

**ACTION PLAN - 2018**  
**DEPARTMENT OF TRADE AND INVESTMENT POLICY**

**Mission :- *Fostering a trade and investment friendly environment to facilitate international economic integration for inclusive development.***

Order	Key functions	Proposed Activities	Budget Estimate (Rs.Mn)	Date of Commencement	Date of Completion	Outputs	Indicators
<b>Trade policy</b>							
1.	Tariff Policy on Bilateral, Plurilateral and Multilateral Trade Agreements						
1.1	India - Sri Lanka Free Trade Agreement (ISFTA)	i. Implementation of Tariff Liberalization Program  ii. Review of Sensitive List  iii. Addressing trade policy related issues under the agreements  iv. Bilateral / Plurilateral Consultations	-	Jan	Dec	<ul style="list-style-type: none"> <li>• No.of policy issues resolved</li> <li>• No.of administrative issues resolved</li> <li>• No. of external consultations held</li> <li>• No.of local stakeholders' consultations</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of policy issues resolved</li> <li>• Percentage of administrative issues resolved</li> <li>• No.of external meetings</li> <li>• No.of stakeholders' consultations</li> </ul>
1.2	South Asia Free Trade Agreement (SAFTA)		-	Jan	Dec		
1.3	Pakistan – Sri Lanka Free Trade Agreement (PSFTA)		-	Jan	Dec		
1.4	Asia Pacific Trade Agreement (APTA)		-	Jan	Dec		
1.5	SAARC Agreement on Trade in Services		-	Jan	Dec		

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2	Facilitation of new Free Trade Agreements						
2.1	Bay of Bengal Initiative for Multi - Sectoral Technical & Economic Co-operation (BIMSTEC)	i. Finalization of tracks of tariff liberalization programme	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of FTA Specific TLP schedule</li> <li>FTA Specific Negative list</li> <li>Joint Agreed Minutes</li> <li>FTA specific Revenue Implication Report</li> <li>Agreed text of CP and TF chapter</li> </ul>	<ul style="list-style-type: none"> <li>FTA specific TLP finalized</li> <li>Negative list prepared</li> <li>No.of Joint Agreed Minutes</li> <li>FTA specific Revenue implication report prepared</li> <li>Agreed text of CP and TF chapter</li> </ul>
2.2	Proposed China - Sri Lanka Free Trade Agreement	ii. Compilation of Negative List	-	Jan	Dec		
2.3	Proposed Sri Lanka - Singapore Free Trade Agreement	iii. Representing the MoF in FTAs negotiations	-	Jan	Dec		
2.4	Proposed Economic and Technology Agreement with India	iv. Revenue implication analysis	-	Jan	Dec		
		v. Review and coordination of Customs Procedures and Trade Facilitation Chapter of FTAs	-	Jan	Dec		
3	Representing Ministry of Finance in the Joint Trade Committee/ Council						
3.1	Bilateral / Plurilateral Joint Trade Committees	Solving tariff policy related issues including Customs matters with respective countries	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of reported issues resolved</li> <li>No. of meetings attended</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of reported issues resolved</li> </ul>
4	Observations on Bilateral / Plurilateral Memorandum of Understanding (MOUs)	Analyzing the MOU to promote benefits to the country	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of observations provided</li> </ul>	<ul style="list-style-type: none"> <li>No.of observations provided</li> </ul>

