination with the Ministry, Commissioner of Title Settlement and Registrar General of Titles in title registration activities.
4. Monitoring work program of cadastral surveys.
5. Develop new policies for title registration activities whenever necessary.
6. Development of strategic plan, policies and methodology for cadastral surveys.
7. Overall management and progress monitoring of cadastral surveys.

2.4 Human Resources & Administration Section

1. Management of all establishment matters other than those delegated to Snr.DSGs, Prov.SGs, DSGs & Director (Finance).

2. Assignment of staff to various branches / officers in consultation with Addl.S.G.(Central).
3. Maintenance of vehicle database in the department.
4. Updation of data in HURIMS Database.
5. Monitoring of granting increments of the staff other than those delegated to ProvSGs.
6. Obtain revenue licenses and insurances (where necessary) for the vehicles in the department.
7. Assignment of vehicles in consultation with Addl.S.G (Central), Addl.S.G.(Field) and Addl.S.G.(TR)
8. Prompt action on accidents to vehicles and Monitoring of vehicle accidents cases as per FR.
9. All Trade union matters.
10. All service minutes and related matters.
11. In charge of Welfare Officers attached to SGO.
12. Handle all the activities related with the court cases and work closely with Attorney Generals' Department.

2.5 Finance Section

1. Preparation of budget and allocation of funds in consultation with Addl.S.G.(C) and Addl.S.G.(F) and Addl.S.G.(TR).
2. Monitoring expenditure and briefing S.G and others at ProvSGs meeting.
3. Proper financial accounting and control in the department and to provide funds in time to enable the work program in the department to go smoothly.
4. To carry out training programs in consultation with Addl.S.G. (Central) for the departmental staff on financial matters.
5. Close liaison with Treasury / Ministry of Lands & Parliamentary Reforms and with the banks with whom the department is dealing.
6. All payments to SGO staff.
7. Arrange to furnish all returns connecting with accounts in time.
8. Answer to all departmental audit queries.
9. Maintaining a register for Damage & Losses reports (FR 109)
10. Monitoring matters connected to Public Accounts Committee
11. Disciplinary control of Accounts Branch staff.
12. Manage establishment matters of the staff coming under Director (Finance).

3.1 Approved Cadre and Existing Cadre

Designation	Approved Cadre	Existing Cadre
Senior Level		
Survey General	1	1
Addl. Survey General	4	4
Snr. Deputy Survey General	6	6
Province / Deputy Survey General	15	15
Senior Superintendent of Surveys	60	60
Chief Accountant	1	1
Superintendent of Surveys	139	88
Asst. Superintendent of Surveys		
Surveyor	850	512
Apprentice Surveyor		279
Dy. Director / Asst. Director (Admin)	2	1
Dy. Director / Asst. Director (ICT)	1	1
Accountant	12	8
Chief Internal Auditor	1	1
Chief Technical & Administrative Officer	1	0
Technical & Administrative Officer	45	31
Legal Officer	1	1
Total	1139	1009
Tertiary level		
Administrative Officer	1	0
Snr. Map Technological Officer	56	26
Photogrammetrist	1	0
Snr. Photogrammetrist Technological Officer	4	2
Snr. Air Photographic Technological Officer	1	1
Navigator	1	1
Snr. Plan Typographic Technological Officer	1	0
Snr. Litho Technological Officer	3	1
Survey Instrument Technician (Sorting Grade)	2	1
Snr. Remote Sensing Technological Officer	1	0
ICT Officers	8	6
Translator (S/T)	3	0
Translator (S/E)	1	1
Total	83	39
Secondary level		
Information Technology Assistant	1	1
Legal Assistant	1	0

