

**Questionnaire on the Preparedness for the Implementation of Sustainable Development Goals
by Public Institutions**

**(Ministries, Departments, Commissions, Provincial Councils, District Secretariats,
Corporations, Statutory Boards, Municipal Councils, Urban Councils, Pradeshiya Sabha and
Government Owned Companies)**

(Mark ✓ for the answer. If space is inadequate, submit as annexures.)

			Yes	No
01.		Is your institution aware of the Agenda -2030 on Sustainable Development Goals of the United Nations Organization?		
02.		How did you become aware of it? (Mention)		
03.	i.	Are internal circulars/guidelines issued by your institution in respect of implementation of Sustainable Development Goals available?		
	ii.	If not, mention the reason/problem briefly.		
	iii.	If the answer for 3(i) above is Yes, mention the relevant circulars/ guidelines. (Attach copies herewith.)		
04.	i.	Has the Poverty Alleviation Programme been implemented through the projects presently implemented as per the Section 6.1 of National Budget Circular No.2/2017 of 25 July 2017 of the Ministry of Finance and Mass Media?		
	ii.	If so, mention briefly.		
	iii.	If not, mention the reason/problem briefly.		
	iv.	Has the budget estimate been prepared based on the three new policy strategies introduced by the Circular No.BD/CBP/4/1/2/2018 of 31 July 2017 by the Department of National Budget ?		

v.	If so, mention briefly.																												
vi.	If not, mention the reason/problem briefly.																												
vii.	<p>If the circulars/guidelines issued in addition to the said circulars by the following public institutions which are directly connected to achieve Sustainable Development Goals have been issued, give details as per the following format.</p> <table border="1" data-bbox="311 667 1550 1873"> <thead> <tr> <th data-bbox="311 667 683 793">Institution</th> <th data-bbox="683 667 932 793">No. and Date of Circular</th> <th data-bbox="932 667 1304 793">Matter on which information has been requested</th> <th data-bbox="1304 667 1550 793">Information given</th> </tr> </thead> <tbody> <tr> <td data-bbox="311 793 683 1050">i. Ministry of Sustainable Development and Wildlife</td> <td data-bbox="683 793 932 1050">.....</td> <td data-bbox="932 793 1304 1050"></td> <td data-bbox="1304 793 1550 1050"></td> </tr> <tr> <td data-bbox="311 1050 683 1260">ii. Ministry of National Policies and Economic Affairs</td> <td data-bbox="683 1050 932 1260">No.NP/SP/SDG/17 of 14 August 2017</td> <td data-bbox="932 1050 1304 1260"></td> <td data-bbox="1304 1050 1550 1260"></td> </tr> <tr> <td data-bbox="311 1260 683 1407">iii. Department of National Budget</td> <td data-bbox="683 1260 932 1407">.....</td> <td data-bbox="932 1260 1304 1407"></td> <td data-bbox="1304 1260 1550 1407"></td> </tr> <tr> <td data-bbox="311 1407 683 1617">iv. Ministry of Mahaweli Development and Environment</td> <td data-bbox="683 1407 932 1617">.....</td> <td data-bbox="932 1407 1304 1617"></td> <td data-bbox="1304 1407 1550 1617"></td> </tr> <tr> <td data-bbox="311 1617 683 1743">v. Department of Project Monitoring</td> <td data-bbox="683 1617 932 1743">.....</td> <td data-bbox="932 1617 1304 1743"></td> <td data-bbox="1304 1617 1550 1743"></td> </tr> <tr> <td data-bbox="311 1743 683 1873">vi. Department of Census and Statistics</td> <td data-bbox="683 1743 932 1873">.....</td> <td data-bbox="932 1743 1304 1873"></td> <td data-bbox="1304 1743 1550 1873"></td> </tr> </tbody> </table>	Institution	No. and Date of Circular	Matter on which information has been requested	Information given	i. Ministry of Sustainable Development and Wildlife			ii. Ministry of National Policies and Economic Affairs	No.NP/SP/SDG/17 of 14 August 2017			iii. Department of National Budget			iv. Ministry of Mahaweli Development and Environment			v. Department of Project Monitoring			vi. Department of Census and Statistics		
Institution	No. and Date of Circular	Matter on which information has been requested	Information given																										
i. Ministry of Sustainable Development and Wildlife																												
ii. Ministry of National Policies and Economic Affairs	No.NP/SP/SDG/17 of 14 August 2017																												
iii. Department of National Budget																												
iv. Ministry of Mahaweli Development and Environment																												
v. Department of Project Monitoring																												
vi. Department of Census and Statistics																												

		vii. Ministry of Provincial Councils and Local Government (Applicable only to Provincial Councils and Local Government Institutions)				
		viii. Ministry of Finance and Mass Media				
		ix. Department of National Planning				
05.	i.	Have the stakeholders been identified on the implementation of Sustainable Development Goals?				
	ii.	If so, mention the stakeholders. Eg – public institutions, private institutions, civil societies				
	iii.	If not, mention the reason/problem briefly.				
	iv.	Have awareness programmes been implemented for stakeholders by your institution on the implementation of Sustainable Development Goals? If so, give details on the date of conducting the programme, venue and details on the coverage of the programme in brief.				
06.	i.	Have Sustainable Development Goals and Targets relating to your institution been identified?				
	ii.	If so, mention.				
		Goals	Targets	Institution/Division responsible therefor under your Institution		

