

A Strategic Transformation



A Strategic Transformation





Endowed with the Charter status, we have now progressed to being the country's leader in Human Resource Management with global recognition. As the only Chartered Institute for HRM in the country, we are focused now more than ever in progressing our transformation into a highly acclaimed institute and body for HRM and HR professionals within the region. Our mission continues to be realised with a clear focus as we continue our journey with passion and determination.



Contents



ABOUT US

08 Milestones

10 Financial Highlights

11 Operational Highlights

12 Our Crowning Achievements



46 Management Team

50 Pictorial Review 2018/2019

STEWARDSHIP

72 Corporate Governance Report

74 Report on Risk Management

77 Report on Sustainability

79 Corporate Social Responsibility

MANAGEMENT DISCUSSION & ANALYSIS

84 Standing Committees to the Council

146 Our journey towards obtaining 'Chartered' Status

148 Outline of Reporting Initiatives

FINANCIAL REPORTS

152 Report of the Governing Council

154 Independent Auditors Report

156 Statement of Comprehensive Income

157 Statement of Financial Position

158 Statement of Changes of Funds

159 Statement of Cash Flows

160 Significant Accounting Policies to the Financial Statements

164 Notes to the Financial Statements

174 Detailed Statement of Comprehensive Income

175 Additional Notes to the Financial Statements

ANNEXURES

180 Financial Performance

181 CIPM Centres

182 Performance Review (2009 - 2019)

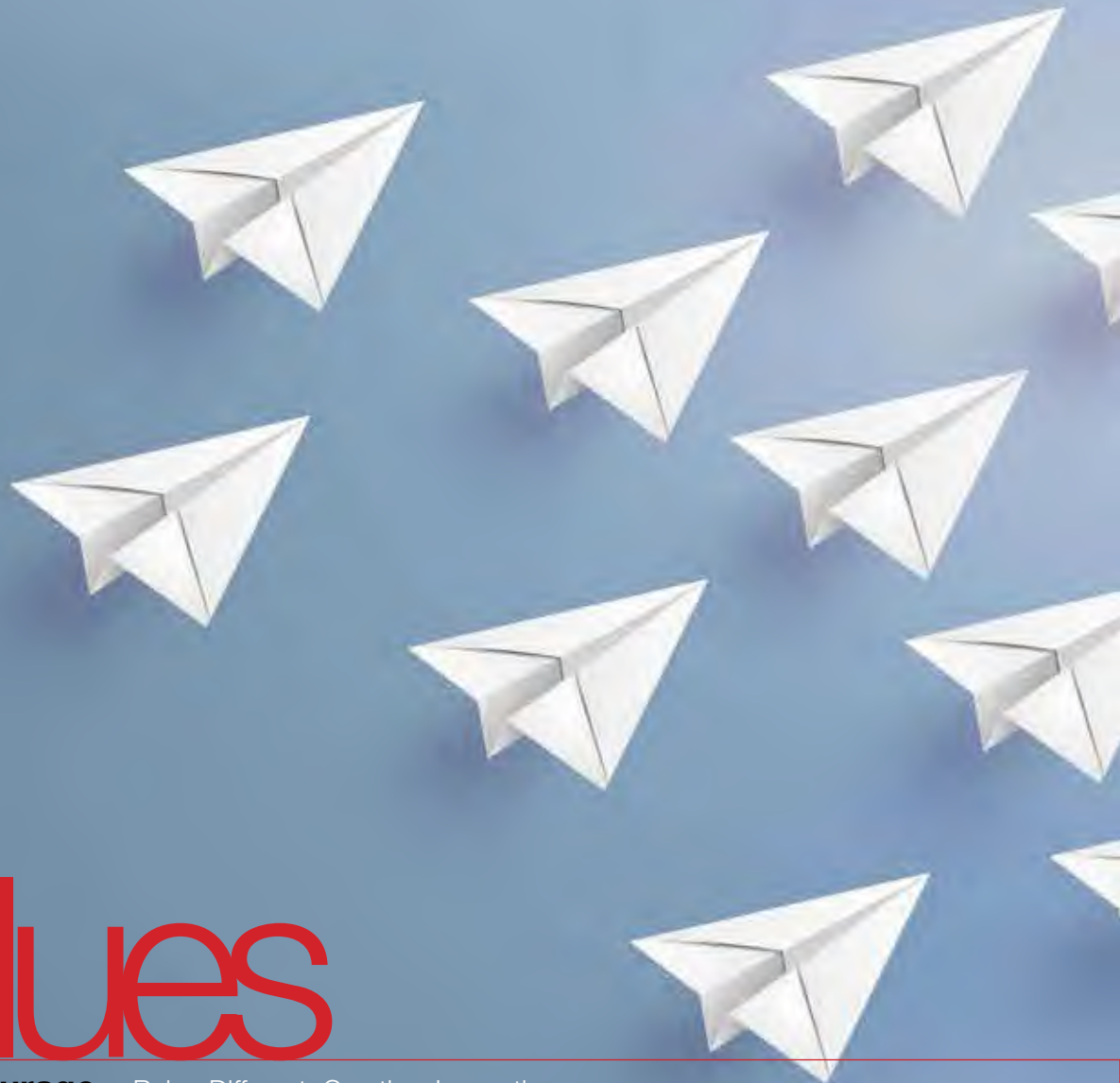
185 Notice of Meeting

Vision

To be a Guiding Force and Global Leader in Developing and Managing Human Capital.

Mission

Developing Innovative Practices for Unleashing Human Potential.



Values

Courage	Being Different, Creative, Innovative
Integrity	Ethical, Honest and Sincere in all dealings
Passion	Inner drive for world-class service excellence
Mastery	Being proficient in what we do



Objectives

- To promote and develop the principles, techniques and practice of personnel management in Sri Lanka;
- To help in the acquisition and interchange of knowledge by reading of communications and discussions thereon, by establishing and maintaining libraries, publications on matters of professional interest and any such other means;
- To promote the study of personnel management and to encourage research into the best means and methods of applying the principles and techniques of personnel management in the interests of the industrial and economic development of Sri Lanka;
- To conduct examinations qualifying for membership of the Corporation to test the competence of persons engaged in personnel management and to grant certificates of competence;
- To assess the eligibility of candidates for admission to the various grades of membership;
- To regulate the professional activities and to assist in maintaining high standards in the general conduct of its members;
- To give the Government and other institutions both in the public and private sectors the facilities for conference with and ascertaining the views of personnel managers as regards matters directly or indirectly affecting personnel management;
- To encourage and assist in the settlement of disputes between the Institute and its members by arbitration and to nominate arbitrators and umpires;
- To foster coordination with similar professional institutes in Sri Lanka and other countries in furthering the objects of the Corporation; and
- To do all such other acts and things as are incidental or conducive to the attainment of above objects or any of them.

About Us

Milestones • 08
Financial Highlights • 10
Operational Highlights • 11
Our Crowning Achievements • 12
President's Message • 14
Hony. Secretary's Message • 18
Hony. Treasurer's Message • 22
Chief Executive Officer's Review • 26
Executive Council • 32
Management Team • 46
Pictorial Review 2018/2019 • 50

Milestones

1959

The Institute of Personnel Management (IPM) is founded with the objective of nurturing and developing the profession of Personnel Management.

1960

A committee comprising 14 'Subscriber Members' and headed by eminent personality Sir Cyril De Zoysa, adopts the IPM Constitution.

1962

The 'Handbook of Personnel Management' is compiled by Dr. D.S. Bandarage. This was considered as the premier guide to Personnel Management in Sri Lanka for many years.

1976

IPM is incorporated as a professional educational institution by Parliamentary Act No. 24 of 1976.

1985

The First-ever National HR Conference is organised by IPM in order to share and gain industry knowledge, exchange views, share best practices and to build professional connections. Over the next three decades, the event would become Sri Lanka's flagship HR learning conference and South Asia's largest HR event.

1992

IPM is registered with the Tertiary and Vocational Education Commission (TVEC) of Sri Lanka as an Institute authorised to conduct courses and examinations in Personnel Management.

2000

The official foundation stone laying ceremony of 'IPM House', Colombo 5 is held under the auspices of our Executive Council Members and other dignitaries.

2001

'IPM House' is officially opened by the then IPM President Mr. U.A.C. Obeyesekere on 31st July 2001 realising a long cherished dream of the IPM Membership and HR fraternity of Sri Lanka.

2002

Introduced the first ever HR Service Providers Exhibition (Presently known as National HR Exhibition) along with the National HR Conference.

2003

IPM Learning Centre and Library was officially launched. The library would later grow to be Sri Lanka's biggest collection of books and publications with regard to Human Resource Management.

IPM Sri Lanka was elected as the President, Asia Pacific Federation of Human Resource Management (APFHRM) and as Board Member of the World Federation of People Management Associations.

Initiated the first ever Exchange Programme with a foreign professional body by teaming up with the National Institute of Personnel Management, India.

2004

The first IPM Study Centre was commenced in Kandy to offer FCHRM and CCHRM study programmes in collaboration with Central Province Women's Chamber of Small Industries and Commerce, Kandy.

2005

The Professional Qualification in Human Resource Management (PQHRM) was officially launched meeting a timely need for an advanced qualification in HRM in Sri Lanka.

2006

The IPM Kurunegala Study Centre was opened to cater to the Human Resource Management educational needs of the North Western (Wayamba) region in collaboration with ISB, Kurunegala.

2007

IPM Sri Lanka was appointed as the Vice President, Asia Pacific Federation of Human Resources Management representing the Indian Sub-Continent.

2008

Signed an MOU with the Open University of Sri Lanka (OUSL) to design and implement the MBA in HRM.

IPM Sri Lanka was elected as the Secretary General, Asia Pacific Federation of Human Resource Management.

Signed an MOU with Australian Human Resources Institute (AHRI) and PMSM Indonesia to enhance professional development activities.

IPM Sri Lanka successfully completed the second phase of the 'headquarters building expansion project' with the addition of its new wing, equipped with state-of-the-art lecture halls, office infrastructure, and amenities. The ceremonial opening of the new wing took place on 01st June 2008.

2009

The IPM Members' Lounge was launched offering an array of exclusive benefits for IPM Members.

A Memorandum of Understanding (MoU) was signed with the Australian Human Resource Institute (AHRI) for mutual collaboration.

The IPM Gampaha Regional Study Centre was opened to cater to the Human Resource Management educational needs of the Gampaha area in collaboration with FCCISL.

2010

IPM commences HRM courses in Jaffna through its Jaffna Regional Study Centre, meeting a timely need for HRM education in Sri Lanka's war-torn Northern Province.

2012

IPM received ISO 9001:2008 Certification from the Sri Lanka Standards Institution (SLSI) recognising the Institute's capacity for the design, development and conducting of professional educational programmes on Human Resource Management and for the undertaking of HRM Consultancies. IPM was the first professional Institute to receive ISO Certification.



2013

IPM won Gold Award for its Annual Report under the 'Small and Medium sized Entities Category' at the 49th Annual Report Competition organised by the Institute of Chartered Accountants of Sri Lanka (ICASL).

IPM won Silver Award at SLIM Brand Excellence Awards 2013.

IPM won the 'Taiki Akimoto 5S Merit Award' from the Japan Sri Lanka Technical and Cultural Association (JASTECA). IPM Sri Lanka thus became the first professional HRM Institute to be honoured with this prestigious award.

The IPM Kandy Regional Centre is opened at William Gopallawa Mawatha, Kandy, employing our own staff, to cater to the Human Resource Management educational needs of the Central Province.

The IPM Negombo Regional Study Centre opened to cater to the Human Resource Management educational needs of the Negombo area.

2014

IPM launched its very own definition for Human Resource Management. The new definition is considered to be a significant milestone in IPM's journey and clarifies a number of aspects critical to HRM, especially in the Sri Lankan context.

The IPM Galle Regional Centre was opened to cater to the Human Resource Management educational needs of Sri Lanka's Southern province.

A Memorandum of Understanding (MoU) was signed with CA Sri Lanka for mutual collaboration.

A Memorandum of Understanding (MoU) was signed between IPM Sri Lanka, NIPM India and BSHRM Bangladesh for the formation of the South Asian Association of Human Resources (SAAHR).

IPM Sri Lanka was categorised as "Human Resource Development" under the 'Schedule of Professions' of the Organisation of Professional Associations (OPA) of Sri Lanka. Accordingly, IPM Sri Lanka will be entitled to nominate a "Representative Member" to serve on the Executive Council and Forum meetings of the OPA.

2015

Purchased a property in extent of 40 perches, located almost adjacent to the IPM Building.

Won the 'Certificate of Merit' at the SAFA (South Asian Federation of Accountants) Best Presented Annual Report Awards 2013 for the year 2013 in the 'Non-Governmental Organisations Category' (including NPOs).

Awarded the prestigious Special Commendation Award for the Service Sector under the small scale category at the National Productivity Awards.

Established our own Regional Centre in Kurunegala with better facilities in the heart of the town.

Introduced the first ever Certified HR Auditor Programme in Sri Lanka in collaboration with TV Rao Learning Systems (TVRLS) India.

2016

Upgraded PQHRM syllabus was re-launched.

The revamped Kandy Regional Centre was opened.

Fellow Member and Past President, IPM Sri Lanka, Mr. U.A.C. Obeyesekere, bestowed 'APFHRM Professional of the Year 2015 Award' at the APFHRM Regional HR Conference held in Singapore in November 2015.

Accreditation obtained for the PQHRM programme from Asia Pacific Federation of Human Resource Management (APFHRM).

Signed an MOU with Salford University, UK for conducting MSc. and BSc. programmes at IPM Sri Lanka.

2017

IPM Sri Lanka President was elected as the Vice President of Asia Pacific Federation of Human Resource Management.

2018

IPM Sri Lanka became the Winner of the National Business Excellence Awards (NBEA) 2017 in the Educational Services Sector.

IPM Sri Lanka, upon a rigorous bidding process was successful in winning the bid for hosting the World HR Congress 2020 - the most prestigious global event in the field of Human Resource Management (HRM).

IPM Sri Lanka entered into an MOU with the Malaysian Institute for Human Resource Management for an exchange programme of two staff members per year, for educational purposes.



2019

IPM Sri Lanka was awarded the Charter Status by the Parliament Act (Amended) No.31 of 2018.

A new centralised study centre with modern state of the art facilities was setup at Colombo 05.

Opening of the modern knowledge centre to go with the digitisation strategy of the strategic plan.

Expansion and relocation of the Kurunegala regional centre providing state of the art facilities for the students and stakeholders.

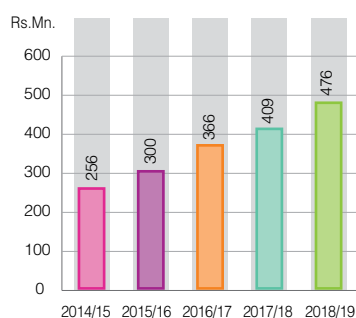
Introduced the first ever HR Glossary with 7000+ words.

Merit Award winner at the Sri Lanka National Quality Award (SLNQA) under the Education Sector - medium category.

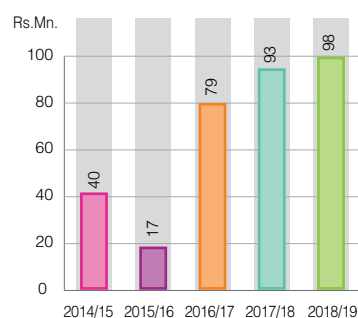
Financial Highlights

	2018/2019	2017/2018
Productivity		
Revenue - Rs. Mn	475.51	408.64
Net Revenue/Gross Margin - Rs. Mn	295.51	270.18
Gross Margin Ratio (%)	62.15	66.12
Head Count - No. of Staff	65.00	59.00
Revenue per Employee - Rs. Mn	7.32	6.93
Year End Data		
Total Assets - Rs. Mn	764.79	694.43
Total Equity - Rs. Mn	542.33	457.01
Bottom Line Performance		
Surplus Before Tax - Rs. Mn	98.36	93.40
Surplus After Tax - Rs. Mn	85.26	90.42

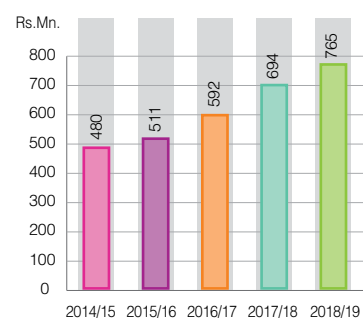
Revenue Growth



Surplus Before Tax



Assets Growth



Operational Highlights

Revamping of
CIPM By Laws



Introduced the
Lecturer Competency
Framework (LCF)
and Learning
Management System
(LMS)

Staff Exchange
Programme with
Malaysian Institute
of HRM

First Ever HR
Charity walk

800+
Participants



Offered Insignia
and Cloaks for
Council Members,
Past Presidents
and Chartered
Fellows



Participation
for Maldives
Education
Exhibition

Inter School
Debate
Programme in
North Western
Province

Successfully
completed the
5th HR Auditor
Programme in
Collaboration with
TV Rao Learning
Academy

Introducing new
Study Programmes

- Executive Certificate
in Employment Law
(ELow)
- HR Analytics

ERP Solution for
Finance Module

Conducting the
Graduation Ball for
the 2nd consecutive
year



Enrollment of

140+

new Members in
Different Categories



3rd

Research
Symposium with
50+ papers

Started Mapping
Processes with
CIPD UK for
Qualification and
Membership

Launching of new
Strategic Plan for
the next 3 years
(2019 - 2021)

The Great HR Quiz

60+

Corporate Teams

Expansion of
Kandy Regional
Centre

Gala Dinner Event
to Celebrate
Charter Status with
the Participation
of 450+ CIPM
Members and
special invitees

MOU with
Maldives Institute
of HRM

Our Crowning Achievements



2012

Merit Award Winner at the JASTECA 5S Awards Ceremony, Taiki Akimoto 5S Awards 2012.

IPM receives ISO 9001:2008 Certification from the Sri Lanka Standards Institution (SLSI) and IPM was the first professional Institute to receive ISO Certification.

Winner of a Commendation Award under the Service Sector - Small Scale at the National Productivity Awards 2013, organised by the National Productivity Secretariat of Ministry of Productivity Promotions.

Silver Award Winner under the SME Brand of the Year, at the SLIM Brand Excellence Awards, organised by the Sri Lanka Institute of Marketing.

Received a Special Commendation Award under the Service Sector - Small Scale Category, at the awards programme organised by the National Productivity Secretariat.

2013

Winner of the Gold Award under the Small and Medium Sized Entities at the Annual Report Awards, organised by the Institute of Chartered Accountants of Sri Lanka.

2014

Awarded a Certificate of Compliance under the Small and Medium Sized Entities at the Annual Report Awards organised by the Institute of Chartered Accountants of Sri Lanka.

2015

Awarded Silver Award under the Small and Medium Sized Entities at the Annual Report Awards organised by the Institute of Chartered Accountants of Sri Lanka.

Received a Commendation Award at the Sri Lanka National Quality Awards Programme, organised by the Sri Lanka Standards Institution (SLSI).



2016

Winner of the Bronze Award under the Small and Medium Sized Entities at the Annual Report Awards, organised by the Institute of Chartered Accountants of Sri Lanka.

2017

Winner of the Certificate of Compliance under the Small and Medium Sized Entities at the Annual Report Awards organised by the Institute of Chartered Accountants of Sri Lanka.

Winner of the Business Excellence Award under the Educational Services Category at the National Business Excellence Awards 2017.

Awarded the Certificate of Conformity in ISO 9001:2015 for the IPM Head Office and its branches by the Sri Lanka Standards Institution (SLSI).

2018

Winner of the Certificate of Compliance under the Small and Medium Sized Entities at the Annual Report Awards organised by the Institute of Chartered Accountants of Sri Lanka.

Merit Award Winner at the Sri Lanka National Quality Award (SLNQA) under the Education Sector - medium category.

President's Message

It is with great pleasure and a humble sense of fulfilment that I announce the successful completion of the Council year 2018/2019, having achieved markable progress on many fronts. As the first President of the Chartered Institute of Personnel Management of Sri Lanka, I am delighted to state that we could undertake many progressive developments during this year building upon the previous successes and paving way for brighter years to come. As an equal owner of this great National Institute, my fellow members can be proud of the elevated level of CIPM Sri Lanka achieved during this year. But first, as always, I must pay tribute to our forefathers and all my predecessors for the strong foundation and solid building blocks laid by them upon which we could build this great place, CIPM Sri Lanka.

The Council year was marked by several notable achievements, gaining 'Chartered' status being the foremost accomplishment where the Institute of Personnel Management (IPM) was re-branded to Chartered Institute of Personnel Management (CIPM) with the conferring of Chartered status by the Supreme Legislature of Sri Lanka. Besides, several infrastructure development initiatives were carried out during the year apart from improvements to CIPM's governing structure with the implementation of the new strategic plan. The Institute's membership also witnessed a marked increment with a significant number of new members coming on board with the relaxation of certain rules through by-law amendments. Further, the Business

School and other revenue arms were able to achieve the budget targets leading to improved income over expenditure compared to the previous Council year. The Institute marked the highest ever revenue and the net surplus before tax during this financial year recording a 16% revenue growth compared to last year.

