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 <div style="text-align: center;"> <p>ශ්‍රී ලංකා සංවර්ධන පරිපාලන ආයතනය இலங்கை அபிவிருத்தி நிர்வாக நிறுவகம் SRI LANKA INSTITUTE OF DEVELOPMENT ADMINISTRATION</p> </div>		
First Efficiency Bar Examination for the Officers of Sri Lanka Accountants Service -2018 (I)		
Time – 03 hours	Report Writing and Presenting Information to the Management (08)	විභාග අංකය Index No / கட்டெண்

Answer only (05) questions.

01. A government department for which a large number of clients come daily has more than six hundred employees. The majority of services provided by the department is based on internet and information technology. The monthly bill for the use of internet is about three million rupees. A phenomenal increase in this bill during the past few months has been reported to the head of the department by the administrative section.

You have joined the public service at a time when there are remarkable developments in the field of information technology. Draft an action plan as an accountant to find out the reasons for this problem.

(Marks 20)

02. Several new recruits who joined the accountants service recently have been assigned to your place of work. They had been employed in the private sector previously. Prepare a lecture on the topic “the role of an accountant” to train them.

(Marks 20)

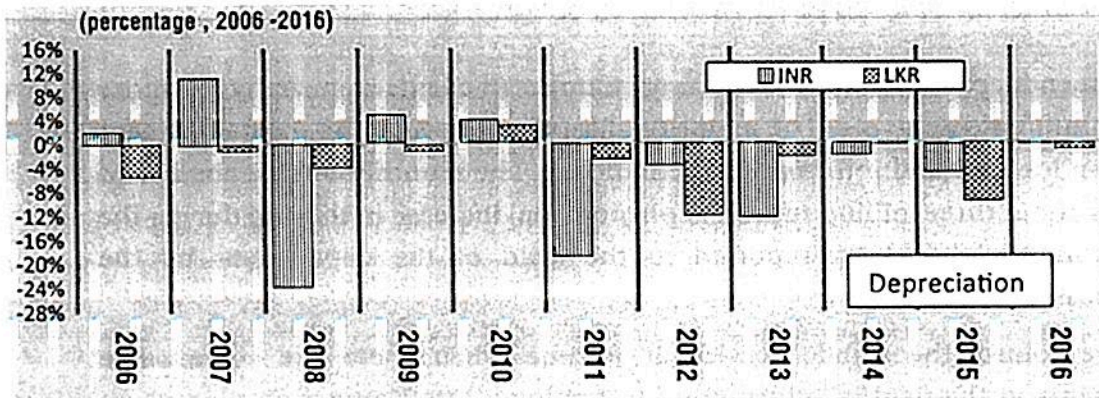
03. Assume that you have been appointed as the assistant project director (finance) of a project that depends on foreign aid. The project engages in developing vocational education skills to generate employments. The secretary of the ministry has received petitions to the effect that the financial aid given to develop the infrastructure of the vocational training institutes under the project has not been utilized to meet the objectives of the project during the past two years and that the construction work has been carried out without any transparency. It has been reported that the annual allocations set apart for certain vocational education institutes have been returned to the treasury without spending them, and that only four vocational education institutes have achieved the targets of financial progress but not been able to promote employment generation.

As the new assistant director of the project, prepare a report to the project director including your plans to reach the targets of the project.

(Marks 20)



04. The graph below depicts the depreciation of the Sri Lankan and the Indian rupee comparatively against the American dollar since 2006 to 2016. Analyze the data and prepare a management report.



(Marks 20)

05. The number of public servants according to main sectors and age group of Sri Lanka in 2016 is given in the table below. As an executive who joined the public service, prepare an analytical report on the composition of the public service.

	Number	%	Number	%	Number	%	Number	%
Total	1,104,219	100.00	165,835	15.0	854,300	77.4	84,084	7.6
Central Govt.	484,279	100.00	77,977	16.1	376,289	77.7	30,013	6.2
Provincial public service	380,209	100.00	45,124	11.9	304,030	80.0	31,055	8.2
Semi-Govt.	239,731	100.00	42,734	17.8	173,981	72.6	23,016	9.6

(Marks 20)



06. Many newly recruited officers have been assigned to your accounts section as a result of new transfer policy introduced to your organization. In the meantime, it has been reported to you that there is an undue delay in making the payment by the organization. Discuss the managerial strategies to increase the efficiency of the accounts section under these circumstances.

(Marks 20)

07. Explain briefly how the following are important for an accountant.

- i. Ability to speak professionally
- ii. Meeting reports
- iii. Progress reports
- iv. Data analysis

(Marks
05X4=20)