	iii. Have the said Sustainable Development Targets been included in the Action Plan of your institution?					
	iv. If not, mention the reason/problem briefly.					
	v. Have the milestones required for monitoring the relevant functions been identified in reaching Sustainable Development Targets? If so, mention as follows.					
	Goal	Target	Index	Base Year and Base line Data	Milestone 1	Milestone 2
Eg-						
	Goal	Target	Milestone 1	Milestone 2	Milestone 3	
	End Hunger and Promote of Agriculture	Double Increase in Paddy Production by 2030	Cultivation of abandoned paddy fields of x acres in extent in the year 2018	Cultivation of abandoned paddy fields of y acres in extent in the year 2019		
	vi. If not, mention the reason/problem briefly.					
	vii. Is there a methodology for disaggregating data representing all parties in respect of the indices identified above?					

	viii.	<p>If yes, indicate examples as follows. e.g. Sustainable development goal : End poverty in all its forms everywhere Target: Reduce at least by half the proportion of men, women and children of all the ages living in poverty in all its forms. Data should be collected as follows.</p> <ul style="list-style-type: none"> • Based on gender • Based on age • Based on occupation • Based on area of residence <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>																														
	ix.	<p>If not, mention the reason/problem briefly.</p> <p>.....</p> <p>.....</p>																														
	x.	<p>Has/have an officer/ officers been engaged to collect data as mentioned above?</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table>																														
	xi.	<p>If not, mention the reason/problem briefly.</p> <p>.....</p> <p>.....</p>																														
	xii.	<p>Are those officers knowledgeable and experienced in Information Technology?</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table>																														
	xiii.	<p>If so, mention briefly as follows.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 33%;">Designation</th> <th style="width: 33%;">Qualifications</th> <th style="width: 34%;">Experience (Years)</th> </tr> <tr> <td style="text-align: center;">-----</td> <td style="text-align: center;">-----</td> <td style="text-align: center;">-----</td> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Designation	Qualifications	Experience (Years)	-----	-----	-----																								
Designation	Qualifications	Experience (Years)																														
-----	-----	-----																														
	xiv.	<p>If not, mention the reason/problem briefly.</p> <p>.....</p> <p>.....</p>																														

	xv.	Are those officers provided with adequate physical facilities?		
	xvi.	If so, mention briefly.		
		Description -----	Quantity Required -----	Quantity Existing -----
		Computers		
		Internet facility		
		Other facilities required (Mention the name)		
	xvii.	If not, mention the reason/problem briefly.		
	xviii.	Is there a methodology for the verification of the accuracy of data?		
	xix.	If so, mention the methodology briefly.		
	xx.	If not, mention the reason/problem briefly		
	xxi.	Is there a methodology for the verification of the security of data?		
	xxii.	If so, mention the methodology briefly.		
	xxiii.	If not, mention the reason/problem briefly.		
07.	i.	Has your institution recognized the financial provisions required for achieving the sustainable development goals mentioned under 6 above ?		

	ii.	If so, mention as follows.		
			Year	Source
			Provisions Rs.	Actual Expenditure Rs.
			2016	
			2017	
			2018	-
08.	i.	Is there a methodology for the management of physical resources presently available in your institution for the achievement of the sustainable development goals specified in Section 6 above?		
	ii.	If so, mention briefly.		
	iii.	If not, mention the reason/problem briefly.		
09.	i.	Is there a methodology for the involvement of the staff of your institution for this programme?		
	ii.	If so, mention briefly..		
	iii.	If not, mention the reason/problem briefly		
	iv.	Is there a methodology for training the above staff for the implementation of this programme?		
	v.	If so, mention briefly.		
	vi.	If not, mention the reason/problem briefly.		
10.	i.	Have the other Public institutions related with the sustainable development goals relevant to your institution been identified?		
	ii.	Has the methodology for cooperating with those institution been identified?		

	iii.	Goal	Targets	Related Public Institution	Methodology of cooperating				
	iv.	If not, mention the reason/problem briefly.							
								
								
v.	Are opportunities available in your institution to exchange resources and capacities with the institutions specified in 10 (iii) above for the achievement of sustainable development goals?								
vi.	If so, mention briefly.								
								
								
vii.	If not, mention the reason/problem briefly								
								
								
11.	i.	Has the risk of failure been identified in your institution in continuously securing resources and capacities required for the achievement of sustainable development goals?							
	ii.	If so, mention briefly.							
								
								
	iii.	If not, mention the reason/problem briefly.							
								
								
iv.	Have the measures to be taken by your institution for the mitigation of the above risk been identified?								
v.	If so, mention briefly.								
								
								
vi.	If not, mention the reason/problem briefly.								
								
								
12.	i.	Has a methodology been identified by your institution for monitoring the functions							

		relating to the achievement of sustainable development goals?		
	ii.	If so, mention briefly.		
	iii.	If not, mention the reason/problem briefly.		

Signature :-

Date:-

Name :-

Designation :-

Official Stamp:-