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5	Review of Tariff Policy for National Development	i. Issuance of RPO Gazette ii. Issuance of SCL notification	-	Jan	Dec	<ul style="list-style-type: none"> <li>• Issuance of RPO issued</li> <li>• Issuance of SCL orders</li> </ul>	<ul style="list-style-type: none"> <li>• No.of Policy revisions</li> </ul>
6	Waivers and Exemptions of custom import duty under the section 19 (A) of custom ordinance	i. Granting 19A Duty Waiver approval for Special Projects ii. Getting approval for the exemptions and concessions	-	Jan	Dec	<ul style="list-style-type: none"> <li>• Full duty waivers granted</li> <li>• Partial Duty waivers</li> <li>• No.of policy decision taken</li> </ul>	<ul style="list-style-type: none"> <li>• No. of duty waivers granted</li> <li>• No. of Partial duty waivers granted</li> </ul>
7	Granting approvals for importation of goods on re-export basis for the Special Development Projects	Granting approval on the Section 22 A of the Customs Ordinance	-	Jan	Dec	<ul style="list-style-type: none"> <li>• Goods imported on re export basis for Govt. Projects.</li> </ul>	<ul style="list-style-type: none"> <li>• No. of approvals granted</li> </ul>
8	Supervision of observations on the Cabinet Memorandum	Preparation of observations on the Cabinet Memorandum	-	Jan	Dec	<ul style="list-style-type: none"> <li>• Observation made on cabinet memorandum</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of observations prepared</li> <li>• Percentage of joint observation provided</li> </ul>

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9	Preparation of observations/ reports to the OCEM and CCEM	i. Preparations of observations / reports based on the issues raised by the OCEM/ CCEM ii. Implementation of CCEM decisions iii. Arrange the meetings with relevant stakeholders	-			<ul style="list-style-type: none"> <li>No. of meetings participated</li> <li>No. of stakeholders' meetings arranged</li> <li>No. of observation/reports prepared</li> </ul>	<ul style="list-style-type: none"> <li>No. of observations/ reports submitted</li> <li>No. of OCEM / CCEM decisions implemented</li> </ul>
10	Preparation of Answers for Parliamentary Questions	Preparation of Answers for Parliamentary Questions	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of answers provided</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of answered for questions</li> </ul>
11	Participation and submission of reports to the Oversight Committee of Parliament and Public Finance Committee of Parliament	i. Participation and submission of reports to the Oversight Committee of Parliament ii. Participation and submission of reports to the Public Finance Committee of Parliament	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of meetings attended</li> <li>No. of reports prepared</li> </ul>	<ul style="list-style-type: none"> <li>No. of reports/ clarifications submitted</li> </ul>

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12	Facilitating Border /Customs Management	i. Issuance of Policy Guidance ii. Obtain Observations iii. Review of regulation iv. Granting observations/ recommendation/approvals related to the activities of boarder agencies	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of policy guidance issued</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of issues solved</li> </ul>
13	Appeals under the Sections 164 & 165 of the Customs Ordinance	i. Obtaining necessary clarifications ii. Preparation of reports iii. Obtaining the approval of Hon. Minister of Finance iv. Make aware the relevant parties accordingly	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of reports prepared</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of approvals granted</li> <li>Percentage of acknowledgement made</li> </ul>
14	Trade Facilitation including Ease of Doing Business, NTFC Exporters , Forums	i. Participate at the Ease of Doing Business Forum ii. Participate at the Exporters Forum iii. Participate at the Trade Facilitation Committee iv. Participate at the Resolving Fiscal Issues Confronted by Exporters v. Participate to the Trade related Boarder Agency meetings	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of meetings attended</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of issues solved</li> </ul>

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15	Court Cases related to the Trade Policy	i. Compilation of averments ii. Legal Consultation	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of Observation prepared</li> <li>No .of cases attended</li> </ul>	<ul style="list-style-type: none"> <li>No.of Observation prepared</li> <li>No .of cases attended</li> </ul>
16	Trade/ Tariff policy making	i. Revision of tariff structure ii. Issuance of gazette notifications iii. Compilation and submission of memorandum iv. Submission of observations	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of Tariff revisions</li> <li>Issuance of gazette Notifications</li> <li>No,of Stakeholders consultation</li> <li>No.of observation made</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of issues solved</li> </ul>
17	Addressing of trade and tariff related issues	i. Trade and tariff related industrial issues ii. Tariff anomalies iii. Creation of level playing field among the industries iv. Preparation of reports and statistical data	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of observations called from stakeholders</li> <li>No. of meetings held</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of issues solved</li> <li>No. of reports and statistical data prepared</li> </ul>