The changing dynamics of the People profession in this digital era indicates there is an upsurge in demand for strategic aspect of People Management where the People Professionals are to take up more of a Specialists Job than a role of generalists. As the operational area of businesses will be mostly taken over by machines in the digital era, leading to a minimal dependency on humans, the corporate People Manager's role will become a role of a strategist in the years to come. In this perspective, the principal role of People Managers and their key result areas had to be redefined in evaluating the performance of the professionals. However, in the interim, the People profession will take centre stage as they will be called upon to handle all the volatilities, uncertainties, complexities and ambiguities of the world of work till the mid part of the fourth industrial revolution. We therefore as CIPM will have to consciously produce our Professional for this envisaged future.

Investing in our Progression

One of the significant achievements during the year was our attainment of 'Chartered' status for the Institute ratified by the parliamentary act No.31 of 2018 which led to the change in Institute's standing from IPM to CIPM. This was a crucial

development considering our position as a prestigious Professional institution among all other professions in the country. Along with this strategic transformation, we revamped By-Laws to suit the new status and to facilitate more professionals to become members through a rigorous exercise and finally deliberating at a special general meeting of members further we have introduced the CPD point scheme and guidelines too.

Besides, improvements were carried out concerning the quality of education of the business School. In enhancing the learning experience for most of our students who are based in Colombo, a new building was hired on a long-term lease. Before this initiative, classes for the students were scattered around the city due to the unavailability of space at our main building. Due to this fact, we were unable to provide an equal standard learning environment of assured quality.

However, with the election of the new Council, we were able to bring all our classes dispersed around the city under one roof thereby providing them with better infrastructure and quality of education. The new building enabled us to centralise our academic programmes thus providing the students with proper classroom facilities, infrastructure, and learning spaces. This strategic move not only improved the quality but also will vastly reduce our logistics cost in the long run. Moreover, it had given us the much-needed space for the expansion of our business school and separation of Professional and Academic services arm with the examinations department.



1,300+
Members

A handwritten signature in black ink, appearing to be 'D.F.' with a stylized flourish.

Dhammika Fernando

President
CIPM Sri Lanka

President's Message

Further, we also have moved our Kurunegala Regional Centre to a new premises with additional space considering the increasing demand for our courses in the area.

In par with our strategic plan, during the year we re-engineered our organisational structure into three pillars; the Business School which is the main revenue generation arm, Shared Services division which is established to provide the enabling services to the revenue-generating units and the Professional & Academic Affairs division and the Secretariat which is established to provide medium to long term strategic direction to achieve Institute's key objectives set out for the year while actively supporting the professional and academic affairs in upholding quality excellence. Consequently, we also carried out modifications to the infrastructure within the organisation.

The Institute's other revenue generation facets; the consultancies, workshops and seminars department has increased by two-fold, well-exceeding budget forecasts during the year thanks to a maverick marketing strategy and thereby considerably increasing the monthly income generated by the Institute.

Furthermore, we revamped the existing library to give it a modern and welcoming ambience and to accommodate a larger number of readers. Likewise, three e-library services, as well as new hard copy books, were added to the library while availing these facilities not only to learners and members but all university students, scholars and enthusiasts of the people profession. The library is renamed as 'CIPM Knowledge Hub'. Several PC's also were added to facilitate the use of global E-libraries.

Three new certificate courses were also added to the business school product portfolio during the year namely, ECOSH (Executive Certificate in Occupational Safety & Health), Executive Certificate in Employment Law and Certificate course in HR Analytics. In collaboration with the Salford University of Manchester UK, we have added BSc in HRM also this year building upon the success of MSc in HRM degree programme. Introduction of the Academic calendar to the business school is another first achieved during this year.

As a measure of inculcating & developing much-needed research culture among the people professionals, scholars

One of the significant achievements during the year was our attainment of 'Chartered' status for the Institute ratified by the parliamentary act No.31 of 2018 which led to the change in Institute's standing from IPM to CIPM.

and students we introduced a CIPM applied research centre to promote the research culture amongst the HR fraternity, which is our stepping stone in establishing an Asia Pacific Centre for HR excellence. Being a member of the Asia Pacific Federation of Human Resource Management, we managed to obtain the preliminary approval from the APFHRM Board to establish this Centre of Excellence in Colombo Sri Lanka.

An HR glossary was also compiled for the first time in Sri Lanka during the year under review.

Building effective communication and digital Infrastructure

The inevitable digital future requires a robust and adequate communication backbone. Envisaging this the council has decided to have proper leased line broadband connectivity covering all our regional centres and study centres for seamless connectivity and data transfer facility. This was made possible and now CIPM can look forward to providing virtual learning facility, distant learning through digital platforms and deploying our current ERP covering all regional centres and much more. Further, we hope to provide a free Wi-Fi facility for members and learners at all our premises through a concessionary tie-up with Sri Lanka Telecom for specific purposes.

Further digitalization initiatives were undertaken during this year. We have introduced much needed Microsoft Navision based ERP solution in automating the finance division and further developments are possible through additional modules. This will be a huge forward leap from the past in managing, specifically live monitoring, budgeting and forecasting our finances.

The newly implemented Learning Management System (LMS) for the delivery of all study materials in connection

with lecturer and learner facilitation will be handled through this LMS reducing the usage of paper to a great extent while being eco-friendly. Apart from that, we have introduced Microsoft edu365 which is under implementation in managing business school work specifically concerning the examinations and access to results quickly and this will partly facilitate member services too. We are also in the process of introducing a mobile app for CIPM events that we call the CIPM events app. This will facilitate participants of any of the CIPM event, seminars and workshops with easy registration, easy access management, event materials, schedules, messaging, Q&A, feedbacks and evaluations and many other novel features.

Strengthening our Network

We have considerably improved our affiliation with the regional bodies and these well-established regional ties have reinforced our member exchange programmes.

CIPM Sri Lanka has also been instrumental in establishing an HR fraternity in the Maldives and introducing the Maldives as one of the member countries to the regional body. At present, HR fraternity in the Maldives consists of around 300 members and was successful in hosting their first national HR Congress in April this year. CIPM President was invited for their maiden Conference to make a presentation in honour of the event. CIPM has entered into an MOU with the Maldivian Association for Human Resource Professionals MARP.

World HR Congress 2020

Moreover, during the year, we were selected as the host country for the World HR Congress in 2020, the first time a South Asian country will be hosting the World HR Congress. The selection process for the World HR Congress 2020 was held in November 2017 in Hong Kong with Australia,

Philippines, Thailand and Sri Lanka participating in the bidding process.

Enhanced services and recognition to the Members

We persistently made efforts to make CIPM a more member-centric organisation by providing additional facilities for the member community. In this regard, we have introduced a new insurance scheme and a reward and recognition programme for our members. For the first time in the 59-year history, this council has fulfilled the By-Law requirement of providing the Fellows with the stipulated cloak and insignia. We have gone a further step beyond by recognizing all the past Presidents too with a special insignia.

The College of past Presidents was made active in a consistent way with regular meetings. We always considered their good advice in relating to our activities. As an expressive measure, the council has shown that we are very much serious in deep routed member centricity by selecting two very senior, capable and active fellow Members to head two main pillars in the institute, the Academic and Professional Services Division and the Business School. Hopefully, this trend will continue under future councils too in fulfilling the current strategic plan initiatives. This council also has taken a conscious decision to give priority to members in filling all executive vacancies in the Institute.

Further, we have made a significant effort to benchmark ourselves with CIPD UK. Initially, we receive much support from them in establishing our research centre, following which we did the first stage mapping of their competency framework with our framework. We are in the process of developing our membership framework to match the CIPD member framework, thus allowing CIPM members to become CIPD members in the future at concessionary rates. Likewise, we have collaborated with CIPD Singapore in conducting seminars and workshops in Sri Lanka. Further, we have successfully negotiated with CIPD in increasing complimentary Participation at CIPD UK annual conference by one more ticket from three to four.

We introduced a new protocol manual, the long-anticipated financial procedure manual, HR Policy and procedure manual for CIPM during this year. We made changes to the member

enrolment process from a typical job interview to a dignified discussion. Because of progressive changes, there are a significant number of new members enrolled during the council year including upgrading. We recertified all the members with the new CIPM name and status according to the different categories that they belong to.

Additionally, CIPM employees were given the opportunity for capacity building where they were provided with training and development opportunities as well as exposure to foreign training. A selected number of employees were sent on training in Malaysia as part of our employee exchange programme during the year. And for the first time, a CIPM employee was provided with the opportunity to take part at a prestigious CIPD UK annual Conference last November in Manchester.

For the First time, the Annual employee year-end Christmas party was organized outside the CIPM premises with the participation of the families. We also introduced a performance awards ceremony.

Charity and CSR

We as a National body has a moral responsibility in serving the society by and large. In fulfilling this requirement, we introduced three different approaches this year. The inter-school Quiz competition, a process of providing scholarships to those students who excelled and Career guidance workshops and seminars in collaboration with the OPA for schools in Colombo, Kalutara and Gampaha districts. Another initiative for the first time by CIPM was to provide enabled parks for the disabled children to play alongside other children. A charity walk was organized with the participation of about 800 Members, Students, Staff, Faculty and well-wishers. We named this very successful effort as "The Great HR Charity Walk". Now we are all set to construct the playing gear to enable the disabled at the Children's park of BRC playground.

The Way Forward

We have attained the citadel of the People Management World in Sri Lanka because of our position of strength due to our 'Chartered' status, our collaborations, our affiliations, our business school and therefore, have become one of the highest respected member Institutes

within the apex body of the Organisation of Professional Associations of Sri Lanka (OPA). As per the recent survey carried out amongst the blue-chip listed companies, 211 CIPM members were representing those blue-chip companies representing different levels from top most level down to Executive level which is a significant achievement of CIPM as a respected professional institution.

Going forward, there is a greater need to be the guardians of the world of People Management in Sri Lanka and this will be done by way of regulating, standardising and introducing professional ethics for People practices, the Profession and the discipline. Thus, our next step should be to promulgate standards for the HR profession in Sri Lanka.

Acknowledgment

I wish to extend my heartfelt gratitude to all the Council Members elected for the year, all staff members, and those who have contributed in the Standing committees for enabling me to lead unprecedented amount of development work towards the progress of the Institute. A special appreciation to fellow member staff /Directors Mr. U.A.C. Obeyesekere and Mr G. Weerathunga for their invaluable contribution to CIPM Sri Lanka.

I also wish to thank all the officials in the Government and relevant Ministries who have assisted us in attaining 'Chartered' status for the Institute.

Finally, I place on record the members' gratitude to all our Past Presidents, past leaders and stalwarts as they are the forerunners of the success of this great Institute. I appreciate the help and support and solidarity of the leaders of all regional APFHRM member bodies in securing the World Congress 2020 and for the moral support rendered to CIPM Sri Lanka during difficult times. I'm sincerely grateful to all our loyal members- the legitimate owners of CIPM who have been the driving force behind the continued success of this Institute.



Dhammika Fernando

President
CIPM Sri Lanka



9,000+
Students

Ken Vijayakumar

Hony. Secretary
CIPM Sri Lanka

Hony. Secretary's Message

The success of CIPM Sri Lanka can be attributed to the exemplary governance mechanism implemented by the council two years ago. Further, the results achieved through transparent processes and authentic leadership of the council were immense.

The significant achievement for this Council year is the transformation from Institute of Personnel Management to Chartered Institute of Personnel Management.

The Chartered status is not merely a name change, but the result of improvement of many internal processes such as quality of HR education, member selection process, infrastructure facility, and information technology architecture. Along with these improvements,

CIPM is marching forward as the most responsible and value adding partner in the human resources management fraternity.

The success of CIPM Sri Lanka can be attributed to the exemplary governance mechanism implemented by the current Council and previous Council during 2016/17. Further, the results reaped through the transparent processes and authentic leadership of the Council were immense.

With the introduction of the strategic plan for 2018-2021 there is a significant change in the governance of the CIPM Secretariat where the structure was revamped into three main pillars, the Business school, the Professional and Academic Affairs and the Shared Services keeping in line with global governance mechanisms adopted by some of the best member driven professional organisations.

Hony. Secretary's Message

Our sincere effort in making CIPM a process and a member driven organisation is continuing as senior management positions are being given to the members to create much needed ownership towards the Institute. (who have passion towards the people management)

Operating in an environment driven by digitalisation and disruption, CIPM is preparing itself to move towards a new direction. In this regard, an appropriate strategic plan is being initiated and implemented where the main area of focus has been on digitalising the many processes within CIPM. Further, the distance learning options have also been contemplated while reimplementing the ERP system with the robust vendor partner covering the business school processes such as the Navision and Edu 365 modules.

With the introduction of the People Development Committee a considerable attention was focused on internal people management processes. This initiative enabled us to develop the staff and to prepare them to face the emerging challenges posed by competitor institutions. In addition, the members of the staff were continually provided with internal growth opportunities which motivated them further to achieve excellence.

With a view of motivating staff members to achieve excellence in their chosen careers, they were exposed to international professional bodies such as the Chartered Institute of Personnel Development (CIPD) UK thereby enabling them to benchmark IPM's services with international best practices adopted by global member organisations. The purpose of this move was to assist them in

CIPM has consolidated its position in the postgraduate arena with 3 batches completing MSc in HRM by Salford University Manchester UK covering 88 students.

gaining an understanding of the ground breaking practices which have driven such establishments to reach superiority. The MOU entered in 2018 with the Malaysian Institute of Human Resource Management has shown results by allowing the staff visit Malaysia while encouragement to benchmark the best practices adopted by those institutions.

Further, the significant achievement on the employee development area was the launch of a talent management policy for CIPM staff that would be governed by an "independent talent panel" consisting of senior HR professionals from the membership.

The Business School of CIPM Sri Lanka was also strengthened with many new initiatives such as the new certified programmes including Employment Law and HR Analytics.

Also, to create a better learning environment for the students, a state-of-the-art lecture hall facility was leased within close proximity to CIPM in order to accommodate students who were scattered in different locations due to space restrictions. This initiative was highly appreciated by students and the parents as it brought the much-needed convenience in terms of visiting CIPM for administrative purposes.

CIPM has continued its efforts in developing and nourishing its resource personnel, which was done through the introduction of LCF (Lecturer Competency Framework). Further, with regard to the Business school digitalisation process was another significant initiative introduced through the LMS (The Learning Management System) this enabled the resource personnel and the students to digitally communicate while enabling CIPM to create a paperless environment.

CIPM has consolidated its position in the postgraduate arena with 3 batches completing MSc in HRM by Salford University Manchester UK covering 88 students.

In order to encourage and motivate the students and the members to inculcate the reading discipline, the CIPM Library was converted into a modern "Knowledge Centre" where "E readership" was encouraged.

CIPM is consolidating its mighty presence in the regional centers by introducing the state of art lecture room facilities for Kandy, Kurunegala and Galle. Also working closely with partners in Gampaha and Negombo, CIPM continue to significantly improve the student in those localities.

The Governing Council during the current council year has made conscientious decision to provide the lecturing opportunity for CIPM members as a priority for all people management subjects and this will be evaluated regularly based on student feedback, behavior and the code of ethics.

Furthermore, the most significant achievement this year is obtaining of the “Chartered status” in which the CPD (Continuous Professional Development) is vital to the members to upgrade their membership to become a Chartered People management Practitioner. To support the members to achieve this, member were afforded with several value-added services such as free participation in guest speaker presentations and management movies and also the opportunity to attend the National HR Conference and Research Symposium at subsidised rates. Invaluable opportunities were also given for the members to participate in International HR conferences through a very transparent selection process based on their contribution to the CIPM.

CIPM continued to engage with the students, people and society through diverse activities during the current council year as well. The respective committees under the guidance of the governing Council took the initiative in conducting events such as the Great HR Walk, Great HR Quiz, inter-school debating competition, Surya Udanaya in Kandy, Poson Dansala in Kandy and Galle thus reflecting CIPM’s commitment towards the social responsibility.

The newest initiative of CIPM was the “Great HR Walk” and this walk was done with the purpose of

supporting the differently abled children through fund raising projects to set up a separate differently abled park.

The other exciting news for the CIPM membership is the “World HR Congress 2020” which will be hosted by CIPM Sri Lanka in July 2020. While this is an honour for the county and the region, the CIPM is looking forward to host this in the most efficient manner.

Further, APFHRM (Asia Pacific Federation for Human Resources Management) has given the hosting rights of its website to CIPM Sri Lanka, believing in the management and administrative capability of CIPM Sri Lanka.

As the CIPM is growing stronger and larger, significant recognition should be given to its members and the council for being those who offer a voluntary service to CIPM. In this effort a “protocol manual” was prepared to continue the traditions and the norms created by the forefathers rather the past members of CIPM.

With the introduction of new strategic plan for CIPM for the next three years, there are many more challenges to overcome in the VUCA (Vulnerability, Uncertainty, Complexity and Ambiguity) world and I am sure that the future council will continue the initiatives by the past Council to take CIPM towards different heights.

As the year under review comes to an end, I express my heartfelt gratitude to the President and members of the Governing Council, the Chief Executive Officer and the Directors and the staff of CIPM for their continued support and contribution. I also thank the members of all Standing

Committees who have dedicated their time and expertise in supporting the Council.

Finally, I take this opportunity to convey my sincere appreciation to all those who contributed towards the success of CIPM Sri Lanka, especially those who assisted me in carrying out my duties as the Honorary Secretary of the Institute for the third consecutive year.



Ken Vijayakumar

Hony. Secretary
CIPM Sri Lanka

Hony. Treasurer's Message

The main contributor to the 2018/19 revenue has been the CIPM Business School which amounted to Rs. 475.5 Mn, the highest ever revenue recording a 16% increase over the same period last year. Further, we managed to make Rs. 23.2 Mn as other income which is a 48% increase compared to last financial year.

Financial Reporting 2018/19

I am delighted to present this year's financial report which was audited by Messrs BDO Partners, Chartered Accountants. Exuding a praiseworthy synergy of teamwork, the President, Council Members and Management Team of CIPM, we managed to produce exemplary results strictly adhering to the accepted accounting standards and internal controls which was

well noted and duly reported by the auditors through their report giving it their clear endorsement.

Revenue

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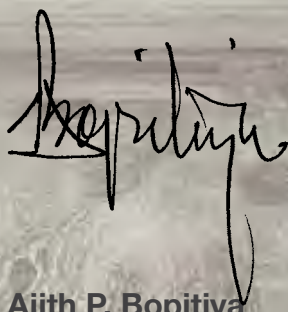
make Rs. 23.2 Mn as other income which is a 48% increase compared to last financial year.

Surplus of Income

CIPM has recorded a net surplus of Rs. 98.4 Mn for the FY 2018/19 before tax.



98.4 Mn
PBT



Ajith P. Bopitiya

Hony. Treasurer
CIPM Sri Lanka

Hony. Treasurer's Message

Total Expenses

Through the implementation of policy guidelines and the financial manual, we managed the expenses during the Council year. With the support of Standing Committee Chairpersons, expenses were well managed and the FY 2018/19 recorded a total expense of Rs. 182.4 Mn which includes administrative, promotional, cost of finance and other expenses.

Total Assets

Our Asset value as at 31st March 2019 has increased to Rs. 764.8 Mn which includes both Fixed and Current Assets.

Other Investments

At the end of the FY, CIPM's investment value stood at Rs. 183.8 Mn under Fixed Deposits maintained at Hatton National, Sampath, and Seylan Banks.

Financial Discipline & Governance

During this financial year, we revised & developed the finance procedure manual of CIPM covering all the key operational areas such as Budgeting & Reporting, Revenue & Collection, Authorisations, Payment Process, Inventory management, Procurement, General Ledger, Fixed Assets, Insurance, Taxation, Foreign travel and Event Management. These processes & procedures have been designed & developed considering the organisational requirements, industry best practices, statutory requirements and financial reporting standards & other requirements in order to strengthen the control environment and the internal control system within the Institute.

During this Financial Year we revised & developed the Finance Procedure Manual of CIPM covering all the key operational areas.

Capital projects & funds allocation

In the last quarter of the financial year, we commenced some of our major infrastructure development and expansion projects involving a material amount of funds with the view of enhancing the overall quality standards and image of the CIPM.

These include,

- Centralising class rooms to Trillium building
- Relocation & Expansion of Kurunegala Centre
- Upgrading the CIPM library to a Knowledge Centre

- Establishing the Membership services & academic affairs unit
- During the council year we have allocated a total sum of Rs. 96 Mn for Construction, refurbishments, Advances & Deposits relating to above four key projects.

In addition to that we have materially invested on the IT infrastructure developments and digitalisation to facilitate CIPM students and other stakeholders.

