## PART A: OVERVIEW OF DEPARTMENT

## I. STRATEGIC NOTE

- The Office of the President has the main objective of providing a 24 -hour service to the President of the Republic.
- The main Constitutional functions hosted by the Office of the President include:
- Presentation of Credentials by Ambassadors/High Commissioners;
- Presentation of Insignia and Medals to National Day Awardees;
- Other functions include receptions for Heads of State and High Dignitaries, courtesy calls on the President, and visits to the State House; and
- The Office also holds activities for the promotion of National Unity in collaboration with Ministries.
II. SUMMARY OF FINANCIAL RESOURCES BY PROGRAMMES AND SUB-PROGRAMMES

|  |  | Rs |  | Rs | Rs |
| :--- | :--- | ---: | ---: | ---: | ---: |
| Code | Programmes and Sub-Programmes | $\mathbf{2 0 1 1}$ <br> Estimates | $\mathbf{2 0 1 2}$ <br> Estimates | $\mathbf{2 0 1 3}$ <br> Planned | 2014 <br> Planned |
| 001 | Presidency Affairs | $51,912,000$ | $63,498,000$ | $53,072,000$ | $45,971,000$ |
|  | Total | $\mathbf{5 1 , 9 1 2 , 0 0 0}$ | $\mathbf{6 3 , 4 9 8 , 0 0 0}$ | $\mathbf{5 3 , 0 7 2 , 0 0 0}$ | $\mathbf{4 5 , 9 7 1 , 0 0 0}$ |

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

| Code | Programmes | Total |  | \% Distribution |  |
| :--- | :--- | ---: | ---: | ---: | ---: |
|  |  | In Post <br> $\mathbf{2 0 1 1}$ | Funded <br> 2012 | $\mathbf{2 0 1 1}$ |  |
|  | Presidency Affairs | 95 | 100 | $100 \%$ | $100 \%$ |
|  | Total | $\mathbf{9 5}$ | $\mathbf{1 0 0}$ | $\mathbf{1 0 0 \%}$ | $\mathbf{1 0 0 \%}$ |

## PART C: INPUTS - FINANCIAL RESOURCES

## 1. SUMMARY BY ECONOMIC CATEGORIES



## 2. SUMMARY FOR YEAR 2012

|  |  |  |  |  |  |
| :--- | :--- | :---: | :---: | ---: | ---: |
| Code | Programme | Compensation <br> of Employees <br> [code 21] | Goods and <br> Services <br> [code 22] | Subsidies/ <br> Grants <br> [codes 25-28] | Acquisition of <br> Assets <br> [codes 31- 32] |
| 001 | Presidency Affair | $28,678,000$ | $14,820,000$ | - | $20,000,000$ |
|  | Total | $\mathbf{2 8 , 6 7 8 , 0 0 0}$ | $\mathbf{1 4 , 8 2 0 , 0 0 0}$ | - | $\mathbf{2 0 , 0 0 0 , 0 0 0}$ |

## Programme 001: Presidency Affairs

|  |  | Rs Rs |  | Rs Rs |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Item No. | Details | $2011$ <br> Estimates | $2012$ <br> Estimates | $\begin{gathered} 2013 \\ \text { Planned } \end{gathered}$ | $\begin{gathered} 2014 \\ \text { Planned } \end{gathered}$ |  |
| 21 | Compensation of Employees | 27,747,000 | 28,678,000 | 29,356,000 | 30,091,000 |  |
| 21110 | Personal Emoluments | 23,162,000 | 24,323,000 | 24,971,000 | 25,571,000 | F(i) |
| 21111 | Other Staff Costs | 4,585,000 | 4,055,000 | 4,085,000 | 4,220,000 |  |
| 21210 | Social Contributions |  | 300,000 | 300,000 | 300,000 | F(ii) |
| 22 | Goods and Services | 13,515,000 | 14,820,000 | 15,115,000 | 15,280,000 |  |
| 22010 | Cost of Utilities | 1,860,000 | 1,860,000 | 2,265,000 | 1,880,000 |  |
| 22020 | Fuel and Oil | 1,500,000 | 1,500,000 | 1,550,000 | 1,600,000 |  |
| 22040 | Office Equipment and Furniture | 310,000 | 310,000 | 350,000 | 375,000 |  |
| 22050 | Office Expenses | 500,000 | 990,000 | 611,000 | 626,000 |  |
| 22060 | Maintenance | 4,310,000 | 5,060,000 | 5,125,000 | 5,375,000 |  |
| 22100 | Publications and Stationery | 355,000 | 355,000 | 390,000 | 405,000 |  |
| 22120 | Fees | 60,000 | 60,000 | 60,000 | 60,000 |  |
| 22900 | Other Goods and Services of which | 4,620,000 | 4,685,000 | 4,764,000 | 4,959,000 |  |
| 22900010 | Personal Secretariat of Retired President/Governor-General | 2,154,000 | 2,154,000 | 2,154,000 | 2,300,000 |  |
| 22900014 | Hospitality and Ceremonies | 2,200,000 | 2,200,000 | 2,250,000 | 2,300,000 |  |