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18	Implementation of Trade Policy related Budget Proposals - 2018	i. Obtain activity plan ii. Obtain progress reports iii. Conduct Review meetings	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of meetings held</li> <li>No. of report prep prepared</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of completion of the Budget proposal</li> </ul>
<b>Investment</b>							
19	To maintain a database on Bonded Warehouses	Update the data base	-	Jan	Dec	<ul style="list-style-type: none"> <li>Updated database</li> </ul>	<ul style="list-style-type: none"> <li>Updated Bonded Warehouses Database</li> </ul>
20	To develop a Bonded Warehouse policy framework	With the consultation of relevant stakeholders prepare policy guidelines for Bonded warehouses	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of meetings conduct with stakeholders</li> <li>No. of policy guidelines prepared</li> </ul>	<ul style="list-style-type: none"> <li>No. of policy guidelines introduced for solve identified issues</li> </ul>
21	Development of Investment Database	i. Collection of data ii. Updating the database	-	Jan	Dec	<ul style="list-style-type: none"> <li>Updated database</li> </ul>	<ul style="list-style-type: none"> <li>Updated Database</li> </ul>

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22	Activities related to Outward Investment	<ul style="list-style-type: none"> <li>i. Providing appropriate instructions to Investors/ government or non government organizations for their requests and issues</li> <li>ii. Reviewing recommendations submitted by the CBSL</li> </ul>	-	Jan	Dec	<ul style="list-style-type: none"> <li>• No.of problems solved</li> <li>• No.of approvals granted for outward investment</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of issues solved problems</li> <li>• No.of outward Investments made and their value</li> </ul>
23	TIEP (Temporary Importation for Export Processing)	<ul style="list-style-type: none"> <li>i. Review the proposals of investors / MOIC</li> <li>ii. Made concurrence</li> </ul>	-	Jan	Dec	<ul style="list-style-type: none"> <li>• No.of request completed</li> <li>• No.of request rejected</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of approvals granted /rejected</li> </ul>
24	Attending for Exchange Control matters/ Appeals on the violation of the provisions of the Exchange Control Act	<ul style="list-style-type: none"> <li>i. Study and submission of appeals on penalty imposed by the CBSL on violation of Exchange Control Act</li> <li>ii. Submitte for the Hon. Minister of Finance for the approval/ annul/ reduction</li> </ul>	-	Jan	Dec	<ul style="list-style-type: none"> <li>• No.of approval/ annul/ reduction granted</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of approval/ annul/ reduction granted</li> </ul>

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25	SAARC Development Fund (SDF)	Facilitation of SDF to approval funding and monitoring the Project operational under SDF	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of Progress review meetings held</li> </ul>	<ul style="list-style-type: none"> <li>No.of follow up actions taken</li> </ul>
26	Activities relating to Financial Intelligence Unit of CBSL	<ul style="list-style-type: none"> <li>i Participation for observation meetings</li> <li>ii Submit the observation to the Hon. Minister of Finance where necessary</li> </ul>	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of meetings attended</li> </ul>	<ul style="list-style-type: none"> <li>No.of meetings attended</li> </ul>
27	Investors Facilitation Forum	Attending the meetings	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of meetings attended</li> </ul>	<ul style="list-style-type: none"> <li>Follow up action taken</li> <li>No.of reports prepared according to the requires</li> <li></li> </ul>

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<b>Administration</b>							
28	Issuing vehicle permits under the various duty concession schemes, amending relevant circulars and attending for complaints and appeals	i Preparing of circulars ii Amendments to the circular iii Issuance of vehicle permits on concessionary terms iv Attending complains and appeals	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of permits issued under the circular No 01/2016</li> <li>No. of permits issued under the circular No 22/99</li> <li>No. of permits issued under the circular No 210</li> <li>No. of complains and appeals attended</li> <li>No. of amendments made to the circulars</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of issued permits under the circular No 01/2016</li> <li>Percentage of issued permits under the circular No 22/99</li> <li>Percentage of issued permits under the circular No 210</li> <li>Percentage of complains and appeals attended</li> </ul>
29	Disposal of vehicles imported under the various duty concession schemes	Granting approvals for disposal	-	Jan	Dec	<ul style="list-style-type: none"> <li>No. of approvals granted</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of approvals granted</li> </ul>