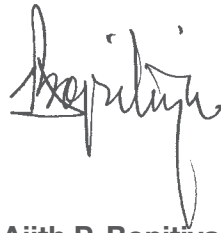
I wish to place on record my sincere appreciation to the President, Hony. Secretary, Council Members and Standing Committee Chairpersons, Management

With the support of Standing Committee Chairpersons, expenses were well managed and the FY 2018/19 recorded a total expense of Rs. 182.4 Mn which includes administrative, promotional, cost of finance and other expenses.

and Staff of CIPM and Service Providers who have contributed towards this year's success. A special note of appreciation is extended to our Auditors for their professional guidance and recommendations which helped us throughout to maintain a high level of professionalism, compliance with standards and best practices, which have vastly supported our financial management processes and practices.

A special word of appreciation is accorded to the CEO and all staff of the Finance Division for the cooperation they have continued to offer during this period and the manner in which they exhibited professionalism in their work towards making the financial management of the Institute a satisfying teamwork.

Finally, I wish to thank the membership for placing their trust in me for a third term to carry out this important function as Treasurer of CIPM.

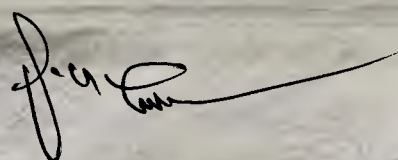


Ajith P. Bopitiya

Hony. Treasurer
CIPM Sri Lanka



475^{Mn}
Revenue



P.G. Tennakoon

Chief Executive Officer
CIPM Sri Lanka

Chief Executive Officer's Review

Despite the challenging market conditions that prevailed during the year, we were successful in recording a significant financial performance by generating a top line of Rs. 475.5 Mn, along with a revenue growth of 16% compared to the previous year.

It is a great pleasure to issue this message for the Annual Report 2019 of the Chartered Institute of Personnel Management Sri Lanka. This is the first Annual Report after our institution achieved the 'Chartered' status in November 2018 as per the amended parliamentary Act No., 31 of 2018. I am extremely proud to be part of this prestigious institution that continues its endeavours in strengthening the country's human

resource fraternity. It is a privilege to be associated with the President, members of the Governing Council and the fellow members of the Standing Committees, in the presentation of the Annual Report and Audited Financial Statements of the Institute for the financial year 2018/2019 which is marked by many significant milestones and achievements.

Financial Performance

Despite the challenging market conditions that prevailed during the year, we were successful in recording a significant financial performance by generating a top line of Rs. 475.5 Mn, along with a revenue growth of 16% compared to the previous year and a net surplus after tax amounting to Rs. 85.2 Mn. This was reported after charging the amount spent on brand change exercise which led to

Chief Executive Officer's Review

the Institutes re-branding from IPM to CIPM during the latter part of the year following the attainment of 'Chartered' status.

Membership Development

Our entire member community plays a significant role in ensuring value creation for organisations while also enriching the lives of those working for them. Hence, it is with pride we announce that two of our members, namely, Vice Admiral Piyal de Silva has assumed duties as the 23rd Navy Commander of Sri Lanka Navy and Major General Shavendra Silva has assumed duties as the 53rd Chief of Staff of Sri Lanka Army.

In increasing our membership, we took initiatives to enrol past students and others eligible for membership during the year under review. With the 'Chartered' status, we changed our existing By-laws to create a Chartered membership to accommodate those who are eligible for this new membership category. Further, the Membership Development Committee along with the direction of the governing council organised three events to award new membership certificates under CIPM logo to the fellow members, associate members and other categories.

Benefits offered by the Institute for the membership were further enhanced under the leadership and support of the Chairman and the members of the Member Services and Development Committee as well as with the blessings of the Governing council. Consequently, a total number of 93 applicants were inducted as members at the Induction Ceremony that was held in February 2019 at the CIPM Members' Lounge. The Institute also organised a series of productive and knowledge enhancing CPD seminars, guest

During the period under review, a significant growth was observed in the number of students being enrolled for various study programmes conducted by the Business School where in total around 9,000 student's enrolled for the study programmes.

lectures and management movies with a view to assist the membership to keep abreast of the evolving business landscape. Further, one of the most exciting events in the event calendar - the "Members' Day" was held on 6th July 2019, at Club Palm Bay Marawila.

CIPM Business School and the Regional Business Expansion

As part of the business expansion and providing our students with a learning culture as well as additional class room facilities, the council decided to lease out a building on a long-term basis to accommodate all the class rooms scattered around the city. In this regard, we have leased out four stories of the "Trillium Building", a brand-new building at a walking distance from CIPM which is perfectly suited for our purpose. The ceremonial opening of the new CIPM Study Centre at the Trillium Building was held on the 20th April 2019. Moreover, modifications were carried out at the HR House including the refurbishment of the CIPM Learning Centre with an e-library concept to facilitate students to obtain knowledge and experience through this e-library facility. As per the strategic plan, we also took initiatives during the year to separate the Business School, and the Professional and Academic

(Examination) Division to provide efficient and customer friendly services to our valued stakeholders. The Kurunegala regional centre was also shifted to a new building at a prominent and a convenient place for students with additional facilities. At present, the Study Centre expansion is in progress which will be completed before the end of July this year.

During the period under review, a significant growth was observed in the number of students being enrolled for various study programmes conducted by the Business School where in total around 9,000 student's enrolled for the study programmes. Besides, we were also able to commence the first batch of full time BSc programme in collaboration with the Salford University (UK).

In addition, the acquisition of Microsoft Navision ERP System, improvement in the IT infrastructure and planned purchase of Microsoft Edu 365 and the launch of the LMS and LCF are other new initiatives that were implemented during this council year.

Hosting the World HR Congress 2020

After the successful bidding process held during November 2017 in Hong Kong, our Institution achieved the hosting

rights to conduct the World HR Congress 2020 in Colombo, Sri Lanka together with the World Federation of People Management Associations (WFPMA). This is the very first time that a South Asian country achieved the hosting rights, and hence, the President and council together with the staff are working diligently in planning and implementing this project to achieve the expected milestones.

Research and Publication

The Standing Committee on Research, Library and Library Development established a research centre at CIPM with a dedicated manager and support services and was responsible in organising the Annual Research Symposium 2019. The main aim of this symposium is to enrich the research culture among the students and the members while creating a platform for the students to experience and share knowledge with high calibre HR Professionals both in the corporate and the state sector.

Staff Development

During the year, two staff members of the senior management team were given the opportunity to participate in the staff exchange programme of the Malaysian Institute of Human Resource Management (MIHRM) while two delegates from the same Institute visiting CIPM in January 2019. Further, CIPM also plans to increase its collaborations with MIHRM in future, apart from signing MOUs with the National Institute of Personnel Management (NIPM) in India, Pakistan Society of Human Resource Management (PSHRM), and Bangladesh Society for Human Resources Management, respectively.

Moreover, the CEO and the Director of the Business School

were given the opportunity to visit CIPD London office as part of their study tour and was expected to implement those global best practices at CIPM in enhancing our standards. While we have already taken initiatives to implement such measures along with the guidance of the executive council, the People Development Committee under the leadership of Hon. Secretary has also step forward to carry out many initiatives in relation to the development of human capital.

Participation in the International Conferences

Due to the recognition for our Institution within the region, the CIPM President, Mr. Dhammika Fernando was invited as the Guest Speaker at the National HR Convention and Expo that was held from 4th to 5th March 2019 at Dharubaaruge - Male, Maldives which was organised by the Maldivian Association of HR Professionals (MAHRP). Further, the immediate Past President, Prof. Ajantha Dharmasiri was invited to address the 8th International HR conference on the theme "HR Leadership in Emerging Economy- Bangladesh Perspective" as the keynote speaker on the 19th April 2019 at NSU Conference Hall, in Dhaka, Bangladesh. While this event was organised by the Bangladesh Society for Human Resources Management (BSHRM), this is the 3rd consecutive year Prof. Dharmasiri was invited to address the event as the key note speaker ushering great honour for the CIPM.

Corporate Social Responsibility

CIPM's blood donation campaign was held on the 2nd March 2019 at the CIPM Members' Lounge with the participation of 58 eligible donors out of 77 registrations. In addition, as per the guidance of the

Governing council, the Membership Development Committee organised the first "Great HR walk" to help the student at the Enable the Disabled Foundation (ETD) Sri Lanka. This was a very successful project which was held on the 26th January 2019 where we were able to achieve the desired objectives to help the disabled.

We further conducted the inter school debate competition which was fully sponsored by the CIPM at the Kurunegala regional education division in enhancing the debating skills of the students as well as a career guidance project as an annual event.

Conclusion

I would like to take this opportunity to thank the President and the members of the Governing Council for their dedication, support and guidance throughout the years in making our dream a reality. A special thanks also goes to our senior management team and the entire staff of CIPM for their diligent work and their invaluable contribution.

As we arrive into another exciting and promising year in 2019, we look forward to delivering our vision in providing high quality professional education facilities for our students & enhance member services. Let us continue to work as we have until now, safe in the knowledge that we have the ingredients to succeed.



P.G. Tennakoon

Chief Executive Officer
CIPM Sri Lanka

“ Education is the passport to the future, for tomorrow belongs to those who prepare for it today.”

Malcolm X





ents

OF HR LEADERS

Executive Council



From Left to Right

Mr. Dhammika Fernando President, Chartered MCIPM • **Prof. Ajantha Dharmasiri** Immediate Past President, Chartered FCIPM • **Mr. Sarath Jayasinghe** Vice President, Chartered FCIPM • **Mr. Ken Vijayakumar** Hony. Secretary, Chartered MCIPM • **Mr. Ajith P. Bopitiya** Hony. Treasurer, Chartered MCIPM



From Left to Right

Gp. Capt. Manoj Keppetipola • Hony. Editor, Chartered FCIPM • **Ms. Wasanthi Vithanage** Hony Asst. Secretary, Chartered MCIPM • **Mr. Jayantha Abeyratne** Hony. Asst. Treasurer, Chartered MCIPM • **Mr. Priyankara Seneviratne** Council Member, Chartered MCIPM

Executive Council



From Left to Right

• **Mr. C. Hewapattini** Council Member, Chartered FCIPM • **Mr. Priyantha Ranasinghe** Council Member, Chartered MCIPM • **Ms. Shiwanthie Wijesuriya** Council Member, Chartered MCIPM • **Mr. Namal Jayaweera** Council Member, Chartered MCIPM • **Mr. Jayantha Amarasinghe** Council Member, Chartered FCIPM



From Left to Right

Dr. Neil Bogahalande Council Member, Chartered MCIPM • **Mr. W.A. Soloman Sumanasooriya** Council Member, Chartered MCIPM • **Dr. Chandana Jayawardena** Council Member, Chartered MCIPM • **Mr. Dharshana Amarasiynghe** Council Member, Affiliate

Executive Council Review



MR. DHAMMIKA FERNANDO
President, Chartered MCIPM

Mr. Dhammika Fernando the incumbent president Chartered Institute of Personnel Management Sri Lanka is a lead HR consultant and a certified HR auditor. He is the Executive General Manager and the Local Chief Officer of Tropical Findings (Pvt) Limited, a Japanese multinational operating in FTZ Katunayake over 40 years.

Mr. Fernando functioned as Chairman, FTZ Manufacturers' Association for 5 consecutive years and relinquished office in March 2015. He has served on the National Labour Advisory Council since 2010. He is also a member of the National Wages Board for the Apparel Trade. He served as the Vice President of Organisation of Professional Association (OPA) as CIPM nominee in 2018 and is currently an Executive Committee Member of OPA. He is the Vice President of the Alumni of his Alma Mater and a member of the Alumni of the University of Moratuwa. He has vast experience in the TV broadcasting industry and Light Engineering /Switchgear industry.

Dhammika was educated at Maris Stella College Negombo and graduated from the University of Moratuwa in Electronics/Telecom Engineering. He completed the NDHRM at IPM Sri Lanka and his postgraduate qualification from the Open University. He holds an MBA a research degree specialised in HRM from the Open University of Sri Lanka.

A corporate member from 2002 and Council Member since 2007, he demonstrated strong ability while serving in key committees such as YMF, NHRC and as Honorary Secretary and Vice President, during his illustrious carrier. He served in several standing committees and contributed strongly. In 2012 he chaired the IPM HR Conference which was extremely successful. Mr. Fernando partnered Mr. Chandra Hewapattini, to introduce the Great HR Debate which was since become a unique feature of the National HR Conference. Also, he chaired committees such as Audit, Finance & Administration, Premises & Maintenance etc. He set up a fully equipped kitchen with a music system at the members' lounge.

He represented CIPM at the CIPD international conference UK, Hong Kong international conference, Bangladesh HR conference, all India national HR conference, and HR conferences of Maldives and Fiji Islands. He has been a guest speaker in some of these conferences.

He was elected to the Board of the Asia Pacific Federation of Human Resources Management in 2019 and was instrumental in winning the hosting rights of World HR Congress 2020 to be hosted by CIPM in Sri Lanka. Currently, he is the Vice President for the Gulf Region of APFHRM. He helped the HR fraternity in the Maldives to establish a Maldivian Association for Human Resource Professionals and introduced it to the APFHRM for appointment as a member.

Dhammika was awarded the "Global HR Excellence - HR Leadership Award" at the Asia Pacific HRD Congress in 2010.

As the incumbent president, Mr. Fernando has initiated significant changes and innovative ideas to enhance value to all members and other stakeholders. He has successfully created a transparent culture across CIPM during his tenure as President.



PROF. AJANTHA DHARMASIRI
Immediate Past President,
Chartered FCIPM

Prof. Ajantha Dharmasiri, a Professor in Management, is the Director and the Chairman of the Board of Management of the Postgraduate Institute of Management, University of Sri Jayewardenepura. He is the Immediate Past President of the Chartered Institute of Personnel Management (CIPM), Sri Lanka and was a Vice President of the Asia Pacific Federation of Human Resource Management (APFHRM). He also serves as an Adjunct Professor at the Price College of Business, University of Oklahoma, USA. He has three decades of both private and public sector experience including at Unilever and Nestle. He has engaged in consulting, lecturing, training and conference speaking in over twenty countries around the globe.

Prof. Dharmasiri is a Commonwealth AMDISA Doctoral Fellow, Fulbright Postdoctoral Fellow and Commonwealth Postdoctoral Fellow. He holds a Ph.D. and an MBA from the Postgraduate Institute of Management and a B.Sc. in Electrical Engineering from the University of Moratuwa. He is a Chartered Electrical Engineer, a Fellow of the Chartered Institute of Management, UK and an Independent Director of several Boards.

Being an author of seven books and editor of the longest publishing management journal in Sri Lanka, he has won many accolades including gold medals for best papers in two international management conferences, Emerald best paper award in 2014, and the platinum award by the Alumni of the Postgraduate Institute of Management (PIMA) for outstanding academic contribution in 2010. He has also won the prestigious CIPM Lifetime Gold Award in 2014, the highest honour for an HR professional in Sri Lanka. Prof. Dharmasiri likes to identify himself as one who transitioned from being an “Engineer of Electrical” to an “Engineer of Hearts and Minds.”



MR. SARATH JAYASINGHE
Vice President, Chartered FCIPM

Mr. Sarath Jayasinghe is currently a management consultant for DSI Samson group and a freelance consultant after having worked for more than 3 years as the group HR Director for DSI Samson group. He is a senior HR Professional who had a distinguished career spanning nearly four decades. He is a sought-after HR leader who has served large business organisations, including multinationals, both in Sri Lanka and overseas.

He is well known for the HR Leadership he provided for many MNCs such as the STS Group and Apollo Hospitals (Bangladesh), Coca-Cola, Nestle, Camso Loadstar, Coats Thread and also received exposure at the beginning of his career at Bata and Richard Peiris Company - two giants in the manufacturing industry then. He was also the DGM - HR at Sampath Bank PLC for a brief stint.

Having served as a Senior Vice President in 2008 & 2009, he currently holds the Chairmanship of the Standing Committee on “Consultancy, Training & HR Services” at CIPM. He has also been a Lecturer at CIPM and many universities in Sri Lanka. He has an MBA (UK), Diploma in Personnel Management - NIBM, EDDBA from University of Colombo and an Executive Diploma from the University of Pretoria in South Africa.

He is also an accredited Psychometrician in PPA, IRIS, LPCAT, In-Tray, NMG & VMG Batteries and Assessment & Development Centre.

Executive Council Review



MR. KEN VIJAYAKUMAR
Hony. Secretary, Chartered MCIPM

Mr. Ken Vijayakumar counts over 30 years of experience in the field of Human Resources Management. He is currently the Director, Human Resources of Waters Edge Ltd. and a Director of Talent Enrich Ltd. He has held managerial and senior managerial positions at Lankem (Ceylon) Ltd., Watawala Plantations, Keells Plantations, Lanka Equities, MAS Holdings, Brandix, WNS/AVIA, Delmege Forsyth and has held the position of Regional Head of HR at Good Hope Asia Holdings in Malaysia.

Mr. Vijayakumar's management exposure is not restricted to one particular field; rather, he can be identified as a multifaceted professional who is familiar with numerous industries, having held key leadership positions within them, with distinction. Further, he has served as a senior faculty member of the Chartered Institute of Personnel Management since 2007.

Mr. Ken Vijayakumar possesses a Bachelor of Arts Degree from the University of Peradeniya and a Postgraduate Diploma in Management from the Postgraduate Institute of Management (PIM).

Mr. Ken Vijayakumar is a Member of several professional bodies including Chartered Institute of Personnel Management Sri Lanka, Malaysian Institute of Human Resources Management and Malaysian Institute of Certified Coaches.



MR. AJITH P. BOPITIYA
Hony. Treasurer, Chartered MCIPM

Mr. Ajith Bopitiya is a highly rated HR & OD Consultant, Trainer, Keynote Speaker and thought leader on contemporary "People Leadership" concepts. He is the CEO of the HR Consulting firm TRIKONSULT and the Managing Director of the pioneering outbound adventure-based experiential learning provider TASK ADVENTURE; both established in the year 2000.

During his corporate career, he held senior management positions of Group General Manager - HR for the Browns Group and Group Training Manager - Carson Cumberbatch companies.

Mr. Bopitiya is a qualified and experienced HR practitioner with over 26 years of hands-on experience in all Key Results Areas (KRAs) of human resources management. He holds a Diploma in human resources with Merit from CIPM and is a Certified National Trainer of JCI University, USA. He has received specialised training in adult education and adventure-based training in India, Japan, the Netherlands and Singapore.

Mr. Ajith Bopitiya, Chartered Member of CIPM, is a senior lecturer at CIPM; a guest lecturer at few state universities and has been a corporate member of CIPM since 2007. An active Toastmaster, he is a Past President of The Colombo Toastmasters Club. He was also the Past National President of JCI Sri Lanka, Past President of Sri Lanka Institute of Training and Development.

He has held positions such as Council Member, Editor, Vice President and is presently the Honorary Treasurer of CIPM Sri Lanka. He also serves as the Chairman of the Standing Committee on Finance, Administration, and Information Technology of CIPM. Further, he is the Chairman of the CIPM National Human Resources Conference 2019.



GP. CAPT. MANOAJ KEPPETIPOLA
Hony: Editor, Chartered FCIPM

Group Captain Manoj Keppetipola hails from Kandy and has completed his studies at Dharmaraja College. He holds a BA in Defence Studies (Hons) from Kotelawela Defence University, an MBA from Postgraduate Institute of Management (PIM) - University of Sri Jayewardenepura, a Master's degree in Defence Studies from the University of Kelaniya and holds a PSC (Passed Staff College) from the Defence Services Command and Staff College Sri Lanka. Currently he is reading for a Ph.D. from the Postgraduate Institute of Management.

At present, he is serving as the Officer Commanding Personnel Services (Head of HRM) at the Sri Lanka Air Force Base Katunayake. He is also a visiting lecturer at CIPM and University of Kelaniya.

He is a Chartered Fellow Member of CIPM Sri Lanka and a Corporate Member of Sri Lanka Institute of Training and Development.



MS. WASANTHI VITHANAGE
Hony Asst. Secretary, Chartered MCIPM

Ms. Wasanthi Vithanage is a Chartered Member of CIPM Sri Lanka. She holds a Bachelor's degree in Management Studies from the Open University, Sri Lanka and the Professional Qualification in Human Resource Management (PQHRM) from CIPM Sri Lanka.

Ms. Vithanage commenced her professional career in 1999 and has since served several esteemed organisations including the Ceylinco Group and Sri Lanka Telecom.

Since 2007, she was attached to South Asia Gateway Terminals (Pvt) Ltd., (SAGT) operating within the Port of Colombo. Currently she is heading Group Human Resources at People's Leasing & Finance PLC. She has more than thirteen years of extensive exposure and experience in Human Resources management.

Ms. Wasanthi Vithanage has served on several standing committees of CIPM Sri Lanka since 2003.