Translator Assistant	1	0
Development Officer	166	126
Map Technological Officer	574	350
Photogrametric Technological Officer	26	19
Air Photographic Technological officer	6	5
Remote Sensing Technological Officer	13	10
Plan Typographic Technological officer	7	3
Litho Technological Officer	15	9
Transport Officer	1	0
Survey Instrument Technician	15	4
Building Superviseer	1	0
Public Management Assistant	488	444
Data Entry Operator	1	0
Data Operator	1	1
ICT Assisstant	22	18
Total	1339	990
Primary Level		
Driver	319	295
Plan Repairer	7	2
Dark Room Assistant	4	3
Motor Mechanic	2	0
Welder	1	0
Carpenter	9	3
A/C Technician	1	1
Mason	1	0
Vehicle Assistant	7	6
Survey Overseer/ Chief Survey Assistant	4154	3472
Labourer	170	141
Circuit Bungalow Keeper	5	4
Map Mounter & Book Binder	4	3
K.K.S	207	184
Photocopy Machine Operator	1	1
Tool Labourer	4	2
Total	4896	4117
Grand Total	7457	6155

4.1 Activity Plan 2019

Capital Expenditure

Program and Project	Main Activities	Total Allocation (Mn)	Unit of Out Put	Total Out Put %	Quartely Financial Targets & Physical Output Targets				Total	Location of Project Output	Programme Project/Benefits No of Beneficiaries	Responsibility of Program/Project Implementation	
						1st Q	2nd Q	3rd Q					4th Q
Operational Activities - Administration and Establishment Services (288-01-1)	1.Rehabilitation and Improvement of Capital Assets	22.29	No of Items	100	F	2.23	5.57	6.69	7.80	22.29	SGO/Field		a,b,d,e,f,g,h,k
					P	10	25	25	40	100.00			
	2. Acquition of Capital Assests	47.96	No of Items	100	F	4.80	11.99	14.39	16.79	47.96	SGO		b
					P	10	25	25	40	100.00			
	3. Capacity Building	3.70	No of Items	100	F	0.37	0.93	1.11	1.30	3.70	Field/SGO		a
					P	20	20	20	40	100.00			
Sub Total		73.95			F	7	18	22	26	73.95			
Development Activities- Survey Activities (288-02-2)	1.Rehabilitation and Improvement of Capital Assets	65.10	No of Items	100	F	6.51	16.28	19.53	22.79	65.10	Field/SGO		a,b,c,h,j
					P	10	25	25	40	100.00			
	2. Acquition of Capital Assests	81.41	No of Items	100	F	8.14	20.35	24.42	28.49	81.41	Field/SGO		b
					P	10	25	25	40	100.00			
	3. Capacity Building	4.46	No of Items	100	F	0.45	1.12	1.34	1.56	4.46	Field/SGO		a
					P	20	20	20	40	100.00			
4. Other Capital Expenditure	20.00	No of Items	100	F	2.00	5.00	6.00	7.00	20.00	SGO		a,b,c,j	
Sub Total		170.97			F	17	43	51	60	170.97			
Development Activities- Survey Training (288-02-3)	1.Rehabilitation and Improvement of Capital Assets	3.78	No of Items	100	F	0.38	0.95	1.13	1.32	3.78	ISM		f
					P	10	25	25	40	100.00			
	2. Acquition of Capital Assests	1.70	No of Items	100	F	0.17	0.43	0.51	0.60	1.70	ISM		b,f
					P	10	25	25	40	100.00			
	3. Capacity Building	1.10	No of Items	100	F	0.11	0.28	0.33	0.39	1.10	ISM		f
					P	13	25	25	38	100.00			
Sub Total		6.58			F	0.66	1.65	1.97	2.30	6.58			
Grand Total		251.50			F	25.15	62.88	75.45	88.03	251.50			

Reference:

a - Addl.S.G(Central) e - Snr DSG(Admin) j-DSG(LIS/GIS)
b - Snr DSG(RM) f - Snr. DSG(Training) k - DSG(IT)
c - Snr DSG(Mapping) g - Snr.DSG(R&D) SGO- Surveyor Generals Office
d - Snr DSG(DM) h - Provincial SGs in Field ISM - Institute of Surveying & Mapping, Diyatalawa