Order	Key functions	Proposed Activities	Budget Estimate (Rs.Mn)	Date of Commencement	Date of Completion	Outputs	Indicators
30	Procurement	<ul style="list-style-type: none"> <li>i. Calling quotations</li> <li>ii. Technical evaluation</li> <li>iii. Selection</li> <li>iv. Awarding</li> <li>v. Signing agreements</li> </ul>	0.65	Jan	Dec	<ul style="list-style-type: none"> <li>• No.of procurements completed</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of procurement completed according to the procurement plan</li> </ul>
31	Human Resources Development	<ul style="list-style-type: none"> <li>i. Obtains required HR from relevant authorities</li> <li>ii. Develop the capacity of HR</li> <li>iii. Servicing of HR</li> </ul>	42.60	Jan	Dec	<ul style="list-style-type: none"> <li>• No. of vacancies fill</li> <li>• No.of training arranged</li> <li>• No.of officers promoted to the relevant position according to the service minute in due dates</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of vacancies fill</li> <li>• Percentage of training Completed</li> <li>• Other Services provide in due dates</li> </ul>

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32	Financial Management	i. Payment for Goods and Services ii. Preparation of source document iii. Book keeping iv. Preparation of final Accounts v. Preparation of other relevant documents	-	Jan	Dec	<ul style="list-style-type: none"> <li>Utilization of budget allocation for the proceed activities with economically and efficiently</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of Utilization of budget allocation</li> </ul>
33	Court Cases related to the Department	i. Preparation of observations for the Court Cases ii. Attending the Court Cases	-	Jan	Dec	<ul style="list-style-type: none"> <li>No.of Observation prepared</li> <li>No .of cases attended</li> </ul>	<ul style="list-style-type: none"> <li>No.of Observation prepared</li> <li>No .of cases attended</li> </ul>

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34	Organizational Management	Physical Resources Management i. Recording the inventory items ii. Maintaining the inventory	4.58	Jan	Dec	<ul style="list-style-type: none"> <li>Inventory items in operational/running condition</li> </ul>	<ul style="list-style-type: none"> <li>Availability of inventory items to smooth operations of the Department</li> <li>Maintaining the inventory items in good conditions for use</li> </ul>
		Providing uninterrupted utility services (welfare /electricity/telephone/ IT)	5.05	Jan	Dec	<ul style="list-style-type: none"> <li>Resources availability of continues smoothly operate</li> </ul>	<ul style="list-style-type: none"> <li>Provide uninterrupted services to smooth operation of the Departmental functions</li> </ul>
<b>Total</b>			<b>52.88</b>				

**Contact Details.**

<b>Order</b>	<b>Name</b>	<b>post</b>	<b>Cord</b>	<b>Office</b>	<b>Mobile</b>
1	Mr.C.Jayasuriya	Director General (Acting)	DG	0112484930	0715350340
2	Mrs.Deepthika Gunarathna	Director	D(D)	0112580726	0712287888
3	Mr.M.D.Jagath C.Murage	Director	D(JM)	0112484655	0714480778
4	Mrs.H.G. Thushari Prasangika	Asst.Director	AD(T)	0112728191	0714461367
5	Mrs.M.A.C.N.Senevirathne	Asst.Director	AD(C)	0112151479	0766083667
6	Mr.G.D.S.P. Kumara	Asst.Director	AD(S)	0112484599	0713445464
7	Mr.Ruchira L.Weerasekera	Asst.Director	AD(RW)	0112604472	0712435321
8	Mrs.K.D.I.S.K.Siriwardhane	Asst.Director (Accountant)	AD(S)	0112484759	0714457850
9	Mr.W.D.J.Wasantha	Research Assistant	RA(W)	Ext.1119	0714397658