Executive Council Review



MR. E.M. JAYANTHA ABEYRATNE
Hony. Asst. Treasurer, Chartered
MCIPM

Mr. Jayantha Abeyratne is a Chartered Member of CIPM. He is a member of the Governing Council and holds the position of Assistant Treasurer. He is the Chairperson for Member Services and events subcommittee which conducted several innovative initiatives towards membership right throughout the year. He is a proud product of Maliyadeva College, Kurunegala and a Retired Commissioned Officer, of the Sri Lanka Army. He equipped with experience in Manpower Planning, Talent Acquisition, Training & Development, Commanding, and Administration of men on and off the field. He is an experienced Head of Human Resources with a demonstrated work history within the military, glass & ceramics industry, Rubber gloves manufacturing, Health care and in the private Education sector. He is skilled in HR consulting, HRD, HR Auditing, Grievance Resolution, HR Policies, Compensation and Benefits and OSH, hence a strong Human Resources professional.

He served as the Deputy HR Manager attached to Jay Jay Children's Wear (Pvt) Ltd. as a Cluster Manager in the apparel industry. He was a Head of Human Resources and Administration at Dankotuwa Porcelain PLC, Sri Jayewardenepura General Hospital and in the ATG Gloves Manufacturing Company. He is currently serving as the Group Head of HR at Esoft Metro Campus (Pvt) Ltd. He holds an MBA (HRM) from PIM and a Postgraduate Diploma in HRA from IHRA - University of Colombo. He has also obtained a National Diploma in Occupational Safety and Health from the National Institute of Occupational Safety and Health (NIOOSH). He has also completed the NDTHRD from CIPM.

Mr. Abeyratne is a Certified HR Auditor, a qualification he obtained from the TV Rao Learning Organisation - India conducted in collaboration with CIPM Sri Lanka. He is a member of the OPA and Lions Club International.



MR. PRIYANKARA SENEVIRATNE
Council Member, Chartered MCIPM

Mr. Priyankara Seneviratne holds a Master's Degree in Sociology (University of Colombo), Post Graduate Diploma in Applied Sociology (University of Colombo), Post Graduate Diploma in International Relations (BCIS), Bachelors Degree in Social Sciences (BA) and Bachelors Degree of Management Studies (BMS) from The Open University (OUSL) of Sri Lanka. He is a Diploma holder in Human Resource Management (NDHRM-IPM).

He started his career with 'The Finance Company Ltd' and worked for many prestigious organisations such as MAS Holdings, and United Nations Development Programme (UNDP)

He was the Head of Human Resources and Administration at Softlogic Finance PLC, Commercial Leasing and Finance PLC (LOLC) and Millennium Development (PVT) Ltd (LOLC).

Priyankara held many positions in the supreme Council of the Institute of Personnel Management (IPM) - Sri Lanka from the year 2008 and continues to serve the Institute with honesty and dedication.



MR. JAYANTHA AMARASINGHE
Council Member, Chartered FCIPM

Mr. Jayantha Amarasinghe, Deputy General Manager - Human Resources at Seylan Bank PLC counts over 26 years of experience in the field of Human Resources Management, Change Management and Business process re-engineering and has held key leadership positions in HR at leading local and international organisations during his illustrious career.

He is an Attorney-at-law by profession and also holds a Bachelor's degree in Law from the University of Colombo and a Master's degree in Business Administration from Buckinghamshire New University - UK.

He is a Postgraduate Diploma holder in Management from Sri Lanka Institute of Marketing and holds a National Diploma in Human Resources Management from Institute of Personnel Management. He also holds a Postgraduate Diploma in International Relations from Bandaranaike Centre for International Studies (BCIS).



MR. PRIYANTHA RANASINGHE
Council Member, Chartered MCIPM

Mr. Priyantha Ranasinghe serves as the Director Human Resources of Coca - Cola Beverages Sri Lanka Limited and counts over 26 years of experience in the field of Human Resources Management having held senior HR positions in Sri Lanka, Indonesia, India and Malaysia.

He has a Master's degree in Business Administration from Ashbourn University, UK and a National Diploma in Human Resource Management from CIPM Sri Lanka. He also possesses a postgraduate level certificate in HR management from the Postgraduate Institute of Management (PIM), University of Sri Jayewardenepura.

He is a license holder for Psychometric Tests, trained by Thomas Group UK and also a certified practitioner by LUMA group USA on "Design Thinking". He has also been trained in the USA, China, Vietnam, Dubai, Malaysia, India, Nepal, Philippines, Indonesia and Singapore on various HR related subjects such as Hay Grading System, Job Evaluation by Mercer, Compensation and Benefits Surveys, Performance Enablement and Employee Insights Surveys etc.

He is the Chairman of New Infrastructure Development and Implementation Committee and the Deputy Chairman of NHRC 2019.

Executive Council Review



MS. SHIWANTHIE WIJESURIYA
Council Member, Chartered MCIPM

Ms. Shiwanthie Wijesuriya counts 18 years of proven performance, having worked at different corporates. With a proven track record in Teaching & Customer Service which has given her a rare and unique edge to pursue a compelling career in Human Resource Management and Development, with an exemplary approach and utmost dedication.

She is currently working as Senior HR Manager for Royal Ceramic Lanka PLC, a leading manufacturing conglomerate.

She headed HR at ikman (Pvt) Ltd; a subsidiary Company of Saltside Technologies Se, a Swedish conglomerate where she was responsible for end-to-end strategic and operational HR, Embla Software Innovation; a Norwegian owned software Company and BT Options (Pvt) Ltd; a market leading publishing House in Sri Lanka.

She held the position of Group Manager HR at WNS Global Services (2012/15), a NYSE listed Company with about 20+ subsidiary companies, which includes different clients across the globe handling different processes. Her expertise also includes policy designing and formation, strategic planning and operational HR, building teams for effective performance, leading and managing change and strategic business process outsourcing together with Human Resource Information Systems.

She holds the PQHRM offered by Chartered Institute of Personnel Management and a MBA from Cardiff Metropolitan University, United Kingdom, and also a Certified Trainer from City & Guilds UK. In addition, she is a Member and is also a resource personnel of Chartered Institute of Personnel Management and Human Resource Professionals Association of Sri Lanka.



MR. NAMAL JAYAWEERA
Council Member, Chartered MCIPM

Mr. Namal Jayaweera is presently employed as the Manager, HR & Administration of Asia Leisure (Pvt.) Ltd which is a subsidiary of Asia Capital Group PLC. Asia Leisure Holdings, Asia Leisure Travels (Pvt) Ltd. and Asia Digital Entertainment (Pvt) Ltd. too are subsidiaries of Asia Capital PLC.

He started his career in the development sector as an Administrator serving in several multinational NGOs in Netherlands, Australia, Denmark and US, ending up as Deputy Country Director of New York based NGO serving in the South East Asia region.

Namal became an active member of IPM Sri Lanka in the year 2001 and as a student, was a convener of then HRD & Career Guidance Sub Committee of IPM. He has continuously and faithfully served in different committees for 16 years and was the Secretary of the Membership Development Committee in 2002/2003, and a Member from 2004 to 2006, and 2009/2010. He was the Deputy Chairman of membership services committee in 2015/2016.

He has been a member of the YMF continuously for eleven years and was the Deputy Chairman of YMF in 2010/2011 and Chairman of YMF in 2013/2014 and 2014/2015. Presently he is the Deputy Chairman of the Standing Committee on Consultancy, Training & HR Services.

He attended Nalanda College, Colombo, and holds a National Diploma in HRM (NDHRM) as well as an MBA (HRM Special) from University of Colombo. He is also a Certified HR Auditor and a Toastmaster.

He represented NATCON conference in India in 2013 and in 2018. He also participated in Bangladesh National HR conference in 2015, CIPD conference in UK, Manchester in 2018.



MR. C. HEWAPATTINI
Council Member, Chartered FCIPM

Mr. Chandra Hewapattini is a Senior Human Resource Professional with over 35 years' experience having served at the highest level in several top level corporates. He served as Head of HRM at Hong Kong Bank Sri Lanka and Maldives from 1991 to August 2003. Thereafter he served Nation Trust Bank PLC as Head of HRM from 2004 to 2009. He then moved to Saudi Arabia where he served as Senior Human Resources Specialist from 2009 to 2017. On his return from Saudi Arabia, he joined the National Development Bank PLC as Vice President Human Resources where he has served from 2017 to date.

Mr. Hewapattini has served previously at well-known organizations such as Hotel Oberoi (now Cinnamon Grand), Unilever Ceylon Ltd, Nestle Lanka Ltd in the HR Management field.

He is a Chartered Fellow of CIPM, Diplomat in HRM, a member of the Association of Professional Bankers and a member of OPA Sri Lanka. He is also a guest lecturer at CIPM and several universities in Sri Lanka.

Mr. Hewapattini is the Chairman of the Standing Committee on Strategic Planning and Strategy Implementation.

In recognition of his exceptional performance in HRM, he was awarded the Lifetime Gold Medal for Excellence in HRM, in the year 2006 by the Institute of Personnel Management Sri Lanka. He also won the National Silver Award for the Best HRM Practitioner 2008, sponsored by Hewitt Asia Pacific.



DR. NEIL BOGAHALANDE
Council Member, Chartered MCIPM

Dr. Bogahalande counts over 25 years of managerial experience in plantation, manufacturing, trading, and financial sectors.

He is a Certified Management Accountant of ICMA Australia, a Graduate in Master of Business Administration from the University of Sunderland UK and a Doctor of Philosophy in Management from the Management and Science University of Malaysia. As a researcher, he has published many articles in academic journals in addition to presenting academic papers at international conferences.

Dr. Bogahalande excelled in his professional career and currently serves as the Head of Group Human Resources of Royal Ceramics Lanka PLC, in addition to being the board Director of Talawakelle Tea Estates PLC, Horana Plantations PLC, LB Management Services (Pvt) Ltd., Uni Dil Packaging Ltd., Delmege Coir (Pvt) Ltd., Janatha Estates Development Board and Vallibel Plantation Management Ltd. He also served the state sector as the Chairman of Elkaduwa Plantations Limited and the Acting Chairman of Sri Lanka State Plantation Corporation.

Executive Council Review



**MR. W.A. SOLAMAN
SUMANASOORIYA**
Council Member, Chartered MCIPM

Mr.W.A. Solaman Sumanasooriya, graduated in BBmgt-HRM (Special) from the University of Kelaniya and obtained a Post Graduate Diploma in Labour Studies and a Master's degree in business studies from the University of Colombo. Mr. Sumanasooriya is presently working as the Deputy General Manager (Human Resources Management) at the National Water Supply and Drainage Board. He has over twenty years' experience in the Human Resource Management field having worked in both private and public sector organisations. He has also served as the Director, Human Resources Management & Development in Central Environmental Authority, and the Urban Development Authority, and held many senior managerial positions in several multinational and national organisations gaining extensive experience in manufacturing and the service sector. He is a visiting lecturer- in the Department of Commerce at the University of Kelaniya. He is a Certified HR Auditor, he engages in consulting, lecturing and training activities in many organisations as a resource person. He holds a National Diploma in Personnel Management from the Chartered Institute of Personnel Management (CIPM) Sri Lanka and is also a member of CIPM and the Institute of Management Sri Lanka.



MR. DHARSHANA AMARASIYNGHE
Council Member, Affiliate

Mr. Dharshana Amarasiynghe is a Chartered Marketer & Post Graduate Diploma holder in Marketing from the Chartered Institute of Marketing – UK. He also qualified in Training & Human Resource Development, at the Institute of Personnel Management - Sri Lanka. He is a certified trainer from LIMRA- USA and studied Strategic Management at Harvard B.P as a part of the management development plan by John Keells group, for which he was specially selected.

Mr. Amarasiynghe is a Member of the Chartered Institute of Marketing – UK, a member of the Sri Lanka Institute of Marketing, member of Sri Lanka Institute of Training & Development & a Member of the Institute of Management - Sri Lanka.

He has held many key positions during his spanning over 30 years of experience in the fields of Sales, Marketing & Training & Human Resource Development. He has over 23 years of Management experience of which 2 years in a General Management position at Agrani Insurance – Bangladesh heading the entire operation of the company & directly reporting to the board.



DR. CHANDANA JAYAWARDENA
Council Member, Chartered MCIPM

Dr. Chandana Jayawardena was an operational Director in a multinational conglomerate before joining the world of academia. He brings the best of scholarly findings coupled with practical insights. Dr. Jayawardena is the Head of the Department of Agricultural Extension, Faculty of Agriculture, Chairman of the Board of Study in Agricultural Extension, and a member of the Board of Management of the Postgraduate Institute of Agriculture, University of Peradeniya, Sri Lanka. He is the President of the Sri Lanka Agricultural Extension Association, and former President of Sri Lanka Association for the Advancement of Sciences-SecF. Dr. Jayawardena is a Council member of the Chartered Institute of Personnel Management-SL (CIPM), and Chairman of the CIPM Research Symposium, 2019.

Dr. Jayawardena graduated from University of Peradeniya, and holds a MBA from University of Colombo, National Diploma in Human Resource Management (HRM) from CIPM, Postgraduate Diploma in Marketing from Chartered Institute of Marketing (UK), and PhD from Tomas Bata University in Zlin. He is an Attorney-at- Law in the Supreme Court of Sri Lanka.

Dr. Jayawardena has research interests in HRM, Career Development, Organisational Management and Emotional Intelligence. He has served as a key note speaker, author, and a presenter in many local and international forums and has won international awards. He has chaired many research & academic forums, and is a visiting scholar of Edith Cowan University, Australia, and Tomas Bata University in Zlin. Dr. Jayawardena has been a sought-after trainer and a consultant to numerous work groups and a member of many prestigious professional organisations locally and internationally.

Management Team



Standing from Left to Right

Mr. U.A.C. Obeysekere – Chief Officer / Director - Business School, **Mr. P.G. Tennakoon** – Chief Executive Officer, **Mr. G. Weeratunga** – Chief Officer / Director - Professional & Academic Affairs, **Mr. Gopinath Subramaniam** – Director - Shared Services, **Ms. Himali Dasanayake** – Senior Manager - Member Service & Corporate Affairs, **Mr. Anushka Eranga** – Senior Manager - Programmes, **Mr. Indika Wijayasriwardana** – Senior Manager – Examinations, **Mr. W.L.C. Pinsiri** – Senior Manager - Consultancy Corporate Training & HR Service



Standing from Left to Right

Ms. Wathsala Nadeeshani – Senior Manager - Finance, **Ms. Upeksha Kodikara** – Librarian, **Ms. Chamika Amarathunga** – Centre Manager - Kurunegala, **Ms. Kamani Perera** – Manger - Research & Development, **Mr. L. Buddhika Kumara Perera** – Accountant, **Mr. Anuradha Walawwaththa** – Centre Manager - Kandy, **Ms. Ruwani Senevirathne** – Manager - Quality Assurance & Compliance



Mem

MAKE A DIFFERENCE IN THE



“ The future belongs
to those who believe
in the beauty of their
dreams.”

Eleanor Roosevelt

Pictorial Review 2018/2019

Strategic Plan Launch • 16th January

CIPM Sri Lanka launched its three year strategic plan on 16th January 2019 with the participation of Past Presidents, Fellow Members and the Senior Management Team of CIPM.



The Great HR Charity Walk • 26th January

CIPM Sri Lanka organised the Great HR Charity Walk & Carnival from CIPM Sri Lanka Head Office at “HR House” in Polhengoda, Colombo 5 to Campbell Park in Borella. The Great HR Charity Walk & Carnival was a walk with a purpose which will fulfill CIPM Sri Lanka’s quest to set the trend for imparting social justice.



New Member Induction Ceremony

- 9th February

The President of CIPM, Mr. Dhammika Fernando addressed the new members and warmly welcomed them to the CIPM member community. This event was valued by the participants as it also served as a platform to liaise with each other while familiarising with the culture, norms and values of the Institute.



Blood Donation Campaign • 2nd March

CIPM Sri Lanka as a part of its CSR activities conducted a blood donation campaign at its headquarters, “HR House” Colombo 05. A large number of donors among CIPM members, employees and the students took part with more than 75 donors donating blood.



Felicitations of the Commander of Sri Lanka Navy – Vice Admiral Piyal De Silva • 5th April

Ceremony was held to felicitate Vice Admiral Piyal De Silva, Commander of the Sri Lanka Navy and a Member of CIPM Sri Lanka to appreciate his services to the Nation and for reaching the pinnacle of his career.



CIPM Cloak & Insignia Ceremony • 5th April

Committee on Member Services and Events took the initiative to offer Cloaks and Insignias to the Past Presidents, Fellow Members and Council Members of the Institute. CIPM hosted this ceremony to honor and appreciate the yeomen service rendered by the Past Presidents during their respective tenures and to recognise the Chartered Fellow Members who bring honor and recognition to CIPM and for their contribution to the upliftment of the HR profession in Sri Lanka and the region.



CIPM Surya Abhishekaya – Kandy • 7th April

CIPM Sri Lanka – Kandy regional centre organised “Surya Abhishekaya – 2019” at Kingswood College Playground, Kandy, with the presence of Mr. Dhammika Fernando, the President of CIPM Sri Lanka along with the Council Members, CIPM head office and regional center management, the staff members, and students.



Soft Opening of CIPM New Study Centre

- 20th April

CIPM Sri Lanka leased out a new building in close proximity to HR House to facilitate the growing demand for its programmes conducted by the Business School. The new building is located at the “Trillium Tower”, No. 38, Somadevi Place, Kirulapone Avenue in Colombo 05, with the capacity of accommodating over 1000 students and with modern state of the art facility.



Opening of Knowledge Centre • 24th May

To further encourage students and the membership, the Council embarked on a project to convert the CIPM Library to a state of the art knowledge centre with emphasis on e-library facilities enabling the members to access latest high quality journals and books from any part of the world.



Felicitation of Major General Shavendra Silva & Chartered Member Certification

- 24th May

CIPM Sri Lanka conferred the Charter Member Status to its “Member” level category and elevated them to “Chartered Member” category. CIPM Sri Lanka made it an opportunity to felicitate Major General Shavendra Silva, an Associate Member of CIPM Sri Lanka to appreciate his services to the Nation and for reaching the pinnacle of his career.



Press Conference of CIPM Launch

- 15th November

The press conference of the launch of CIPM Sri Lanka was held at the Cinnamon Lakeside, Colombo. Several personnel from the Media both Electronic and Print were present to cover the event. The event concluded with a Q&A session followed by cocktails.



Unveiling a New Chapter – CIPM Gala Dinner • 26th November

A Gala dinner was organised to celebrate the success of achieving the Charter status at the Grand Ballroom, Waters Edge, Battaramulla. Over 450 invitees attended this event including VIPs, Council Members, CIPM Members, Lecturers and the staff of CIPM SL.



Graduation Ceremony at BMICH • 5th November

CIPM Graduation 2018 – “Turning the Spotlight on Champions”. “Enriching lives and redefining careers, creating value for Sri Lanka and for the world” – CIPM Sri Lanka President Dhammika Fernando emphasising the world-class nature of CIPM, its Business School and the global opportunities available for CIPM graduates in HR.



Graduation Ball • 5th November

CIPM hosted the Graduation Ball for the 2018 Graduates at the Banquet Hall of BMICH. This event was arranged to celebrate the well-earned success of all graduates.



Open Day and & Career Guidance Seminar at HR House • 14th January

CIPM Open Day and & Career Guidance Seminar' was successfully conducted at CIPM Head Office, CIPM Kandy Regional Centre and at the CIPM Galle Regional Centre with the participation of a large number of students who sat for their GCE A/Ls and GCE O/Ls 2018.



Paduru Party • 22nd February

CIPM Paduru Saajjaya was held at HR House with the participation of over 50 CIPM members. The participants enjoyed a sumptuous buffet dinner with music throughout.



CIPM Research Symposium • 11th July

Provided opportunities for the members and students to showcase their research activities through the 'Research Symposium held at BMICH with 50+ Research papers.



CIPM Sets Blazing Path with Launch of HR Glossary • 20th June

To enhance the quality of the transfer of knowledge of HRM, CIPM took a vital step to design and launch a “HR Glossary” for students and professionals studying & working in the HRM field. This exercise will fulfill an important requirement to introduce the HRM vocabulary for the use of HR & Non-HR professionals.



CIPM Members Day • 6th July

CIPM Members' Day 2019 was held at Club Palm Bay, Marawila with the participation of over 200 members.





Stewardship

Corporate Governance Report • 72
Report on Risk Management • 74
Report on Sustainability • 77
Corporate Social Responsibility • 79

Corporate Governance Report

The Chartered Institute of Personnel Management Sri Lanka was founded in 1959 and was incorporated by Parliamentary Act No. 24 of 1976 which was amended by Parliamentary ACT No. 31 of 2018 by which the Institute was renamed as Chartered Institute of Personnel Management Sri Lanka. The Institute consists of Chartered Fellows, Chartered Members and Associate Members, all of whom are collectively referred to as "Corporate Members".

The Governing Council of the Institute comprises of 18 members who are committed to maintaining a high standard of corporate governance practices within the Institute and devotes considerable effort in identifying and formalising best practices that are fundamental to the efficient, effective and transparent operation of the Institute.