Recurrent Expenditure 2019

Programme/Project Name, Budget Code, Duration, Total Estimated Cost	Main Activities	Total Allocation 2019 Mn Rs.	Unit of Output	Total Output 2019	Finance/Physical	Quarterly Financial Targets & Physical Output Targets								Location of Project Output	Programme/ Project benefits & Number of beneficiaries	Responsibility of Programme/ Project implementation		
						F/P	1st Qtr	2st Qtr	3rd Qtr	4th Qtr								
Programme1	Project 01	276	Rupee Mn		F									Surveyor General's Office (Head Office)		Snr DSG (Admin)		
Operational Activities 288/01/01	Administration and Establishment Services				P													
Programme2 288/	Project 02 Survey Activities	3,331	Rupee Mn		F													
	Landmarking Surveys		Surveyor Months /Allotments	3,899	76,755	P	585	11513	975	19189	975	19189	1365	26864	All Districts	PSG(CP), PSG(NCP), PSG(NP), PSG EP), PSG(NWP), PSG(SAB), PSG(SP), PSG(UVA), PSG(WP)		
	Miscellaneous Surveys		Surveyor Months / Lots	976	28,740	P	244	7185	244	7185	244	7185	244	7185				
	Acquisition Surveys		Surveyor Months / Lots	818	24,510	P	123	3677	205	6128	205	6128	286	8579				
	Engineering Surveys		Surveyor Months / ha.	108	1,660	P	27	415	27	415	27	415	27	415				
	Mapping		Surveyor Months	110		P	28	0	28	0	28	0	28	0				
	Court Commision Surveys		Surveyor Months / Lots	497	9,480	P	124	2370	124	2370	124	2370	124	2370				
	Control Surveys		Surveyor Months / Points	336	10,080	P	84	2520	84	2520	84	2520	84	2520				
	Special works		Surveyor Months/ km	48	168	P	7	25	12	42	12	42	17	59				
	Mapping Activities		Rupee Mn			F												
	Topographical & Thematic Mapping		Tec. Months / Maps	420	902	P	105	226	105	226	56	226	56	226			Surveyor General's Office (Head Office)	Snr DSG (Mapping)
	Printing		Machine hours	1600		P		400		400		400		400				
	CIS database updation and refinement		Tec. Months / DSD	17	332	P	5	93	4	80	4	80	4	80				
	GN Rectification		Tec. Months	75		P	28	0	19	0	19	0	10	0				
	Creation of LIS Cadasre		Tec. Months / Lots	12	12000	P	3	3000	3	3000	3	3000	3	3000				
	Creation of LIS Sporadic		Tec. Months / Sheets	60	2100	P	15	525	15	525	15	525	15	525				
	Subsequent Surveys Update		Tec. Months / Sheets	72	2520	P	18	630	18	630	18	630	18	630				
	Updating LIS database through data processed at DSO and maintain		Tec. Months / Lots	24	96000	P	6	24000	6	24000	6	24000	6	24000				
	Creation of DEM/DSM using LiDAR data		Tec months/sq km	42	800	P	11	200	11	200	11	200	11	200				
	2D feature extraction for 10k database update		Tec months/sq km	138	3680	P	69	1840	69	1840	0	0	0	0				
	Re-printing of Aerial Photograph (On-request)		Tec months/Number of photos	12	200	P	2	32	2	32	4	68	4	68				
	50K Topo DB Revision		Tec months/sq km	48	25000	P	0	0	0	0	0	0	0	0				
	Update 10k DB		Tec months/sq km	432	11485	P	108	2871	108	2871	108	2871	108	2871				
	User Demand Applications		Tec months /Applications	24		P	6	0	6	0	6	0	6	0				
	Monitoring Geoportol functioning and involving on NSDI activities					P	0	0	0	0	0	0	0	0				
	Examinations		No. of Examinations		115	P	15		50		17		33		DSG (Academic)			
Programme 02 288/02/03	Project 03 Survey Training	103	Rupee Mn			F								Institute of Surveying & Mapping, Divatalawa	Director (ISM)			
	Long term courses		months		3(30 Months)	p		6		6		9				9		
	Short term courses		- do -		10	p		4		3		2				1		
	Preparation of cadastral maps for Title Registration	250	Surveyor Months / Lots	1,200	36,000	p	300	9000	300	9000	300	9000	300	9000				
	Estimated SG Revenue	397	Rupee Mn			F										Dir. (Finance)		

P - Physical Progress
DSD- Divisional Sectarian Division

F - Financial Progress

Providing of consultancy services on surveying for the government institutions on request.

