

## **PART A: OVERVIEW OF DEPARTMENT**

### **I. STRATEGIC NOTE**

- 1. Major Achievements for 2012**
  - Produced :
    - 480 News articles.
    - 17 issues of e-Publications reflecting Government projects and events (Newsletter and News Tracker).
  - Completed 95 % digital archiving of black and white photos.
  - 1,200 requests for digital photography, public address equipment, audio/digital recording, LCD projections and mounting of souvenir albums.
  - 4 overseas news bulletins compiled and released daily.
  - Review and archiving of 5,000 articles/items for documentation purposes.
- 2. Major Constraints and Challenges and how they are being addressed**
  - Delayed response from stakeholders in submitting inputs for publications.
    - Better communication with Ministries/Departments.
  - Printing constraints.
    - Better planning with submission of advance programme of work to Government Printing Department.
- 3. Strategic Direction 2013-2015**
  - The GIS will continue to empower the citizens to take informed decisions by providing them with more information on issues of public interest through news articles and publications.

### **4. Priority Objectives And Major Services to be provided for 2013-2015**

#### **Programme 211: Government Information Service and Provision of International News**

- Priority Objectives:
- Sensitise people on Government projects and give publicity to Government action
  - Improve archiving for Government photographs
- Major Services:
- Coverage of Government activities and dissemination through press releases and posting on web portal
  - Publications on subjects of public interest, including overseas news bulletins
  - Photographic coverage of Government activities and provision of public address, sound recording and video projection facilities to Ministries and Departments for major conferences, seminars and workshops
  - Photo-archiving of official events and development projects

**Government Information Service – continued**

**II. SUMMARY OF FINANCIAL RESOURCES BY PROGRAMMES AND SUB-PROGRAMMES**

Code	Programme	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
211	Government Information Service and Provision of International News	49,782,000	52,780,000	54,647,000	54,447,000
	<b>Total</b>	<b>49,782,000</b>	<b>52,780,000</b>	<b>54,647,000</b>	<b>54,447,000</b>

**III. SUMMARY OF FUNDED POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES**

Code	Programme	Total		% Distribution	
		In Post 2012	Funded 2013	2012	2013
211	Government Information Service and Provision of International News	68	68	100%	100%
	<b>Total</b>	<b>68</b>	<b>68</b>	<b>100%</b>	<b>100%</b>

**PART B: SERVICES TO BE PROVIDED AND PERFORMANCE INFORMATION**

<b>PROGRAMME 211: Government Information Service and Provision of International News</b>						
<b>Outcome :</b> Provision of relevant, factual and objective information on Government policies, actions and projects to enhance public awareness and enlist their support.						
<b>Outcome Indicator</b>			<b>2011 Actual</b>	<b>2013 Target</b>	<b>2015 Target</b>	<b>2022 Target</b>
Reach the population by publicising a wider range of issues of public interest through web portal.			n/a	50%	60%	85%
<b>DELIVERY UNITS</b>	<b>SERVICES TO BE PROVIDED</b>	<b>PERFORMANCE</b>				
		<b>Service Standards (Indicators)</b>	<b>2011 Actual</b>	<b>2013 Targets</b>	<b>2014 Targets</b>	<b>2015 Targets</b>
Government Information Service	S1: Policy and Management Services	SS1: PBB Strategic Plan updated and aligned with ESTP Outcome Framework	June	May	May	May
		SS2: % of requests acknowledged within 5 working days	95%	96%	97%	99%
	S2: Coverage of government activities, projects and provision of international news	SS1: Provision of news, publications and Audio-Visual support:	3,426	3,552	3,652	3,752
		o/w Photos	1200	1200	1200	1200
		o/w Conferencing	260	260	260	260
		SS2: Per cent of Computerisation of:				
(a) Documentation Unit	n/a	25%	50%	100%		
(b) Press/Publicity unit	n/a	5%	20%	100%		

## **PART C: INPUTS - FINANCIAL RESOURCES**

### **1. SUMMARY BY ECONOMIC CATEGORIES**

Code	Economic Categories	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
21	Compensation of Employees	25,957,000	30,750,000	31,667,000	31,667,000
22	Goods and Services	20,925,000	18,280,000	19,880,000	19,880,000
24	Interest	-	-	-	-
25	Subsidies	-	-	-	-
26	Grants	2,000,000	2,000,000	2,000,000	2,000,000
27	Social Benefits	-	-	-	-
28	Other Expense	-	-	-	-
31	Acquisition of Non-Financial Assets	900,000	1,750,000	1,100,000	900,000
32	Acquisition of Financial Assets	-	-	-	-
	<b>Total</b>	<b>49,782,000</b>	<b>52,780,000</b>	<b>54,647,000</b>	<b>54,447,000</b>

### **2. SUMMARY FOR YEAR 2013**

Code	Programme	Rs	Rs	Rs	Rs
		Compensation of Employees [code 21]	Goods and Services [code 22]	Subsidies/ grants [codes 25-28]	Acquisition of Assets [codes 31- 32]
211	Government Information Service and Provision of International News	30,750,000	18,280,000	2,000,000	1,750,000
	<b>Total</b>	<b>30,750,000</b>	<b>18,280,000</b>	<b>2,000,000</b>	<b>1,750,000</b>