The Governing Council

The primary role of the council is to protect and enhance long-term relationship with the stakeholders thereby setting the overall strategy for the Institute. In this regard, the council supervises the senior management while ensuring good corporate governance policies and practices are implemented within the Institution. This apex governance body of CIPM comprises of fourteen (14) members elected by the Corporate Members of the Institute and four (4) individuals who are co-opted by the elected council.

The members of the Executive Council are individually responsible for the overall management of the Institute's activities and therefore, the daily operations of the activities of the Institute are delegated to the senior management team which is led by the Council. They are closely monitored and are accountable for

The Governing Council of the Institute compromise of 18 members who are committed to maintaining a high standard of corporate governance practices within the Institute and devotes considerable effort in identifying and formalising best practices that are fundamental to the efficient, effective and transparent operation of the Institute.

the performance of the Institution as measured against the corporate goals and business targets set by the Council.

The Council consists of a mixed blend of members who are specialised in HRM. They are a diverse team in gender and age representation.

The President is a corporate member of the Institute who is invited by the outgoing council to assume duties and whose term of office is renewed annually. In the absence of the President, the Vice President is appointed under the provisions of the By-Law to act as the President.

Apart from the President, the Immediate Past President and the four (4) Co-opted members, the twelve (12) remaining positions in the council are held by Corporate Members of the Institute elected by the general membership at the Annual General Meeting (AGM) held on the last Saturday of the month of July, each year. Upon appointment, all new members of the Council are provided with an induction to CIPM Sri Lanka's governance structure, role, responsibilities and the way

in which the council meetings are conducted.

Responsibilities of the Governing Council are as follows.

- The direction and management of the Institute are vested with the Council
- Appointing of Standing Committees for a specific period which may consist of members of the council and other members including non-corporate members and other appropriate or necessary persons from different professions to facilitate the achievement of objectives of the Institute
- Implementing a defined, regulated system comprising of strict internal controls, procedures and processes regarding all expenditure incurred, on behalf of the Institute
- Formulating the Annual Budget of the Institute including the expected income and forecasted expenditure for the ensuing year and thereafter, closely monitoring any variations

- Providing directions to prepare the statement of funds of the Institute, inclusive of receipts and payments during the past financial year and obtaining the verification and attestation of the Auditor, before it is presented at the Annual General Meeting
- Drawing up a Yearly Performance Report on the state of the Institute, to be presented at the Annual General Meeting
- Making, amending and rescinding rules for the betterment, ordering of any matter referred to in the By-Laws for better governance of the Institute and its affairs and obtaining approval for same, from the general membership. This can only be carried out at a Special General Meeting of the Institute
- Maintaining and publishing a register of members of the Institute
- Ensuring maintenance of professional standards among the members of the Institute and other personnel practicing or acting as personnel
- Human Resource Managers or Consultants will take all action deemed necessary to see that the members adhere to the professional ethics and conduct
- Making decisions on the selection of secretarial staff, remuneration and other terms of their employment
- Ensuring proper financial administration procedures in keeping with the generally accepted Accounting principles which are to be strictly followed by those authorised to handle the finances of the Institute.

No.	Name	Position	Excused	
			Present	Excused
1	Mr. Dhammika Fernando	President	18	-
2	Prof. Ajantha Dharmasiri	Immediate Past President	12	6
3	Mr. Sarath Jayasinghe	Vice President	11	7
4	Mr. Ken Vijayakumar	Hony. Secretary	16	2
5	Ms. Wasanthi Vithanage	Hony. Assistant Secretary	11	7
6	Mr. Ajith P. Bopitiya	Hony. Treasurer	13	5
7	Mr. Jayantha Abeyratne	Hony. Assistant Treasurer	13	5
8	Gp. Capt. Manoj Keppetipola	Hony. Editor	14	4
9	Mr. Priyankara Seneviratne	Council Member	18	-
10	Mr. Jayantha Amarasinghe	Council Member	13	5
11	Mr. Priyantha Ranasinghe	Council Member	17	1
12	Ms. Shiwanthie Wijesuriya	Council Member	9	9
13	Mr. Namal Jayaweera	Council Member	16	2
14	Mr. C. Hewapattini	Council Member	16	1
15	Dr. Neil Bogahalande	Council Member	15	2
16	Mr. Solomon Sumanasooriya	Council Member	12	5
17	Mr. Dharshana Amarasinghe	Council Member	8	9
18	Dr. Chandana Jayawardena	Council Member	9	5

Report on Risk Management

“Risk management is part of our culture across the organisation. We accept the risks we can manage and where this gives us a competitive advantage. We seek to mitigate or avoid other risks. Ensuring we have an efficient risk management system in place is key to developing our business and achieving our objectives.”

CIPM Sri Lanka is exposed to a range of risks stemming from its internal and external environments and recognises the importance of identifying, measuring and managing these risks in a structured and proactive manner. In recent years, we have sought to formalise our risk management framework with the objective of nurturing a culture of risk awareness across the organisation. As such, there is a comprehensive risk management process which articulates the governance structures, tools and techniques for risk management and risk monitoring/reporting requirements.

Risk Management Process of the Institute

Objective of the risk management process of CIPM is to identify and assess a broad array of risks that could negatively impact the achievement of institutional goals & objectives and make appropriate responses to ensure that the uncertainties will not deviate the expected results.

Institute's Governing Council holds the ultimate responsibility for risk management. In discharging its governance responsibility for overall risk management and control, the Council has established a separate Committee named “Audit, Legal & Due Diligence Committee” to assist the council in continuously monitoring and taking necessary action to mitigate any potential

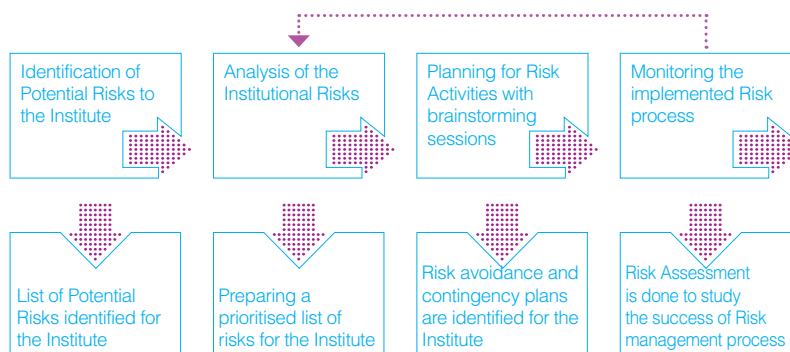
Risks with respect to the CIPM have been identified and classified under five board risk categories as Operational & Reputational Risk, Financial Risk, Compliance Risk, Competitive Risk and Information Technology Risk, which are monitored controlled and managed through the Risk Management Process of CIPM.

risks to the Institute, to make sure it secures the interest of its stake holders.

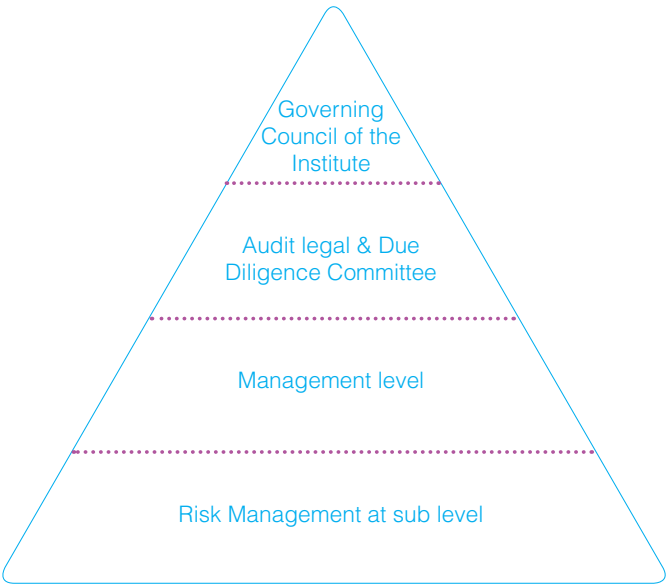
The Audit legal & Due Diligence Committee plays a vital role with regard to the risk management of the Institute. The committee has appointed a reputed Chartered Accountants firm to conduct internal audits of the Institute on continuous basis which covers all the material risk arrears of the Institute and the internal audit findings are reviewed & discussed in front of the Audit legal & Due Diligence Committee on quarterly basis.

Risks with respect to the CIPM have been identified and classified under five broad risk categories as Operational & Reputational Risk, Financial Risk, Compliance Risk, Competitive Risk and Information Technology Risk, which are monitored controlled and managed through the Risk Management Process of CIPM.

Risk Management Levels of the Institute

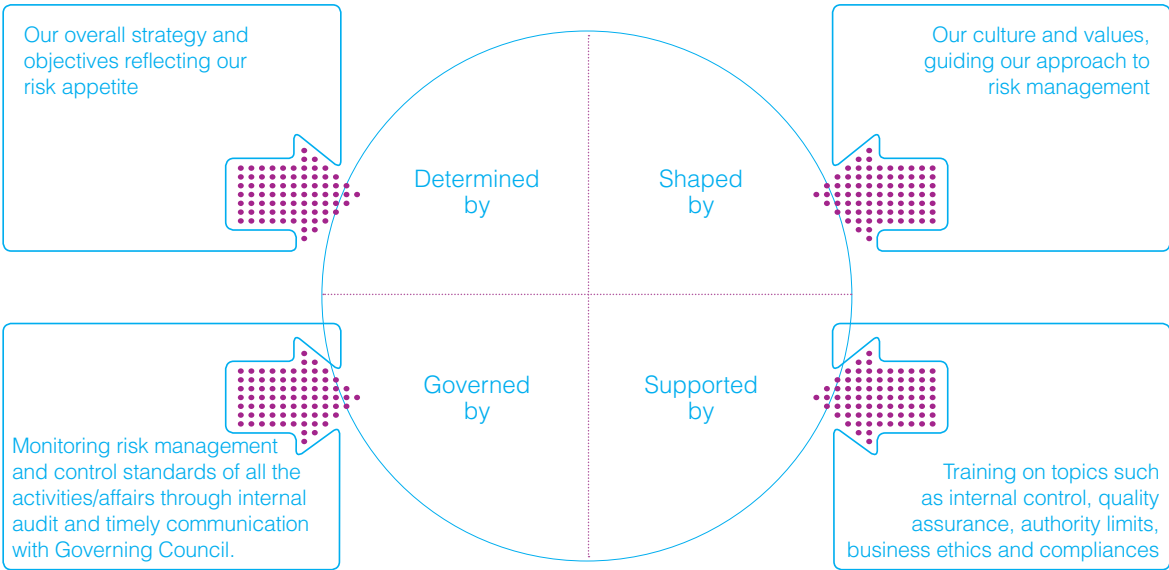


The way We Manage Risk



Types of Potential Risks & Approach of the CIPM to Mitigate the Key Risks.

Among various types of risks that CIPM is exposed to, and based on our current state of affairs, the following types of risks are specifically identified due to the severity of the implications/ impact such risks could pose on the Institute and its business.



Report on Risk Management

Risk Type	Approach to Mitigate the Risk
Operational & Reputational Risk	
(The risk of loss resulting from inadequate or failed internal processes, people and systems or from external events and as a result possibility of losing the reputation gained over the period of time.)	<ul style="list-style-type: none"> • Continuous review and revision to the content of the study courses. • Monitoring the discipline of conducting lectures and examinations. • Introducing the CPD requirements for the members to upgrade the membership. • Ensure continuous follow ups on customer complaints which will turn into customer satisfaction. • Evaluating the effectiveness of the IT and other related support services. • Conducting internal audits on continuous basis and reviewing the findings on quarterly basis. • Conducting external audits on an annual basis and closely review the points highlighted in Management Letter. • Comprehensive insurance cover on all the properties including the assets of the regional centers. • Insurance cover for Hospitalisation and Critical illnesses for all the employees. • Maintaining the ISO Certification of the Institute.
Financial Risk	
(The risk of cash flow of the Institute appears inadequate to meet its financial obligations. Financial risk also refers to the possibility of Institute defaulting on its liabilities, which would cause those creditors to lose money. Liquidity risk & credit risk are the integral part of the financial risk)	<ul style="list-style-type: none"> • Continuously maintain sufficient liquidity to meet its obligations to minimise the liquidity risk • The investment portfolio of the Institute is maintained in several licensed banks to mitigate the Credit risk • Using the budgetary controls and periodically monitor the deviations. • Continues monitoring the Institute's fund position while assuring the adequacy of the liquid funds to run the operation • Various investment appraisal techniques are used to analyse in detail before finalising investment decisions.
Compliance Risk	
(The risk of the operations of the Institute not to be conducted in accordance with the Institute's By-Laws, code of conducts and other regulatory requirements)	<ul style="list-style-type: none"> • All Council members, top management and all the staff are well educated that the zero tolerance for the breaches on the By-Laws is mandatory. • Dedicated secretariat & membership division is established in supporting the Council & the members to be complied with the requirements • Continuous monitoring of statutory payments, to the relevant regulatory bodies together with required documents to be filed.
Competitive Risk	
(Probability of loss from a decline in an Institute's competitiveness)	<ul style="list-style-type: none"> • Focusing more on effective brand awareness among the target markets together with "Chartered Status" • Action plans to compete with the other competitive institutions to be the global leader in HRM. • Approaching new regions of the country to expand the market • Approaching academic market by taking initial steps on obtaining the status for degree awarding. • Obtaining foreign university affiliations to attract new market segments.
Information Technology Risk	
(Risk of disruption to IT systems, teaching and supporting services)	<ul style="list-style-type: none"> • Establishing a Disaster Recovery Centre local / cloud – ensuring data security • Implementing a firewall security system, VLAN Network, Active Directory User Authentication, DNS, Group Policy and day to day monitoring of Institute's system and network. • Introducing and Implementing IT Policy and Link with Employee, Student & Member Handbooks. • Introducing centralised storage backup management system • Introducing & Implementing IT Security Audits – Annually from Outsourced ISO/IEC 27001 Certified IT auditor. • IT Security Risk assessments allow to update and enhance our existing security and risk management strategy with the staffs, process, and technologies necessary to elevate its information protection posture to the level necessary to mitigate current risks.

Report on Sustainability

INSTITUTE'S CONTRIBUTION TOWARDS A SUSTAINABLE NATION

From its inception in 1959, the Institute of Personnel Management has been the guiding force and the leader in developing best people management practices in the region. Having attained the “Chartered” status, it is considered as the premier professional body in the sphere of Human Resources Management in the country and signifies the beginning of a sustainable path that will continue value addition to all its valued stakeholders and the Nation at large.

In pursuing our sustainable path, we have focused on the following key objectives;

- Developing and promoting principles, techniques and innovative practices for unleashing human potential and managing human capital
- Upholding the highest global standards of competence, ethics, values and professionalism among our members
- Encouraging research in human capital for organisational

Having attained the “Chartered” status, it is considered as the premier professional body in the sphere of Human Resources Management in the country and signifies the beginning of a sustainable path that will continue value addition to all its valued stakeholders and the Nation at large.

success and national development

- Promoting public image of the Institute, its members and the HR profession as the drivers of organisational success
- Influencing national policy formulation for the integration of HRM into all strategic and operational initiatives
- Facilitate networking among HR professionals at national and international levels for knowledge sharing
- Strengthening our position as the leading HR authority in Sri Lanka and aspiring to become a global leader

Being a responsible professional Institution, CIPM continuously monitors the effectiveness of its current activities and practices by monitoring the responses from its stakeholders, who are at the forefront of the sustainable journey.

Institute's focus and commitment towards sustainability was evident throughout the year, with its wide range of achievements, events, and activities that attained high recognition from the society.

Developing Leaders to Ensure Business Growth

CIPM Sri Lanka believes that best practices in HR has a strong impact on leadership and the growth of the state and its inhabitants.



Institute's focus and commitment towards sustainability were evident throughout the year, with its wide range of achievements, events, and activities that attained high recognition from the society.

Report on Sustainability

Therefore, the foremost motive of CIPM Sri Lanka had been to inculcate those best practices within the business entities, state Institutions, and the fraternity, through organising events and forums. While such events were expected to contribute to enhancing national prosperity, good governance and productivity in several initiatives such as the National HR Conference, the Great HR Quiz, People Leaders' Awards, and the Great HR Debate were also carried out in contributing towards this broader objective.

Developing Human Capital

Developing human capital is another integral part of the sustainability strategy of CIPM Sri Lanka. As we believe that "people drive business", we have ensured that all our stakeholders are provided with a plethora of activities to enrich their lives. Further, in order to create a culture of sustainability among our stakeholders, our Institute has embraced several best practices which includes competency building and training, motivating through effective communication, creating opportunities, providing resources, ensuring recognition and finally, measuring your our employee sustainability factor.

A Helping Hand to Future Leaders

Guided by the goal of developing a productive workforce, CIPM Sri Lanka organised career guidance programmes at schools in Colombo region and in other regional study centres in Kandy, Kurunegala, Galle and Gampaha districts. These programmes were conducted by renowned industry specialists with the aim of assisting individuals through inculcating self-knowledge in them thereby allowing them to make informed decisions regarding their educational and career options.

A Way Forward

CIPM Sri Lanka looks forward to ensuring a learning environment to its stakeholders, especially for its student community through offering them sponsorships. Further, we aim to reach greater heights by engaging and delivering outstanding value to our populace of over 9,000 students and 60+ staff members, keeping in line with our greater vision of creating an empowered knowledge economy.



CIPM Sri Lanka organised career guidance programmes at schools in Colombo region and in other regional study centres in Kandy, Kurunegala, Galle and Gampaha districts.

Corporate Social Responsibility

Corporate Social Responsibility (CSR) plays a critical part in corporate governance which comes under the broader context of sustainable development and entails the ethical behaviour of organisations towards society. Whether commercial or charitable the major challenges for the institutions are, to develop responsible and ethical practices in all activities they do and not consider as a 'window dressing' or a publicity exercise, but 'etched' into the business strategy and practices of an organisation. In view of this, CIPM Sri Lanka continued to embrace sustainable and socially responsible practices across all its operations during the year under review. Accordingly, a conscious effort was made to deliver sustainable solutions to the Institute's key stakeholders by working with a mission to deliver long term value for its stakeholders, thus promoting social and economic wellbeing of the society at large. The Governing Council of the Institute has taken the initiative and responsibility of integrating the principles of sustainable management within the Institute's business strategy and practice. Reflecting its firm commitment to sustainable business management, the following key objectives have been given due consideration when developing the strategic plan of the Institute.

- To ensure a high level of professional standards and competence among the membership and those aspiring to become members.
- To promote the study of Human Resource Management and to encourage research into the best means and methods of applying the principles and techniques of Human Resource Management.
- To promote the image of the Institute and its membership,

The Governing Council of the Institute has taken the initiative and responsibility of integrating the principles of sustainable management within the Institute's business strategy and practices.

and to provide leadership to the Human Resource Management profession in Sri Lanka.

- To influence national policy formulation in areas related to the Human Resource Management profession.
- To facilitate networking among HR professionals, to share and develop knowledge exchange views at national as well as an international level.
- To maintain our status as the leading HR authority in Sri Lanka by upholding high standards of competence, ethics, values and professionalism among the membership

As the leader in Human Resource Management (HRM) or "people management" CIPM Sri Lanka has focused its attention on maintaining its stature over the years not only in Sri Lanka but also in the South Asian region. In this endeavor, the Institute has identified that it has a unique role to play, in embedding ethical employment practices into the business process as a key corporate social responsibility initiative. While gaining the recognition as the country's premier professional body in the sphere of HRM and also the accolades received as the "most respected education entity in Sri Lanka", has provided CIPM Sri Lanka the credence and the opportunity to add further value to all aspects of a business through its contribution in people management. CIPM Sri Lanka conducts its business

operations in a manner which has created cohesion amongst its communities, by taking the responsibility as an accountable professional body. The Institute is firmly committed on positioning itself as a responsible institution that promotes socio-economic wellbeing of its stakeholders. To this end, the Institute has collaborated with a multitude of partners to create a positive difference in the lives of its key stakeholders: the students, members, employers and the general public, through a variety of CSR activities. During the year under review a range of initiatives were undertaken towards sustainably engaging the stakeholders of the Institute across different 'operational clusters', such as the education arm, programmes, research and publications, membership development, marketing and communication etc. whereby the Institute was able to envelope the wider publics with its operations.

CIPM also strongly recognises the importance of its own employees and continued to support their development and professional advancement as an investor in people. To this end, the Institute implemented an extensive array of programmes covering employee satisfaction, learning & development and performance management whilst enhancing rewards and benefits to commensurate with their performance.

Corporate Social Responsibility

Development of key HR skills to drive sustainability and growth

Taking due cognizance of the role played by HR in driving sustainable business practices, CIPM continued to involve itself in the development of human capital across diverse organisations and industries during the year through varied activities targeting a multitude of stakeholders. The National HR Conference, The Great HR Debate, Great HR Quiz, Great HR Awards, National HR Exhibition and other quality assurance initiatives within the CIPM Business School have contributed significantly to this endeavor and supported towards the broader cause of sustainable growth in business entities.