Conducting of reaserches that can be required for the matters relevent to surveying of lands.

Issue of Certificates of Accreditation for the registered surveyors who wish to carry out surveys, under the Title Registration Act no, 21 of 1998.

policies	Strategies	Proposed Activity	Allocation (Rs)	Date of commencement	Date of completion	Finnancial Targets (Rs)				Physical Targets (%)				Output or Indicator	Implementing Agency	Responsible by	Contact Tel.Nos	Remarks	
						Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4						
		Project 01 - Administration and Establishment Services	276	1/1/2018	12/31/2018	69	69	69	69						Survey Department	ASG (HR & Admin)	011-2368440		
Regulate Land Survey activities efficiently and setting standards. Provide Land Surveying Services	Distribute Human and other resources effieient to ensure Land Surveying , Intergration at Surveying and Mapping data	Project 02 - Survey Activities	3,331			832	833	833	833	15	25	25	35	Allotments		ASG (Field)	011-2368571		
		Landmarking Surveys								25	25	25	25	Lots					
		Miscellaneous Surveys								15	25	25	35	Lots					
		Acquisition Surveys								25	25	25	25	Hectares					
		Engineering Surveys								25	25	25	25	Survey or Months					
		Mapping								25	25	25	25	Survey or Months					
		Court Commision Surveys								25	25	25	25	Points					
		Control Surveys								15	25	25	35	Survey or Months					
		Special works																	
Regulate mapping activities, setting standars. Maintain recordes of topographic, Thematic and Special Survey map.	Coordinate mapping survices to cater the requirement of country . Setting up policies and infrastucture to receiving, Showing and reproduction of geographic data.	Mapping Activities	3,331			832	833	833	25	25	25	25	Maps	ASG (Central)		011-2508038			
		Topographical & Thematic Mapping							25	25	25	25	Machine hours						
		Printing							28	24	24	24	DSD						
		GIS database updation and refinement							37	25	25	13	No Names/TM						
		GN Rectification							25	25	25	25	Lots						
		Creation of LIS Cadastre							25	25	25	25	Sheets						
		Creation of LIS Sporadic							25	25	25	25	Sheets						
		Subsequent Surveys Update							25	25	25	25	Tec. Months						
		Updating LIS database through data processed at DSO and maintain							50	50	0	0	sq km						
		Creation of DEM/DSM using LiDAR data							16	16	34	34	sq km						
		2D feature extraction for 10k database update							0	0	0	0	Number of photos						
		Re-printing of Aerial Photograph (On-request)							25	25	25	25	sq km						
		50K Topo DB Revision							25	25	25	25	sq km						
		Update 10k DB		25	25				25	25	Applications								
User Demand Applications																			
Monitoring Geoportal functioning and involving NSDI activities																			
Examinations	13	43	15	29	No. of Examinations														
Maintaining high professional standards of surveying and mapping through dissimination of knoladge.	Organizing professional development programm. Conducting evaluation and efficiency bar examination organizing seminas,courses related to surveying, mapping and land administration.	Project 03 Survey Training	103	25	26	26	26						Director (ISM)	057-2229002					
		Long term courses						100	100	100	100	No. of Courses							
		Short term courses						40	30	20	10	- do -							
		Estimated SG Revenue						99	99	99	100	Rupee Mn							
Registration of Land Title	Preparing of Cadastral maps for Title registration	Preparation of cadastral maps for Title Registration	250					38	50	88	75	15	20	35	30	Lots	ASG (TR)	011-2369027	Annual Physical target for 2019-96000lots

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Thank You.