#### **Programme 211: Government Information Service and Provision of International News**

Item No.	Details	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
<b>21</b>	<b>Compensation of Employees</b>	<b>25,957,000</b>	<b>30,750,000</b>	<b>31,667,000</b>	<b>31,667,000</b>
21110	Personal Emoluments	22,780,000	27,513,000	28,430,000	28,430,000
21111	Other Staff Costs	2,977,000	2,987,000	2,987,000	2,987,000
21210	Social Contributions	200,000	250,000	250,000	250,000
<b>22</b>	<b>Goods and Services</b>	<b>20,925,000</b>	<b>18,280,000</b>	<b>19,880,000</b>	<b>19,880,000</b>
22010	Cost of Utilities	400,000	400,000	400,000	400,000
22020	Fuel and Oil	325,000	275,000	275,000	275,000
22030	Rent	50,000	50,000	50,000	50,000
22040	Office Equipment and Furniture	350,000	350,000	350,000	350,000
22050	Office Expenses	445,000	445,000	445,000	445,000
22060	Maintenance	450,000	500,000	500,000	500,000
22070	Cleaning Services	40,000	40,000	40,000	40,000
22100	Publications and Stationery	16,650,000	14,105,000	15,705,000	15,705,000
22120	Fees	2,125,000	2,025,000	2,025,000	2,025,000
	<i>of which</i>				
22120024	Capacity Building Programme	2,000,000	1,900,000	1,900,000	1,900,000
22170	Travelling within the Republic	30,000	30,000	30,000	30,000
22900	Other Goods and Services	60,000	60,000	60,000	60,000

**Government Information Service - continued**

Item No.	Details	Rs	Rs	Rs	Rs
		2012 Estimates	2013 Estimates	2014 Planned	2015 Planned
<b>26</b>	<b>Grants</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>2,000,000</b>
26313	Extra-Budgetary Units	2,000,000	2,000,000	2,000,000	2,000,000
26313048	<i>Current Grant - Media Trust Fund</i>	<i>2,000,000</i>	<i>2,000,000</i>	<i>2,000,000</i>	<i>2,000,000</i>
<b>31</b>	<b>Acquisition of Non-Financial Assets</b>	<b>900,000</b>	<b>1,750,000</b>	<b>1,100,000</b>	<b>900,000</b>
31122	Other Machinery and Equipment	900,000	1,750,000	1,100,000	900,000
	<i>of which</i>				
31122802	<i>Acquisition of IT Equipment</i>	<i>500,000</i>	<i>1,050,000</i>	<i>600,000</i>	<i>500,000</i>
31122999	<i>Acquisition of Other Machinery and Equipment</i>	<i>400,000</i>	<i>700,000</i>	<i>500,000</i>	<i>400,000</i>
	<b>Total</b>	<b>49,782,000</b>	<b>52,780,000</b>	<b>54,647,000</b>	<b>54,447,000</b>

**PART D: INPUTS HUMAN RESOURCES**

**STAFFING POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES**

Salary Code	Position Titles	In Post 2012	Funded Positions		
			2013	2014	2015
<b>Programme 211: Government Information Service and Provision of International News</b>		<b>68</b>	<b>68</b>	<b>68</b>	<b>68</b>
02 75 82	Principal Assistant Secretary	1	1	1	1
02 45 67	Assistant Secretary	1	1	1	1
01 41 55	Financial Operations Officer	1	1	1	1
21 29 49	Assistant Procurement and Supply Officer	1	1	1	1
08 31 51	Senior Officer	1	1	1	1
08 18 48	Officer	5	5	5	5
08 34 55	Confidential Secretary	2	2	2	2
08 27 48	Senior Word Processing Operator	1	1	1	1
08 17 44	Word Processing Operator	2	2	2	2
24 27 37	Head Office Care Attendant	1	1	1	1
24 19 33	Senior Office Care Attendant	-	-	-	-
24 10 30	Office Care Attendant	4	4	4	4
24 13 31	Driver	4	4	4	4
24 02 21 } 24 02 16 }	General Worker	2	2	2	2
<b>Information Section</b>					
10 00 84	Director, Information Services	1	1	1	1
10 75 81	Assistant Director, Information Services	1	1	1	1
10 65 75	Principal Information Officer	2	3	3	3
10 59 71	Senior Information Officer	4	4	4	4
10 44 67	Information Officer	5	4	4	4
10 59 71	Head Documentation Unit	1	1	1	1
	Principal Publicity/Documentation Officer ( New)		-	-	-
10 34 51	Senior Publicity / Documentation Officer	2	2	2	2
10 19 46	Publicity / Documentation Officer	2	2	2	2
<b>Audio-Visual Section</b>					
10 20 40	Audio-Visual Officer	-	-	-	-
10 46 57	Head, Audio-Visual Production Officer Cadre	1	1	1	1
10 41 55	Principal Audio-Visual Production Officer	1	1	1	1
10 34 51	Senior, Audio-Visual Production Officer	3	3	3	3
10 20 48	Audio-Visual Production Officer	4	4	4	4
<b>Overseas News Section</b>					
10 47 57	Head, News Officer Cadre	1	1	1	1
10 39 53	Senior News Officer	4	4	4	4
10 21 50	News Officer	10	10	10	10
	<b>Total</b>	<b>68</b>	<b>68</b>	<b>68</b>	<b>68</b>