Development of human capital

The creation of an agile organisation, which is able to learn and adapt to changes triggered by the internal and external environment involves a change in the mindset of its human resources. Developing the human resources is hence an integral part of the sustainability initiatives of CIPM Sri Lanka and its principal focus has thus been on offering industry-specific, relevant and timely education and training that would

help employees to learn, adapt, manage change and be resourceful, in serving their organisations and the communities.

“Battle of the Brains 2019”

Developing the future generation has always been a key focus area of CIPM Sri Lanka through the years and engaging school children through knowledge building initiatives has assumed great significance in this endeavour. Driven by the previous years’ success by spending about LKR 1.2Mn on the development of knowledge, leadership, oratory skills and personality amongst one hundred and twenty (120) students, representing twenty-three (23) schools in the Borella Divisional Education Office, CIPM Sri Lanka organised the “Battle of the Brains 2019”; an annual Interschool Debating Championship for this year as well. This unique sustainability initiative helps to nurture the country’s future leaders and the focus has been given to 22 schools in Kurunegala Divisional Education Office this time, with the participation of 110 students to the contest.

Meeting career aspirations

Often, career goals are the end towards which an individual’s effort is directed and these goals

articulate what individuals’ want to achieve within their careers and in turn impact their retention and engagement with their jobs and the commitment towards their organisation. Assisting and providing guidance to aspiring individuals to be gainfully employed is hence a key aspect which is supported by CIPM Sri Lanka as a part of its efforts towards driving sustainable living. Career guidance and knowledge sharing sessions targeting G.C.E. O/L and A/L students across the nation have been held to motivate these aspiring individuals to take up HRM as a future career option. Furthermore, CIPM has also extended its support to the schools by way of sponsoring various educational as well as charitable events with the intention of helping these students to improve their leadership, organising skills and team work. Moving ahead beyond the school limits, CIPM was became the platinum sponsor for BESA award (Employability skills awards 2018 at J’Pura University) conducted by Career Skills Development Society of University of Sri Jayewardenepura.

Sponsoring for the best

Continuation of supporting the well performed students, CIPM has continuously sponsored the best student of Department of HRM in University of Kelaniya,



Blood Donation



Scholarship for the Best A/L Student

CIPM organised “Great HR Charity Walk” on January 2019 while seeking the opportunity to network, foster, fellowship and camaraderie.

for the 4th consecutive year for the convocation held on 2018. To aspire after A/L students in every stream to consider their professional pathway in HRM, CIPM has awarded scholarship for the best performed Art stream A/L student in Kurunegala district.

Donations for worthy courses

By not ceasing the continuous support in education sector, CIPM has donated funds to non-educational sector as well. Partnering with OPA, CIPM Sri Lanka sponsored Cancer Patients Residing at Cancer Care Welfare Foundation, Apeksha Hospital and also donated Ceylon school for deaf and blind within the year.

A walk with a purpose

With the purpose of giving and receiving positive values to and from each other and set the trend for imparting social justice, CIPM organised “Great HR Charity Walk” on January 2019 while seeking the opportunity to network, foster, fellowship and camaraderie.

The purpose of the walk is to upgrade the existing children’s parks to include play equipment that would also cater to children with disabilities converting them to ‘inclusive parks’. An inclusive playground would be one platform where children are taught from their very young days that persons with disabilities need and should be integrated in to mainstream society and not be treated differently – resulting in an inclusive society.

The existing children’s park at BRC grounds was the target to install inclusive equipment and build infrastructure necessary to convert it to an ‘inclusive park’ from the net proceeds of the “Great HR Charity Walk” with the theme of “Play for all”.

Blood donation

As a part of its CSR activities, CIPM Sri Lanka conducted a blood donation campaign at the head office premises with more than 75 donors representing the CIPM members, employees and the students on March 2019. With

the support of the National Blood Center, the programme turned out to be very successful and Institute will carry forward the same event on yearly basis.

Developing student engagement and charity together

Fulfilling the requirements of having more student centric activities and enhance the avenues of serving the public, CIPM regional centers organised Dansal on Poson Poya Day with the participation of large number of students and staff members, which was enable to serve more than 1000 people.

Moving forward

Helping Sri Lankan organisations, HR professionals and aspiring individuals to gain knowledge, skills, experience and career opportunities in the sphere of HR are some of the activities initiated by CIPM Sri Lanka in integrating sustainability into its core business. As the nation’s leading professional body in HR, the Institute will continue to engage with its key stakeholders and contribute towards the betterment of the society through its role in promoting sustainable learning and development within the people management framework in organisations.



Great HR Walk

MD&A

Standing Committees to the Council • 84
Our journey towards obtaining 'Chartered' Status • 146
Outline of Reporting Initiatives • 148

Standing Committees to the Council

Standing Committee
on Finance,
Administration
and Information
Technology

Pg. **86**

Standing Committee
on Business
School and Student
Engagement

Pg. **90**

Standing Committee
on People
Development,
Facility Development
& Compliance

Pg. **99**

Standing Committee
on Member
Services and
Events

Pg. **107**

Standing Committee
on National
Human Resources
Conference (NHRC)

Pg. **113**

Standing Committee
on Audit Legal
and Due Diligence
(ALDD)

Pg. **115**

Standing Committee
on Strategic
Planning and
Professional &
Academic Affairs

Pg. **117**

Standing Committee
on Research,
Publications
and Library
Development

Pg. **119**

Standing Committee
on Editorial

Pg. **124**

Standing Committee
on Consultancy,
Corporate Training
and HR Services

Pg. **125**

Standing Committee
on External Affairs
& National HR
Initiatives

Pg. **132**

Standing
Committee on
New Infrastructure
Planning and
Development

Pg. **135**

Standing Committee
on Marketing

Pg. **138**

Special Standing
Committee of World
HR Congress 2020

Pg. **141**

The College of Past
Presidents

Pg. **143**



Standing Committee on Finance, Administration and Information Technology

The financial year under review proved to be the most successful year in the history of CIPM Sri Lanka, with the Institute recording its highest ever financial performance of Rs. 98.4 Mn net surplus before tax while achieving 16% revenue growth and marking the total revenue of Rs.475.5 Mn at the end of the financial year.

Overview

CIPM was effective in maintaining transparent best practices and good governance within the Institute during the year through continuation of its professional financial management system. We persistently demonstrated our trust in policies and procedures sanctioned by the council while meticulously adhering to all criteria and compliance requirements of the Institute.

The activities of the committee involve enabling all strategic initiatives, enhancing corporate image through proper facility management and streamlining processes through technological implementations which were achieved through a three-step process that involves monitoring, advice and guidance. However, being the custodian of financial resources of the Institute, ensuring financial prudence across all activities within the Institute remains the core objective of the Committee. In this regard, the Committee closely monitors the process of budgeting, accounting,

compliance with statutory and other regulatory requirements while providing its stakeholders with timely and accurate management and financial information.

Objectives

1. Ensuring the financial sustainability of the Institute by monitoring and evaluating all the activities
2. Ensuring compliance with the applicable Financial Guidelines, Financial Management Processes, applicable Laws and Statutes and maintain good governance
3. Ensuring the preparation of the Annual Budget through the process of Standing Committee budgets, to monitor financial performance accordingly and update the Council
4. Ensuring the maintenance of proper accounting system and preparation of financial statements and other management information for the committee/Council.

5. Ensuring proper systems and procedures are followed in terms of procurements and all other operational matters of the Institute
6. Reviewing and assessing the financial position of the Institute and preparing accurate Statements of Accounts on a monthly basis and providing required advise to the Council in terms of all financial matters
7. Introduce and implement cost reduction initiatives to reduce the operational cost
8. Ensuring all assets are adequately covered by Insurance Policy
9. Submitting a post financial evaluation of the relevant project for the monthly Council meeting
10. Meeting all statutory compliance requirements
11. Implementing Risk mitigation strategies
12. Increasing transparency and being accountable to the Council for all finance related matters.
13. Developing budgets & forecasts and monitor the same
14. Providing top-class facilities to members, students and staff.

Financial Performance & Position during the year

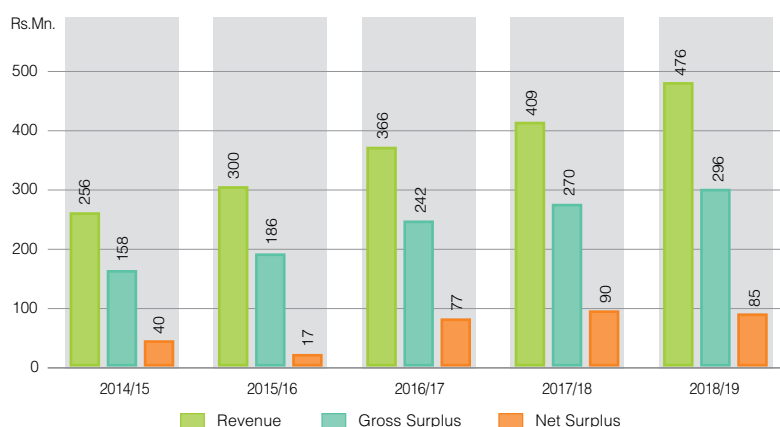
The financial year under review proved to be the most successful year in the history of CIPM Sri Lanka, with the Institute recording its highest ever financial performance of Rs. 98.4 Mn net surplus before tax while achieving

16% revenue growth and marking the total revenue of Rs. 475.5 Mn at the end of the financial year. Along with this remarkable performance, the Institute was able to increase its total assets base to Rs. 764.8 Mn while enhancing the investment portfolio to Rs. 183.8 Mn.

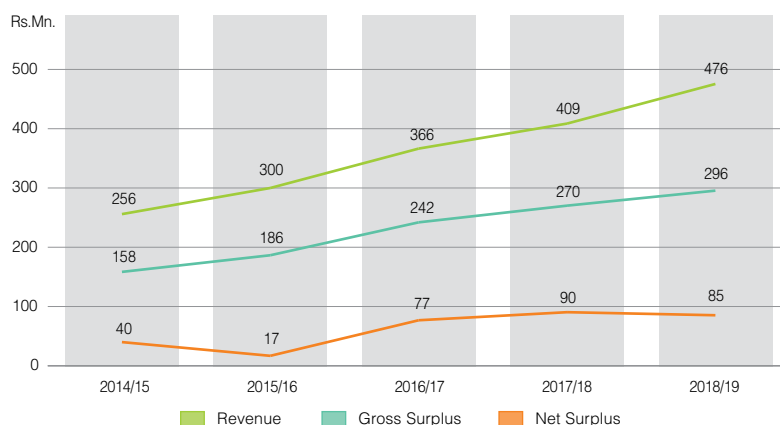
The Institute was able to achieve this progress as a result of the enhancements in business volumes, effective management of expenditure through credible governance and transparency of all dealings, maintaining sound internal controls, comprehensive budgeting & budgetary controls despite the challenge of continued cost escalation.

The steady and the continuous growth of financial results over the last few years further enhanced the liquidity position of the Institute while providing opportunities for future developments.

Financial Progress for last 5 Years



Growth in Financial Performance



Developing Finance Procedure Manual

During this financial year, we revised and developed the finance procedure manual of CIPM covering all key operational areas such as Budgeting & Reporting, Revenue & Collection, Authorisations, Payment Process, Inventory Management, Procurement, General Ledger, Fixed Assets,

Insurance, Taxation, Foreign Travel and Event Management. These processes & procedures have been designed & developed considering the organisational requirements, industry best practices, statutory requirements and financial reporting standards & other requirements in order to strengthen the control environment and the internal control system within the Institute.

Infrastructure Development

Several successful projects including expansions, refurbishments and property developments were also carried out during the council year. These include centralising classes conducted in different locations within Colombo region into a single location, "Trillium building", in order to enhance the quality of the learning environment, re-establishing the Kurunegala centre that was operating with limited resources through the provision of improved facilities including additional classrooms, cafeteria space, and sanitary facilities, investing in upgrading the CIPM library to a Knowledge Centre with improved IT facilities and establishing the Membership Services & Academic Affairs Unit in compliance with the requirements of the strategic plan.

The Institute has invested a total sum of Rs. 96 Mn for these construction, refurbishments, advances & deposits in relation to the above key projects during this year.

Information Technology

"During this Council year, we were able intensive on customer centricity, Institute's operational excellence and IT governance in order to drive the CIPM Sri Lanka in to a digital era"

Standing Committee on Finance, Administration and Information Technology

- Complete and execute the ERP System Finance Module.
- Implementation of the Learning Management System (LMS) in order to ensure smooth functioning of the Learning Management of the Business School.
- Analyze emerging technology and its potential use to drive Institute IT Strategy
- Enhance System and Network Cyber security infrastructure with professional reviews

Activities in 2018 - 2019

Completed Projects

Successfully implemented CIPM Learning Management system (LMS) (<https://www.lms.ipmlk.org>), which is a web-based system for an interactive and engaging e-Learning experience. This system has a wide range of options such as Flexible Learning, Mobile Compatibility, Quality, Uploading and Updating of course content, Multimedia Interactivity, Collaborative Learning Tools (Wiki's, workshops, forums, surveys, chats, and feedback functions), Gamification and Games (Using glossary terms and quiz questions), Integrated Badges, Face-to-Face Activities, Online Assignment Uploading and a Question Bank. All these will enable collaborative content-driven learning practices.

Enhancing IT infrastructure to meet the demand is one of the key determining factors. With the ever-increasing customer demands and the emerging use of technology, it is important to improve sustainable infrastructure with the aim of catering for high-performance needs and availability. Following



CIPM Learning Management System Student & Lecturer Portal

key projects were planned and are being implemented to cater for these requirements.

- Implementation of Network infrastructure to CIPM Knowledge center (Library), New Examination Department – 1st Floor, CIPM Study center (Trillium Building) & Kurunegala Regional Centre.
- Implementation of Automated Virtual Server Backup Management System (Veeam) to increase availability and operational efficiency.

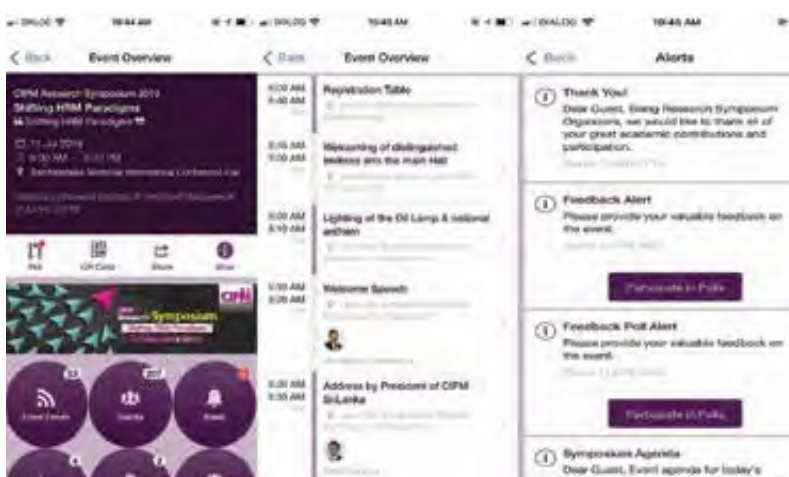
Successfully developed and Launched CIPM Website (<https://www.cipmlk.org>) with the integration of LMS and Social Media plugins.

Successfully Upgraded CIPM Head office & CIPM Study center – Trillium Building Lecture Halls computers and Implemented smart interactive whiteboard with new learning environment.

Successfully Launched CIPM Events Mobile App. This Mobile App will facilitate features for Event Participants, Organisers & Sponsors – for pre, post and on-event scenarios. At the same time app platform was deployed for participants/users to comply with leading Smartphone operating systems. (Apple iOS, Android). The rest of the platform is linked to a Browser based Web Interface to be handled by Event Planning/Organising Departments. Potential Revenues from Banner Sponsorship - Using this feature it is possible to give the sponsors an advertising experience which they will only get with the Mobile App. Rotating banner advertisements can be placed inside the event in the App. The banners can be placed at the event, sessions, and booths. They can be individually tailored. These banners are also clickable to a link attached to it (company website, promotional video or a web form).



Signing of ERP agreement between the CIPM Sri Lanka and M/s SILLIONe Technologies (Pvt) Ltd



CIPM Events Mobile App

Ongoing Projects

In addition to the above-mentioned completed projects, the following projects are being developed or implemented.

Implementation of ERP system – EDU 365 Module with Business School Process Automation which will help CIPM to streamline its functions to achieve higher efficiency.

Implementation of Student & Lecturer attendance automation through Finger tech device and integrated with CIPM ERP System.

Designing of CIPM Automated Backup Management system.

Implementation of WIFI Facility to students, Lecturers and Members.

Designing of IT Security Policy, Procedure Manual, Disaster Recovery Plan and Business Continuity plan in line with ISO 27001 ISM Standards.

Implementation of feedback and services management system for students, lectures and members.

Implementation of “Crowdsourcing of Feedback” system, in addition to the employee performance management process.



Mr. Ajith Bopitiya
Chairman

Committee Members

Mr. Jayantha Abeyratne (Deputy Chairman), Mr. Dammi Kobbekaduwe, Mr. Priyal Perera, Mr. T.P.C. Obeysekera, Mr. Nihal De Silva, Mr. Sampath Jayasundara, Mr. Rangana Rajapaksha, Maj. Gen. (Retd.) Lal Gunasekara

Staff Representatives

Mr. P.G. Tennakoon, Mr. G. Weerathunge, Mr. U.A.C. Obeysekere, Mr. Gopinath Subramaniam, Mr. Anushka Earskin, Mr. Indika Wijayasiriwaradana, Ms. Himali Dasanayake, Ms. Wathsala Nadeeshani, Mr. Chandima Pinsiri, Ms. Ruwani Senevirathne, Mr. Buddhika Perera, Ms. Upeksha Kodikara, Ms. Wasana Liyanage, Ms. Udani Ranawaka, Mr. Lahiru Bandara

Staff Coordinator

Mr. S. Sivasuriyar



Standing Committee on Business School and Student Engagement

The committee lays down the policies and procedures for the smooth functioning of the Business School. The policies and procedures are followed by the Business School staff.

Composition of the Business School Committee

The Business School Committee comprises of certain nominated members from the Council and the general membership while key members of the staff are added to the Committee which includes the Chief Executive Officer, Directors and Senior Managers. Certain Executive level staff involved in co-ordination and follow up are also part of the processes of the Committee.

1. The Business School Committee functions as the Academic Board which strategically pilots the Business School activities during the Council year. The main objectives of the Business School Committee are as follows;

- Ensuring the strategic direction of the Business School.
- Taking steps to ensure the viability of the Business School.
- Focusing on the quality and standards of Professional Study programmes and ensuring competitive advantage for CIPM in HR education in the country.
- Monitoring the progress of the Business School on a continuous basis to ensure effectiveness of study progress.
- Upgrading and revising standards, systems and processes regularly for greater value addition to CIPM Shareholders.
- Ensuring that a reasonable financial budget is prepared for the year with provision for positive revenue and profit targets.
- To advice the council with regard to administration of the Business School.
- Carry out activities to enhance the corporate brand image.

