

Functions

Management

01. Implementation of Policies, Plans and Programmes pertaining to the subject of Public Administration and Home Affairs
02. Management of services pertaining to Combined Services, Sri Lanka Administrative Service, Sri Lanka Engineering service, Sri Lanka Scientific, Technological and Architectural Services
03. Management, monitoring and coordination of all agencies which comes under the purview of the Ministry including District & Divisional Administration
04. Provide financial and administrative support services to the agencies which come under the Ministry of Public Administration and Home Affairs
05. Development of Human Resources in public service
06. Making arrangements for capacity building of Public service

Statutory

01. Formulation and implementation of policies on public service pension, W&OP schemes and public service provident fund
02. Formulation, interpretation and Revision of provision of the Establishments Code
03. Organize National Independence day ceremony and other state ceremonies
04. Implementation of Holiday Act
05. Policy Formulation and Implementation of civil Registration (Births, Marriages and deaths).
06. Assist in formulation of Administrative Reforms policies and implement them in the Ministry and institutions under the purview of the ministry
07. Testing, practice and application new public management concepts.

Social Welfare

01. Formulation and implementation of social security schemes for public servants
(Agrahara Insurance Scheme, Property Loan etc...)
02. Providing housing facilities for Public Servants and allocation of Government Quarters
03. Providing Holiday Bungalows, Circuit Bungalows and Holiday Resorts for Public servants and Pensioners