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

### **I. STRATEGIC NOTE**

- 1. Major Achievements for 2011**
  - Produced:
    - 513 News articles.
    - 9 issues of E-Version of GIS Newsletter reflecting Government projects and events.
    - 5 Brochures and posters on: torrential rain; Registrar General's Department; housing facilities; cyclones; and yearbook 2010.
  - Completed 90% digital archiving of black and white photos.
  - 940 requests for photo coverage and 200 requests for Public Address Equipment and Recording attended to.
  - 4 overseas news bulletins compiled and released daily (3 e- version and 1 hard copy).
  
- 2. Major Constraints and Challenges and how they are being addressed**
  - Delayed response from stakeholders in submitting inputs for publications
    - Obtain greater collaboration from Ministries/Departments
  - Printing constraints
    - Better planning with submission of advance programme of work to Government Printing Department
  
- 3. Strategic Direction 2012-2014**
  - The GIS will continue to empower citizens to make informed decisions by providing them with information on topical issues and issues of public interest through news articles and publications.

### **4. Priority Objectives And Major Services to be provided (Outputs) for 2012-2014**

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

- |                      |   |
|----------------------|---|
| Priority Objectives: | <ul style="list-style-type: none"><li>• Sensitise people on Government projects and give publicity to Government action.</li><li>• Improve archiving for Government photographs</li></ul>   |
| Major Services:      | <ul style="list-style-type: none"><li>• Publications on subjects of public interest, including overseas new bulletins</li><li>• Coverage of Government activities and dissemination through press releases and posting on web portal.</li><li>• Photographic coverage of Government activities and provision of public address, sound recording and video projection facilities to Ministries and Departments and for major conferences, seminars and workshops.</li><li>• Photo-archiving of official events and development projects.</li></ul> |

**Government Information Service—continued**

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

Code	Programmes and Sub-Programmes	Rs	Rs	Rs	Rs
		2011 Estimates	2012 Estimates	2013 Planned	2014 Planned
211	Government Information Service and Provision of International News	46,170,000	49,782,000	49,348,000	50,167,000
	<b>Total</b>	<b>46,170,000</b>	<b>49,782,000</b>	<b>49,348,000</b>	<b>50,167,000</b>

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

Code	Programmes	Total		% Distribution	
		In Post 2011	Funded 2012	2011	2012
211	Government Information Service and Provision of International News	68	70	100%	100%
	<b>Total</b>	<b>68</b>	<b>70</b>	<b>100%</b>	<b>100%</b>

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

DELIVERY UNIT	SERVICES TO BE PROVIDED	PERFORMANCE				
		Service Standards (Indicators)	2010 Actual	2012 Targets	2013 Targets	2014 Targets
<b>PROGRAMME 211: Government Information Service and Provision of International News</b>						
<b>Outcome:</b> Citizens informed about Government policies, objectives and decision-making for their own empowerment and welfare						
Government Information Service	S1: Policy and Management Services.	SS1: PBB Strategic Plan in line with guidelines submitted.	-	May	May	Apr
		SS2: % of requests acknowledged within 5 working days.	90%	90%	95%	95%
	S2: Coverage of government activities, projects and provision of international news	SS1: Number of news articles, other publications and production of international news bulletins for specific stakeholders.	1,966	1,988	1,998	2,008
		o/w News Items	489	510	520	530
		o/w Other Publications	17	18	18	18
	o/w Overseas News Bulletin	1,460	1,460	1,460	1,460	

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

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

Code	Economic Categories	Rs	Rs	Rs	Rs
		2011 Estimates	2012 Estimates	2013 Planned	2014 Planned
21	Compensation of Employees	25,090,000	25,957,000	26,823,000	27,142,000
22	Goods and Services	18,380,000	20,925,000	19,625,000	20,125,000
24	Interest	-	-	-	-
25	Subsidies	-	-	-	-
26	Grants	2,000,000	2,000,000	2,000,000	2,000,000
27	Social Benefits	-	-	-	-
28	Other Expenses	-	-	-	-
31	Acquisition of Non-Financial Assets	700,000	900,000	900,000	900,000
32	Acquisition of Financial Assets	-	-	-	-
	<b>Total</b>	<b>46,170,000</b>	<b>49,782,000</b>	<b>49,348,000</b>	<b>50,167,000</b>

### **2. SUMMARY FOR YEAR 2012**

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	25,957,000	20,925,000	2,000,000	900,000
	<b>Total</b>	<b>25,957,000</b>	<b>20,925,000</b>	<b>2,000,000</b>	<b>900,000</b>

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

Item No.	Details	Rs	Rs	Rs	Rs
		2011 Estimates	2012 Estimates	2013 Planned	2014 Planned
<b>21</b>	<b>Compensation of Employees</b>	<b>25,090,000</b>	<b>25,957,000</b>	<b>26,823,000</b>	<b>27,142,000</b>
21110	Personal Emoluments	22,155,000	22,780,000	23,636,000	23,955,000
21111	Other Staff Costs	2,935,000	2,977,000	2,987,000	2,987,000
21210	Social Contributions	-	200,000	200,000	200,000
<b>22</b>	<b>Goods and Services</b>	<b>18,380,000</b>	<b>20,925,000</b>	<b>19,625,000</b>	<b>20,125,000</b>
22010	Cost of Utilities	320,000	400,000	400,000	400,000
22020	Fuel and Oil	340,000	325,000	325,000	325,000
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	525,000	445,000	445,000	445,000
22060	Maintenance	550,000	450,000	450,000	450,000
22070	Cleaning Services	35,000	40,000	40,000	40,000
22100	Publications and Stationery	16,000,000	16,650,000	15,350,000	15,850,000
22120	Fees	125,000	2,125,000	2,125,000	2,125,000
	<i>of which</i>				
22120024	Capacity Building Programme	-	2,000,000	2,000,000	2,000,000
22170	Travelling within the Republic	25,000	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
		2011 Estimates	2012 Estimates	2013 Planned	2014 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>700,000</b>	<b>900,000</b>	<b>900,000</b>	<b>900,000</b>
31122	Other Machinery and Equipment	700,000	900,000	900,000	900,000
	<i>of which</i>				
31122802	<i>Acquisition of IT Equipment</i>	<i>400,000</i>	<i>500,000</i>	<i>500,000</i>	<i>500,000</i>
31122999	<i>Acquisition of Other Machinery and Equipment</i>	<i>300,000</i>	<i>400,000</i>	<i>400,000</i>	<i>400,000</i>
	<b>Total</b>	<b>46,170,000</b>	<b>49,782,000</b>	<b>49,348,000</b>	<b>50,167,000</b>

**PART D: HUMAN RESOURCES**

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

Salary Codes	Position Titles	In Post 2011	Funded Positions		
			2012	2013	2014
<b>Programme 211: Government Information Service and Provision of International News</b>		<b>68</b>	<b>70</b>	<b>70</b>	<b>70</b>
02 75 82	Principal Assistant Secretary	1	1	1	1
02 45 67	Assistant Secretary	1	1	1	1
08 31 51	Senior Officer	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 18 48	Officer	4	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 36	} Driver	4	4	4	4
24 13 31					
24 02 21	} General Worker	2	2	2	2
24 02 16					
<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	3	3	3	3
10 59 71	Senior Information Officer	4	4	4	4
10 44 67	Information Officer	4	5	5	5
10 59 71	Head Documentation Unit	1	1	1	1
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	5	5	5	5
<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>70</b>	<b>70</b>	<b>70</b>