2. Courses conducted by the CIPM Business School and Duration

	Course	Duration
i.	Foundation Course in Human Resource Management (FCHRM)	2 Months
ii.	Certificate Course in Human Resource Management (CCHRM)	3 Months
iii.	Professional Qualification in Human Resource Management (PQHRM)	27 Months
iv.	National Diploma in Training and HR Development (NDTHRD)	12 Months
v.	Executive Certificate in Occupational Safety & Health (ECOSH)	05 Months
vi.	Executive Certificate in Employment Law	12 Months

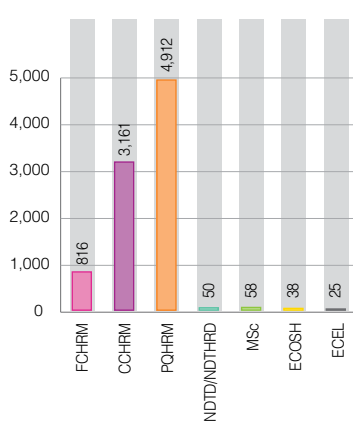
3. Collaborative Partnerships Programmes and Duration

	Course	Duration
i.	MSc HRM & Development (In collaboration with University of Salford)	18 Months
ii.	BSc HRM (In collaboration with University of Salford)	36 Months

4. New Student Registration (Programme-wise)

Programme	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Total
FCHRM	54	-	358	70	18	-	120	46	57	-	38	55	816
CCHRM	238	173	444	227	246	45	686	205	308	-	324	265	3,161
PQHRM	463	226	294	434	300	160	731	319	816	335	273	561	4,912
ECOSH			14				13			11			38
ECEL												25	25
NDTHRD							22					28	50
M.Sc.			33				25						58

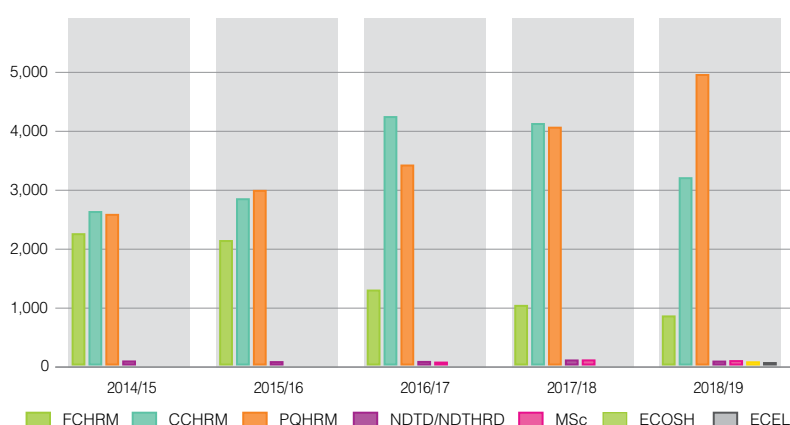
**Student Population
- Council Year 2018/2019**



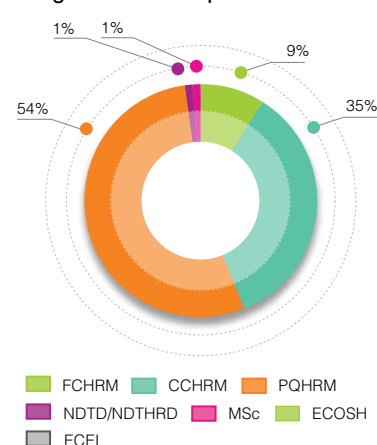
Five Year Comparison of Student Registration

S/No.	Course	2014/15	2015/16	2016/17	2017/18	2018/19
1	FCHRM	2,211	2,095	1,255	995	816
2	CCHRM	2,587	2,804	4,198	4,080	3,161
3	PQHRM	2,539	2,946	3,376	4,018	4,912
4	NDTD/NDTHRD	52	41	44	69	50
6	MSc			33	70	58
7	ECOSH					38
8	ECEL					25
	TOTAL	7,389	7,886	8,906	9,232	9,060

Student Population (Last Five Year-Programme-Wise)

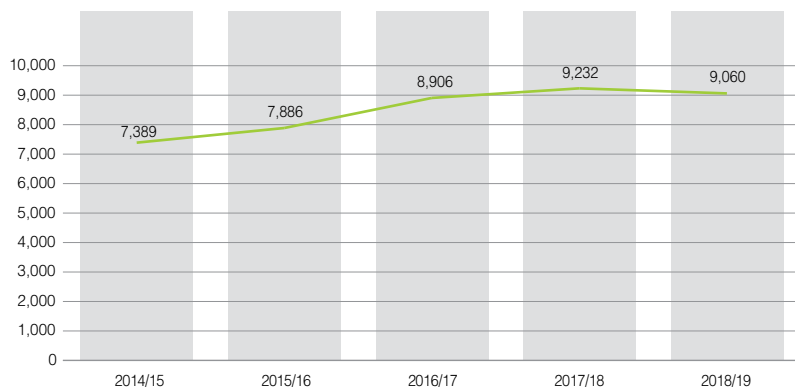


Programmes Composition



Standing Committee on Business School and Student Engagement

Student Population (Last Five Years)



5. Graduation Ceremony of the Academic Year 2018

“TURNING THE SPOTLIGHT ON CHAMPIONS”

Enriching lives and redefining careers, creating value for Sri Lanka and for the world.



Graduation Ceremony - Gold Medalist 2018

Annual Graduation Ceremony was held on the 5th of November 2018 at the BMICH in Colombo at which over 900 eager and enthusiastic HR professionals received their graduation certificates. This year's graduation ceremony is by far the largest with 920 graduants in various streams and courses

including Professional Qualification in Human Resource Management (PQHRM), MSc. in HRM, National Diploma in Training & Human Resource Development (NDTHRD), receiving their graduation certificates. The first batch of students of the MSc in HRM offered by CIPM in partnership with Salford

University UK also received their certificates at this year's graduation.

The Chief Guest at the event was Prof. Nalaka Jayakody, Vice President - CINEC Campus. CIPM President Mr. Dhammika Fernando, Immediate Past President Prof. Ajantha Dharmasiri, Vice President Mr. Sarath Jayasinghe, Hony. Secretary – Mr. Ken Vijayakumar, Chairman CIPM Business School Committee Mr. Jayantha Amarasinghe, Consultant Academic Affairs Prof. Prasadini Gamage, CIPM CEO Mr. P.G. Tennakoon, Director Business School Mr. G. Weeratunga, Director Operations – Business School Gopinath Subramaniam, members of the Governing Council, Past Presidents, Fellow Members, CIPM Members, Resource Personnel, Invigilators, a large number of parents and well-wishers were present at this grand occasion.

CIPM Sri Lanka President Mr. Dhammika Fernando delivering an inspirational welcome address said “You all have chosen a great career path as HR will play a pivotal role in this 4th industrial revolution. HR will have to play a major strategic role in the work place as the catalyst of change and it is more the reason why we need to produce more and more HR strategists in the future.

The prestigious Jayantha Jayaratne Gold Medal for Excellence in Performance in the PQHRM qualification was awarded to Don Malika Madhushani who was the highest scorer at this year's graduation.

No.	Course	Total Awards	Merits	Distinction
1	Professional Qualification in HRM (English)	672	108	13
2	Professional Qualification in HRM (Sinhala)	193	43	02
3	National Diploma in Training and Development	27	13	-
4	MSc in HRM	25	13	-
	Total	917	177	15

6. CIPM Graduation Ball 2018

After successful completion of the Annual Graduation 2018 on the 5th of November 2018 at the BMICH, CIPM hosted the Graduation Ball for the 2018 Graduates at the Banquet Hall of BMICH on the same evening. This event was arranged to celebrate the well-earned success of all the graduates. This is an annual event organised by CIPM.

It was a night filled with glamour and celebration which featured Music, Games and Fun activities. The Chairman of the Business School Committee of CIPM Sri Lanka Mr. Jayantha Amarasinghe, members of the council, CEO of CIPM Sri Lanka P.G. Tennakoon, Resource Personnel of CIPM Sri Lanka, Staff of CIPM Sri Lanka and the Graduates of 2018 attended this colorful event.



King & queen - Graduation Ball 2018

7. Introduction of the Academic Calendar 2018/19

The CIPM PQHRM currently receives a massive demand from those stepping into the HRM field and also from working HR professionals.

In order to cater to this demand and to streamline the enrollments for the CIPM PQHRM programme, an

academic calendar was introduced by the CIPM Business School and the 1st intake commenced in October 2018. The intakes are in January, March, June and October each year.

The first intake for the Professional Qualification in Human Resources Management (PQHRM) commenced

on the 7th of October 2018 at the CIPM HR house in Colombo-5.

More than 400 applications were received out of which 280 students were enrolled for the programme based on their eligibility. The new batches were commenced at Colombo, Kandy and Kurunegala.

Chairman of the Business School Committee – CIPM Sri Lanka who is also the DGM HR – of Seylan Bank (PLC) Mr. Jayantha Amarasinghe warmly welcomed the students to the programme. This was followed by an induction session for the students which was conducted by the Business School Senior Management Team headed by the Director Business School, Mr. G. Weeratunga, Director Operations Business School, Mr. Gopinath Subramaniam, Senior Manager Programmes, Mr. Anushka Earskin and Senior Manager Examinations, Mr. Indika Wijayasriwardana.

8. Launch of CIPM's Lecturer Competency Framework (LCF).

"Lecturer Competency Framework" of CIPM was successfully launched on the 11th January 2019 in Colombo and 31st January 2019 in Kandy. At this launch, CIPM introduced and opened access to the Learning Management System (LMS) for all CIPM Visiting Faculty. The LCF was successfully completed with the support of a five (05) member team and full support of the CIPM Business School. The Committee Members of the LCF Team was headed by the Chairman, Mr. Ajith Bopitiya along with the assistance of Senior Faculty Members, Mr. Laleen Katagodage, Mrs. Rajee Ravichandran, Mr. Treasurex Melchoir, Mr. Meditha Karunathilake and Mr. Prashantha Hettiarachchi. The team was commended at the launch for their extreme support to make this a success.

Standing Committee on Business School and Student Engagement

9. CIPM Successfully Conducts the Open Day & Career Guidance Seminar for GCE A/L and GCE O/L 2018 students

CIPM Open Day & Career Guidance Seminar' was successfully conducted at CIPM Head Office, CIPM Kandy regional Centre and at the CIPM Galle regional centre on the 14th January 2019 with the participation of a large number of students who sat for their GCE A/Ls and GCE O/Ls 2018. The parents and the students were also present on this occasion.

The Colombo gathering was welcomed by the Chief Executive Officer of CIPM, Mr. P.G. Tennakoon

and the Career Guidance Seminar was conducted by the Deputy Manager HR & Administration at MAS Holdings Mr. Gihan Suwaris, who is a Resource person at CIPM. An awareness of the study programmes conducted by the CIPM Sri Lanka Business School was presented by Anushka Earskin, Senior Manager Programmes. After the completion of the event, students were enrolled for the Certificate in Human Resource Management (CCHRM) and Foundation in Human Resource Management (FCHRM) programmes. All these students who enrolled for the programmes were given a 10% discount.



Open Day & Career Guidance Seminar

10. School Career Guidance Programmes Island wide



School Career Guidance Programme



CIPM Business School conducted a series of Career Guidance Programs island wide. 10,000+ students participated in these programs conducted at many schools. CIPM was able to educate the school students about the importance of "Human Resource Management" in the corporate world through these seminars.

11. CIPM Sri Lanka Organises Annual Blood Donation Campaign

The Chartered Institute of Personnel Management Sri Lanka, as a part of its CSR activities conducted a blood donation campaign at its headquarters, "HR House" - Colombo 05 on 2nd March 2019. A large number of donors from among CIPM members, employees and the students took part with more than 75 persons donating blood.

The council was represented by Honorary Treasurer, Mr. Ajith Bopitiya, who inaugurated the programme while other council members, CEO and directors participated in the programme.

The National Blood Bank was very supportive and the programme turned out to be very successful.



Annual Blood Donation Campaign

12. Inter-school Debate – Kurunegala

CIPM Kurunegala Regional Centre organised an inter-school debate in the month of June 2019. 22 schools took part in this debate and each school team consisted of five members. The inaugural meeting was held on 29th March 2019 with all these schools participating and conducting an awareness session about the debate.

13. Student Engagement Activities Kandy, Kurunegala and Galle

The CIPM Student Engagement Calendar comprises of different events that are organised by the Institute along with the support of the students. These events were individually organised by different regional centers with support from Staff, Resource Persons, Students and highest officials of the Institution in order to enhance the relationship between students of all batches in the respective regions.

Regional Centre	Event Name	Date	Participation	Venue
Kandy	Paduru Party 2018	29th Jul 2018	More than 100 participants including lecturers	Kandy Regional Centre
	Kandy Bash 2018	22nd Dec 2018	100 students & Lecturers	Swiss Residence
	Suriya Abhishekaya 2019	7th Apr 2019	350 students	Kingwood Ground, Kandy
Kurunegala	CIPM Cricket Fiesta 2018	24th Oct 2018	All past and current students of Kurunegala	Udawalpola Grounds, Kurunegala
	Student Get-together	15th Dec 2018	100 students	CIPM Kurunegala Regional Centre
Galle	Student Get-together	24th Oct 2018	150 students	CIPM Galle Regional Centre



Student Engagement Activities Kandy, Kurunegala and Galle

Standing Committee on Business School and Student Engagement

14. CIPM Conducts Leadership Development Programs for Prefects of Schools of North Western Province

A leadership development programme, 'CIPM for creating future leaders' was organised for school prefects on their Prefect Day. This programme took place at the Sir John Kothalawala Maha Vidyalaya Kurunegala on the 28th November 2018 with the participation of 100 prefects from leading schools.

15. Introduced Executive Certificate in Employment Law Programme

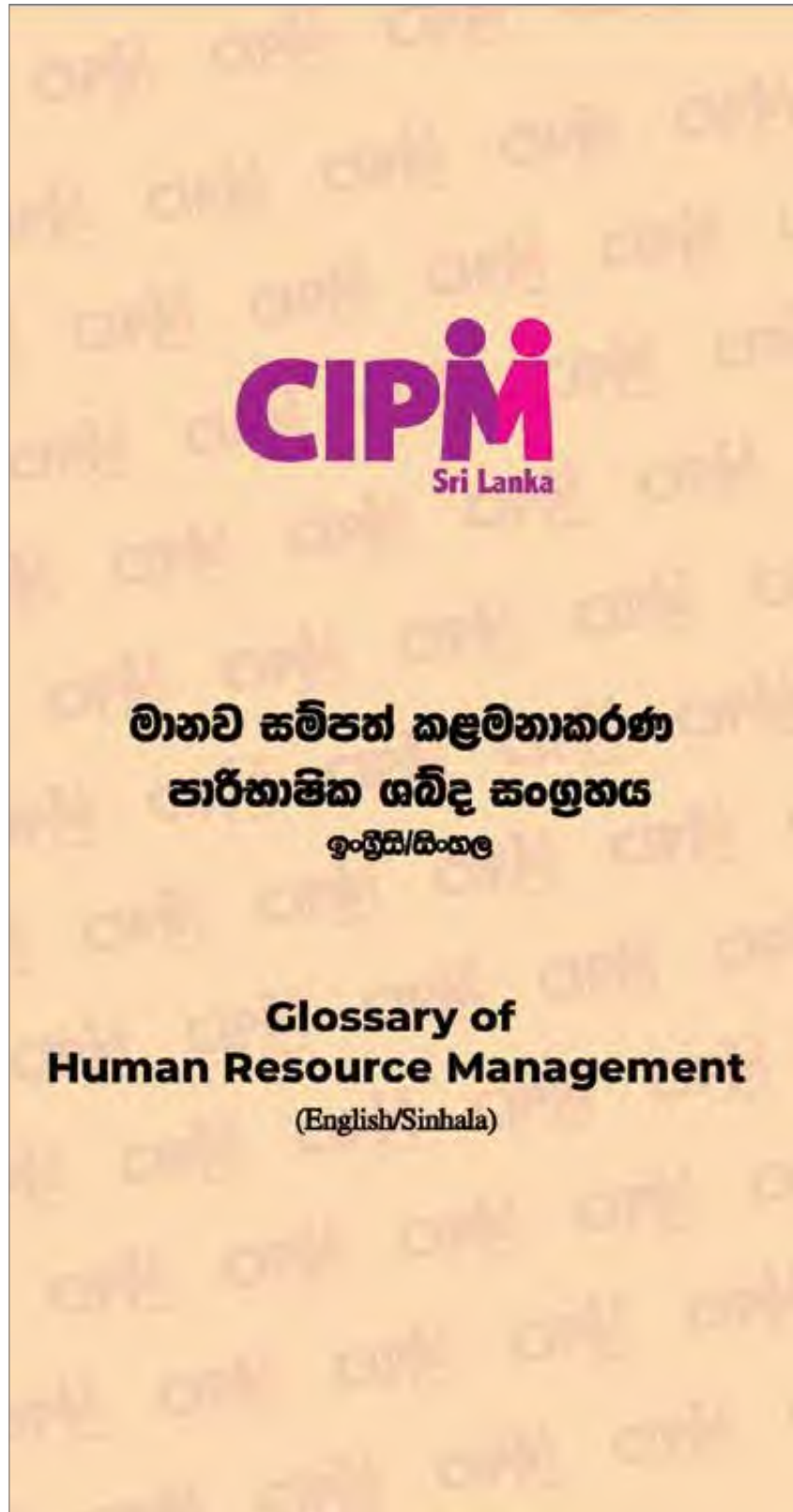
The Executive Certificate in Employment Law is an extensive programme especially designed to provide professionals in HR and other disciplines to deepen their knowledge and skills in the art of managing all-important areas of employment law for effective industrial relations. The syllabus contents cover a wide array of topics, which are essential in today's context of Labour Law. The first batch of this programme was commenced in the month of July 2019.

*Executive Certificate in
Employment Law*



16. CIPM New “HR Glossary”

To enhance the quality of the transfer of knowledge of HRM, CIPM took a vital step to design a “HR Glossary” for students and professionals studying & working in the HRM field. This exercise will fulfill an important requirement to introducing the HRM vocabulary for the use of HR & non-HR professionals.



HR-Glossary

Standing Committee on Business School and Student Engagement

KPI No.	Main KPI Description	Task	Remarks
1	Study Programmes and Expansions	Executive Certificate in Employment Law	1st batch commenced in July 2019.
		BSc Degree Programme (Salford University)	1st batch commenced in January 2019.
		Expansion of Kandy Regional Centre	The new wing opened in March 2019.
		Expansion of Kurunegala Regional Centre	The new branch opened in June 2019.
2	Quality Assurance	Introducing Lecturer Competency Framework (LCF)	LCF was successfully launched along with the LMS and in January 2019.
		Introducing PQHRM Academic Calendar	All four intakes were commenced with planned numbers of students.
3	Value Creation & Students Engagements	HR Glossary	1st Edition launched in July 2019.
		Graduation Ceremony 2018	Successfully Completed
		Graduation Ball 2018	Successfully completed
		NDTHRD Syllabus Review	1st batch with new syllabus commenced in January 2019
		Colombo	
		• Blood Donation	Successfully completed.
		• Book Drive	Successfully completed.
		• Cricket Sixes	Successfully completed.
		• Career Guidance activities and internships	More than twenty programmes were organised at Schools & universities
		Kandy	
		• Kandy Bash 2018	Successfully completed
		• Suriya Abhishekaya 2019	Successfully completed
		Kurunegala	
		• CIPM Cricket Fiesta 2018	Successfully conducted on 24th Oct 2018
		• Student Night	Successfully completed on 15th Dec 2018
		• Inter-school Debate	Successfully completed
		Galle	
		• Student Get Together	Successfully completed on 24th Oct 2018



Mr. Jayantha Amarasinghe
Chairman

Committee Members

Mr. Ken Vijayakumar, Mr. Janaka Kumarasinghe, Mr. Samitha Perera, Prof. Prasadini Gamage, Mr. Dillon Gomez, Ms. Shivanthi Wijesuriya, Dr. Neil Bogahalande, Mr. Laleen Katagodage, Mr. Athula Amarasena, Mr. Treasure Melchoir, Mrs. Rajee Ravichandran

Staff Representatives

Mr. P.G. Tennakoon, Mr. U.A.C. Obeyesekere, Mr. G. Weerathunga, Mr. Gopinath Subramaniam, Mr. Anushka Earskin, Mr. Indika Wijayasriwardana, Ms. Wathsala Nadeeshani, Ms. Lashika Liyanaarachchi, Ms. Udani Ranawaka, Ms. Sanjeeva Munasinghe, Mr. Sivasuriyar Sunthareswaran

Staff Coordinator

Ms. Heshyanthi Perera



Standing Committee on People Development, Facility Development & Compliance

Aligning with the strategic plan – 2019/21, organisation structure of the Institute was re-designed with the view of enhancing the operational effectiveness of the governing structure.

Overview

People Development, Facility Development & Compliance Committee was established as a new standing committee under the governance of the Council – 2018/2019. Having identified the broader need of a separate committee to address staff matters, this committee was formed during the current council year linking with facility and compliance components also to monitor under the specific committee.

Objectives

People Development

1. Attracting and retaining appropriate human talent for the Institute
2. Becoming the industry norm for best HR Practices
3. Carryout a job evaluation exercise and write job specifications for all jobs at CIPM; implementing a new grading system for all job roles of CIPM; carrying out a market salary survey and proposing a suitable procedure for offering compensation benefits; designing a salary banding structure covering all job grades;
4. Making proposals to the Council to redesign the Organisation Structure (adding new verticals / sharing responsibilities), in a way it aligns the Strategic plan.
5. Re-visiting and standardising all JDs aligning the new strategic plan, prepare JDs for new roles
6. Conducting a staff engagement survey
7. Re-visiting PMS model and setting stretched and measurable KRAs, training all managers on “how to do performance review”
8. Carrying out a detailed Training Needs Analysis covering all staff addressing both functional and behavioural capabilities.
9. Introducing a talent management model which identifies and develops core roles of CIPM and ensure that there is a succession plan through a Talent segmentation exercise.
10. Implementing a detailed COBC ensuring the ethical conduct is maintained at all times.
11. Ensuring all the above procedures are included in the HR procedure manual and that the relevant activities are carried out as per the manual.
12. Maintaining staff turnover rate below 20% throughout the year.
13. Organising Year-end staff get-to-gether with the support of all departments and invite staff members, Council and their families.
14. Facilitating Staff Annual Residential training programme as per the budget.

Re-designing the Organisation Structure

Aligning with the strategic plan – 2019/21, organisation structure of the Institute was re-designed with the view of enhancing the operational effectiveness of the governing structure. Accordingly, three new directorates viz Business School, Professional and Academic Affairs and Shared Services were introduced to the new structure clustering several divisions under each Directorate. With the new structure, number of direct reports to the CEO was curtailed to 05 Heads of Departments. Also, taken into consideration the future business needs of the Institute, following new cadre positions have been approved.