|  |  | Rs Rs |  | Rs Rs |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Item No. | Details | 2011 <br> Estimates | 2012 <br> Estimates | $2013$ <br> Planned | $\begin{gathered} 2014 \\ \text { Planned } \end{gathered}$ |
| 31 | Acquisition of Non-Financial Assets | 10,650,000 | 20,000,000 | 8,601,000 | 600,000 |
| 31111 | Dwellings | 150,000 |  |  |  |
| 31111401 | Upgrading of Quarters and Barracks | 150,000 |  |  |  |
| 31112 | Non-Residential Buildings | 8,000,000 | 13,900,000 | 8,601,000 | 600,000 |
|  | of which |  |  |  |  |
| 31112001 | Construction of Office Buildings (Ex Samuel) | - | 1,400,000 | 1,700,000 | 300,000 |
| 31112041 | Construction of Agricultural store | 2,000,000 | 6,000,000 | 800,000 | 300,000 |
| 31112401 | Upgrading of Office Buildings (Block) | 6,000,000 | 6,500,000 | 501,000 |  |
| 31112417 | Upgrading of Cultural Complex/Buildings |  |  | 5,600,000 |  |
| 31113 | Other Structures | - | 4,400,000 | - |  |
| 31113403 | Upgrading of Road at State House | - | 4,400,000 | - |  |
| 31121 | Transport Equipment | - | 1,000,000 | - |  |
| 31121801 | Acquisition of Vehicles | - | 1,000,000 | - | - |
| 31122 | Other Machinery and Equipment | 2,500,000 | 700,000 | - | - |
| 31122802 | Acquisition of IT Equipment |  | 700,000 | - | - |
| 31122999 | Acquisition of Chiller | 2,500,000 | - | - | - |
|  | Total | 51,912,000 | 63,498,000 | 53,072,000 | 45,971,000 |

## PART D: HUMAN RESOURCES

STAFFING POSITIONS BY PROGRAMMES AND SUB-PROGRAMMES

| Salary Code | Position Titles | In Post 2011 | Funded Positions |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | 2012 | 2013 | 2014 |
| Programme 001: Presidency Affairs |  | 95 | 100 | 100 | 100 |
| - | President of the Republic | 1 | 1 | 1 | 1 |
| 020093 | Secretary to the President |  |  |  |  |
| 027582 | Principal Assistant Secretary | 1 | 1 | 1 | 1 |
| 024567 | Assistant Secretary | 1 | 1 | 1 | 1 |
| 085161 | Personal Secretary |  | 1 | 1 | 1 |
| 263558 | Maintenance Officer | 1 | 1 | 1 | 1 |
| 262048 | Assistant Maintenance Officer | 1 | 1 | 1 | 1 |
| 014859 | Senior Financial Operations Officer | 1 | 1 | 1 | 1 |
| 012949 | Assistant Financial Operations Officer |  | 1 | 1 | 1 |
| 214859 | Senior Procurement and Supply Officer | 1 | 1 | 1 | 1 |
| 212949 | Assistant Procurement and Supply Officer | 1 | 1 | 1 | 1 |
| 084155 | Higher Executive Officer | 2 | 2 | 2 | 2 |
| 083151 | Senior Officer | 2 | 3 | 3 | 3 |
| 081848 | Officer | 7 | 7 | 7 | 7 |
| 083455 | Confidential Secretary | 2 | 2 | 2 | 2 |
| 081744 | Word Processing Operator | 2 | 2 | 2 | 2 |
| 221340 | Telephonist |  |  |  |  |
| 114156 | Household Supervisor | 1 | 1 | 1 | 1 |
| 112744 | HouseKeeper | 1 | 1 | 1 | 1 |
| 111438 | HouseKeeper's Assistant | 1 | 1 | 1 | 1 |
| 242139 | Butler | 1 | 1 | 1 | 1 |
| 243556 | Chef | - | - |  |  |
| 242451 | Assistant Chef |  | - |  |  |
| 242140 | Chauffeur |  |  |  |  |
| 241336 | Driver | 2 | 3 | 3 | 3 |
| 242138 | Senior Household Attendant | 1 | 1 | 1 | 1 |
| 241131 | Household Attendant | 6 | 7 | 7 | 7 |
| 241030 | Office Care Attendant | 4 | 4 | 4 | 4 |
| 242741 | Senior Gangman |  |  |  |  |
| 241836 | Leading Hand |  |  |  |  |
| 242737 | Head Gardener/Nurseryman | 4 | 4 | 4 | 4 |
| 242737 | Personal Attendant |  |  |  |  |
| 241332 | Senior Gardener/Nurseryman | 6 | 6 | 6 | 6 |
| 241030 | Gardener/Nurseryman | 31 | 31 | 31 | 31 |
| 240929 | Watchman | - | - | - |  |
| 240624 | Caretaker | - |  |  |  |
| 240624 | Sanitary Attendant | 1 | 1 | 1 | 1 |
| 240624 | Laundry Attendant | 3 | 3 | 3 | 3 |
| $\left[\begin{array}{llll}24 & 02 & 21 \\ 24 & 02 & 16\end{array}\right\}$ | General Worker | 10 | 10 | 10 | 10 |
|  | Total | 95 | 100 | 100 | 100 |