- Manager – Research & Development
- Assistant Manager – Examinations
- Assistant Manager – Business School
- Executive – Marketing
- Executive – Internship Operations
- Executive – Business Development & Expansion
- Coordinator – Quality Assurance
- Coordinator – HR

New staff policies developed

During the period under review following policies were drafted and approved by the Council on Talent Management, and Reward and Recognition.

- Talent Management Policy
- Employee of the Quarter
- Employee of the Year
- ‘I Value You’ reward

Standing Committee on People Development, Facility Development and Compliance

Staff Residential Training

Annual staff residential training programme for 2018 was held on the 20th & 21st November 2018 at the 'Club Palm Bay – Marawila' with the participation of around 70 participants including the CIPM staff members and Interns.

This programme contained sessions to develop leadership skills of staff; team-building exercises and a Talent Show to show-case aesthetic talents of staff.



Year-end staff get-together

A year-end party was organised at the Waters Edge – Battaramulla giving the opportunity for all members of the Council, members of the People Development Committee and the staff members to participate with their families and to enjoy. At this event staff with long years of service at the CIPM under the service categories of 5 years, 10 years and 15 years were recognised. The event comprised of several events including entrance gifts for all participants, games for kids under different age groups, photo booth to get free photos, face painting, DJ etc.





Promotions, Job Enlargements & Re-Designations

During the period under review, following staff members were promoted and the job scopes were expanded taken into account the outstanding performance measured against the set KPIs and loyal service to the Institute.

Name	Previous Designation	New Designation
Gopinath Subramaniam	Director Operations – Business School	Director – Shared Services
Chamika Amaratunga	Assistant Centre Manager – Kurunegala	Centre Manager – Kurunegala
Lahiru Nuwan Bandara	Assistant Manager – Premises Development & Services	Actg. Manager – Premises Development & Administration
Indrachapa Muwanwella	Executive – Member Services and Corporate Affairs	Assistant Manager – Member Services and Corporate Affairs
Buddhi Wijetillake	Coordinator – Examinations	Executive – Examinations
Chathurika Nilangani	Coordinator – Study Programmes	Executive – Study Programmes
Mamini Jayatillake	Coordinator – Customer Relations	Executive – Customer Relations
Kalana Gayan Senaratne	Library Assistant	Coordinator – Library
Indulak Subhashana	Assistant – Support Services	Multi-Duty Assistant

Further the following staff were re-designated during this period.

Name	Previous Designation	New Designation
Sanjeewa Munasinghe	Executive – Study Programmes	Senior Executive – Study Programmes
Janaka Kumara Silva	Junior Executive – Study Programmes	Executive – Study Programmes
Sewwandi Kumarapperuma	Junior Executive – Graphic Designer	Executive – Graphic Designer

Training and Development

Following training opportunities were extended to staff during the period under consideration.

- National Conference on Library and Information Science (NACLIS) – 2018
- Graphic Designing Basic Course
- Delighting Your Customers
- Great Place to Work Conference 2018

- Seminar on PAYE and WHT under the Inland Revenue Act No. 24 of 2017
- HR Boot Camp
- Budgeting for Non-Finance Managers
- SLFRSs Seminar Series
- Assessor Training for Accreditation of Bodies Certifying Persons
- Effective Leadership
- CPM Conference
- National IT Conference
- National Conference - CA
- Public Speaking

- Workshop on “The Psychology of Achieving your 2019 New Year Resolutions”
- Are you blocked with Block-Chain Strategy – Session by Mario Bojilov
- Automate Routine Tasks using Microsoft Excel Macros
- Personality Development & Corporate Etiquette
- Workshop on Be the Pride of Your Company
- Workshop on Risks and Legal Aspects of Software Projects

Standing Committee on People Development, Facility Development and Compliance

Overseas Training Opportunities

In order to provide overseas exposure, following senior staff members were extended opportunity in visiting overseas member organisations under staff exchange programmes and on invitation basis.

Staff Member	Designation	Visit to
Mr. P.G. Tennakoon	Chief Executive Officer	CIPD - UK
Mr. G. Weeratunga	Chief Officer / Director – Professional & Academic Affairs	CIPD - UK
Ms. Wathsala Nadeeshani	Senior Manager – Finance	Malaysian Institute of Human Resource Management (MIHRM)
Mr. Chandima Pinsiri	Senior Manager – Consultancy, Corporate Training & HR Services	Malaysian Institute of Human Resource Management (MIHRM)
Ms. Himali Dasanayake	Senior Manager – Member Services and Corporate Affairs	CIPD - UK

Further, during the period under review, Mr. Anurshka Eranga, Senior Manager – Programmes was nominated to participate at the National HR Convention and EXPO 2019 Exhibition hosted by the Maldives Association of HR Professionals (MAHRP) to promote CIPM programmes and Mr. Indika Wijesriwardena, Senior Manager – Examinations was given the opportunity in visiting Malaysia in recognising the contributions made in obtaining charter status of the Institute.

CIPM Internships

Being the National Leader in HRM, CIPM has extended internship opportunities to develop young adults who pursue professional studies pertaining to a field of their career choice. During the period under review, 10 interns were given opportunities for training at CIPM.

The consultancy on re-visiting the Performance Management model was completed covering the components of developing JDs and measurable KPIs for all staff together with the new templates introduced for performance evaluations and guidelines for evaluations.

Employee Engagement

In order to enhance inter departmental collaboration and teamwork, following employee engagement events were organised during the period under review.

Consultancy Assignments Completed

Under the review of the Committee, two consultancy assignments were carried out and completed during the period under review. Out of the two assignments, one assignment was included performing of job evaluation process and drafting of job specifications for all job positions available at the Institute; carrying out a market salary survey and proposing a suitable procedure for offering compensation benefits; implementing a new grading system and designing of a salary banding structure covering all job grades.

- Birthday celebrations of staff
- Staff Farewells
- Vesak Dansala
- Secret Santa gift sharing
- New year celebrations
- Annual staff cricket match





Facility Development

1. Ensuring the high quality standards of the facilities offered to the students and other stakeholders.
2. Maintaining the cleanliness of the premises at the highest level.
3. Ensuring proper maintenance and usage of the Institute's buildings.
4. Assessing and monitor the existing buildings, its usage and the refurbishment aspects on a continuous basis.
5. Broadening the infrastructure capacity of the Institute for long-term benefits.
6. Exploring the requirement of standby Power Generator for Kandy & other regional centres and provision of the same if required with council approval.
7. Planning and implementing modifications of entrance to the HR House building.
8. Provisioning of Modern class rooms with high-end projectors, sound systems, digital boards.
9. Feasibility study of Introducing Solar Power system to head office and reporting to council for recommendations and implementation if necessary.

Under the support and guidance of the subcommittee of facility development, the department of Premises Development was able to carry out numerous successful projects during the council year 2018/2019. These projects include expansions, refurbishments and property developments.

The 1st floor of the Kandy CIPM building was expanded during the month of December 2018, which now consists of four additional lecture halls with an additional capacity to facilitate 175 students. It also consists of two wash rooms and a store room. As a part of the expansion process the building was equipped with a separate 100Kva prime generator, in order avoid the problems faced during power interruptions.

With the intension of benchmarking with the industry standards, facility development committee considered the importance of providing the high quality projectors to the lecture halls. Accordingly, the necessary actions were taken to purchase 29 projectors to CIPM Centres.

The Head office library was given a complete transformation from the timeworn look to a modernised ambiance. This modification includes refurbishment of the following; furniture, flooring, new blinds, new lighting system. In addition to this, the department was also equipped with an automatic sensor door.

One of the main projects carried out at CIPM during this period was the replacement of the old VRFAC

system with a new Air Conditioning system. The longstanding unit was used for more than a decade. The system includes separate AC units for each department situated at the first floor. These departments are as follows. IT, HR, Consultancy, Maintenance, Quality Assurance and Marketing.

Moreover, the Finance department was modified. This modification includes the installations of a cash counter addressing a long lasted shortcoming. Further, an access control system was installed which would restrict unauthorised personnel to the department.

According to the Strategic plan requirement "Shared Services Department" was created at the 1st floor of the HR house building.

Adding to the list, shifting of the Examination Department from the Business School, to the first floor, a separation which was done according to the Strategic plan. The vacant space which will be created at the Business School with the shifting of the examination division, will be used for the expansion of the Business School. While the layout of the Business School will be reformed, it will also be modified and refurbished as a part of the same project.

Standing Committee on People Development, Facility Development and Compliance



Soft Opening of Professional & Academic Affairs Unit



Newly Renovated CIPM Knowledge Centre

Compliance

1. Developing and Standardising Procedure Manuals to cover all activities of different departments to align with the Strategic Plan.
2. Obtaining certifications such as ISO in order to optimise the resource utilisation of the Institute.
3. Adhering and practicing quality standards such as 5S, ISO, Quality Circle and other productivity enhancement initiatives.
4. Conducting periodic quality management initiatives within the Institute.
5. Devising a protocol manual for IPM
6. Maintaining quality standards

Won Merit Award for the National Quality Award Competition 2018

CIPMSL has applied for the National Quality Awards Competition 2018 which is organised annually by the Sri Lanka Standards Institution. Sri Lanka Standards Institution already announced winners of the National Quality Awards Competition 2018 and CIPM has won merit award under the medium scale, education category. This set of criteria is based on the criteria used for the Malcolm Baldrige National Quality Awards in the USA.

Organisations were evaluated under the structured evaluation model covering seven organisational perspectives which included as per the criteria such as Leadership, Strategic Planning, Customer Focus, Measurement, Analysis and Knowledge Management Workforce Focus Processes Management and Results. The National Quality Awards are recognised as Sri Lanka's most prestigious corporate awards. With the introduction of the evaluation scheme and criteria, many corporate establishments stepped forward to compete in the NQA this year.



Inauguration Ceremony of Quality Week 2018



Guest speaker speech by Prof. Chandana Perera

Commemorated CIPM Quality Week and World standard day and for the consecutive 6th year

World Standards Day is celebrated internationally each year on 14th October to raise global awareness on the important role quality plays in ensuring a nations' prosperity.

As the Nation's leader in HRM, The Chartered Institute of Personnel Management [CIPM] Sri Lanka, organised the 'CIPM Quality Week' for the sixth consecutive year in sync with the National Quality Week and the World Standard Day, held on 14th October 2018 to emphasise their constant focus on quality.

This year CIPM celebrated its quality week under the theme, "International Standards and the Fourth Industrial Revolution.". The CIPM Quality Week's inauguration session was held on 10th October 2018 with the participation of guest speaker Prof. Chandana Perera, Professor at Sri Lanka Institute of Information Technology. He did a marvelous presentation

and explained Fourth Industrial Revolution with example by relating to CIPM. This time, CIPM extended their invitation for CIPM students and Lecturers for the guest lecture.

The National Quality Week is an annual public awareness campaign that encourages individuals and organisations to focus on the importance of International Standards and the Fourth Industrial Revolution. The Institute also lined up a series of events and competitions in order to emphasise the importance of quality among its employees, students and other stakeholders.

CIPM continually strives to improve its brand image and increase market awareness as a quality focused institute through its Quality Week and aptly organised Kaizen Suggestion Competition, a Best Creative Design Competition, Poster and Cartoon Competition, Poem and Free Verses Competition. This competition, available to its students and staff was aimed at creating quality consciousness

amongst them and also to improve employee morale and team spirit; the best 5S practitioner, best 5S department & best Kaizen suggestion were picked from among the members of the staff.

The Institute was pleased that the 'CIPM Quality Week' benefited its employees, stakeholders and students alike by creating quality consciousness among them; also by developing an effective and efficient work environment. All winners of each category were presented a valuable gift voucher along with the certificates, CIPM Umbrellas by Chief Executive Officer and other invited guests.



Best 5S Department - 1st Place



Creative Design Competition - 1st place



Poem Competition - 1st place



Poster competition - 1st place



Puzzle competition - 1st Place



Students Poems Competition - 1st place



Students Poster Competition - 1st place

Standing Committee on People Development, Facility Development and Compliance

ISO 9001:2015 Surveillance Audit

Successfully completed the 2nd surveillance audit on ISO 9001:2015 from the Sri Lanka Standards Institution covering CIPM Head Office and regional centres as per the criteria and process compliance.

Internal Quality Audits

Successfully completed Internal Audits once in six months in every year. Internal audits are conducted by qualified and well trained internal auditors led by Manager Quality Assurance & Compliances in CIPM each and every department in the CIPM Head Office including Business School, Department of Examinations, Department of HR, Department of Quality Assurance & Compliance, Department of IT, Department of Finance, Department of Premises Development and Maintenance, Department of Marketing, Department of Consultancy, Corporate Training & HR Services, Department of Research & Development, Library & Secretariat. And also Internal

audits are conducted for CIPM own branches at Kandy, Kurunegala and Galle.

Standardise Procedure Manuals

As per the new CIPM Strategic Plan, the organisational structure of the Institute has been re-designed with the view of enhancing the operational effectiveness of the governing structure. Accordingly, three new directorates viz Business School, Professional and Academic Affairs and Shared Services were introduced to the new structure clustering several Divisions under each Directorate. Developing and standardising procedure manuals for each division are being done as per the action plan of QA and Compliance.

CIPM Logo Registration

The application was lodged with Intellectual Property department for new Logo registration and its in the process of Intellectual property department to register CIPM logos and Name.

TVEC Registration

The online application has lodged, completed verification audit and registered below mentioned courses with Tertiary and Vocational Education Commission.

- FCHRM, CCHRM, DHRM, PQHRM, NDTHRD, ECOSH
- Lead HR Auditor Programme, Management Development Programme, Executive Development Programme, Supervisory Development Programme.

Safety Initiatives

Annual first aid training programme was conducted for CIPM staff members including regional centers with Sri Lanka Red Cross Society.



Mr. Ken Vijayakumar
Chairman

Committee Members

Mr. Dhammika Fernando, Mr. Ajith Bopitiya, Ms. Wasanthi Vithanage, Mr. Saman Kotage, Ms. Erin Jesudasan, Ms. Chathuri Wimalanaga, Mr. Himel Perera, Ms. Ayesha Maldeniya

Staff Representative

Mr. P. G. Tennakoon, Mr. Gopinath Subramaniam, Ms. Ruwani Senevirathne, Mr. Lahiru Bandara, Mr. Bandu Jayaweera

Staff Coordinator

Ms. Wasana Liyanage



Standing Committee on Member Services and Events

The Committee supports the members to nurture and develop their true potential through training, education, networking and advocacy thus assisting them to progress as effective HR practitioners in their respective career domains.

Overview

CIPM is primarily driven and strengthened by its membership that plays a critical role in achieving the mission and goals of the Institute. Therefore, the Standing Committee on Member Services and Events was set up with the objective of working persistently towards the furtherance of the membership. This was carried out through safeguarding the best interest of its members and creating value for them via initiatives that enhance their professional and personal growth and development as well as fostering fellowship amongst them thereby uplifting the corporate image of the Institution. The Committee supports the members to nurture and develop their true potential through training, education, networking and advocacy thus assisting them to progress as effective HR practitioners in their respective career domains.

Objectives

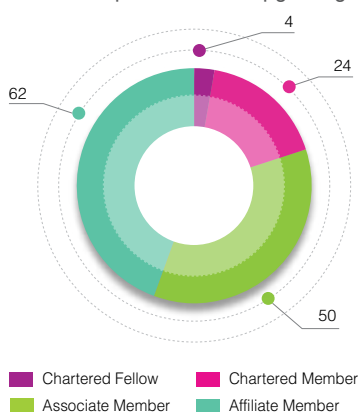
- Carrying out a Membership Drive and Organising an Open Day for potential members
- Carrying out a targeted advertising campaign to attract new members
- Taking initiatives to reach and enroll heads of HR of top corporates to the membership
- Suggesting constitutional (By Law) reforms to the council, facilitating expansion, streamlining and broad basing of new member enrollments
- Organising the induction ceremony for new members and ensuring that all the new members attend the induction ceremony
- Increasing the Roll by 30% at the end of the council year ensuring representation from many facets of fraternity
- Ensuring minimum 10% upgrades of the Roll to the next respective level throughout the year
- Organising 4 CPD seminars, guest lectures and other forms of evening “new knowledge” programmes for the benefit of members
- Planning and executing Members’ Day with at least participation of 250 paid up members before the end of council year
- Formulating the CPD scheme for members
- Updating and revamping member directory
- Organising events to enhance member engagement and to ensure their satisfaction
- Conducting events
 - ♦ Planning and executing the “Great HR Walk” with a view of collecting funds to help disable children with the participation of members, faculty and student in numbers and in collaboration with other HR clubs, groups and ETD arm of CMI
 - ♦ Planning and executing the “Great HR Quiz” with maximum participation and with a surplus
 - ♦ Planning and executing the ‘CEO’s Forum’ with maximum participation
- Revisiting the membership offering process for new applicants liaising with the Standing Committee on Audit Legal and Due Diligence for required By-Law Amendments
- Overseeing and helping the process of new member enrollment by the subject staff and reporting to the council of any obstacles and mishandlings

Standing Committee on Member Services and Events

Increased Member enrollments

The CIPM membership promotion through verbal and written communication to the potential members has been effective in increasing the membership in numbers. Accordingly, the number of members enrolled was upgraded from August 2018 to date as follows;

Membership Enrolments/Upgrading



The Committee also actively engaged in suggesting constitutional (By Law) reforms to the council in facilitating expansion, streamlining and broad basing of new member enrollments, and therefore, the By-Laws of the Institute was revised after the Special General Meeting which was held on the 23rd March 2019, at CIPM.

The revised By-Laws also included the simplified criteria for obtaining Affiliate Membership, where the PQHRM passed finalists can directly apply for the Affiliate Member category, without experience in HRM.

Induction Ceremony for New Members

A new member induction program, which served as a formal introduction to the new members to the Institute, was successfully conducted on the 9th February 2019 at CIPM Members' Lounge with the participation of over 60 new members.



The President of CIPM, Mr. Dhammika Fernando addressed the new members and warmly welcomed them to the CIPM member community. This event was valued by the participants as it also served as a platform to liaise with each other while familiarising with the culture, norms and values of the Institute.

CPD Seminars

The Committee organised a series of guest lectures under the theme 'Members' Eve' with the objective of supporting the 'Continuous Professional Development' of CIPM members, students and those who are in the corporate sector. The first session was conducted by Dr. Prasanth Nair under the theme, 'Role of Leadership in Technology Implementation', on the 25th September 2018 relating to the effective use of modern technology in the workplace. Dr. Prasanth Nair is armed with a Bachelor's degree and Doctorate and is specialised in blending the modern technology in the area of management.



The second CPD seminar was held on the 17th January 2019 under the theme 'The promise of Emotional Intelligence'. This seminar was conducted by Dr. Chandana Jayawardena, a Council Member and the Head of the Department of Agric Extension, Faculty of Agriculture of the University of Peradeniya.



The next CPD Seminar, which was conducted by Mr. Ameer Ahamed, was under the theme, "Foundation of Effective Leadership". The Seminar was held on the 26th March 2019.



The fourth CPD session was held on the 16th May 2019 at CIPM, and was conducted by Mr. Chathuranga Abeysinghe, the Lead Data Evangelist of MAS Holdings, who has assisted MAS in successfully establishing the Talent analytics function over three years and now leads the data science journey as the Lead Data Evangelist.

CIPM Members' Day 2019

CIPM Members' Day 2019 was held on the 6th July 2019 at Club Palm Bay, Marawila with the participation of over 200 members.



Standing Committee on Member Services and Events

CPD Scheme for Members

Going by the objectives of the Standing Committee, the CPD scheme for members was duly formulated and is currently available on the CIPM Website for the use of the members.

Management Movies

Member Services and Events Committee organised two Management Movies 'Spotlight' on the 14th March 2019 and 'Modern Times' on the 29th November 2018. A very good member participation was received on both the occasions and Mr. Samantha Rathnayake was the moderator for the two movies.

Great HR Walk

CIPM Sri Lanka organised the "Great HR Charity Walk" on the 26th January 2019 in aid of their "Play for All" social justice project. CIPM's "Play for All" project is aimed at fulfilling their quest for setting the trend for imparting social justice. The event, which was powered by main sponsor ATG Group of Companies, was a resounding success with the participation of over 800 members, students, staff, faculty members and well-wishers. The net proceeds from the "Great HR Charity Walk" will be utilised to upgrade the children's park in the BRC grounds in Colombo to include play equipment that would also cater to differently-able children. A Memorandum of Understanding to this effect was signed between CIPM Sri Lanka - President Mr. Dhammika Fernando and Ms. Jezaayar Hassendeen - Chairperson, Enable the Disabled Foundation.



The "Great HR Charity Walk" commenced from CIPM Sri Lanka head office in Colombo 5 and concluded at Campbell Park Borella where a fun filled evening of entertainment, enjoyment and camaraderie awaited the participants at the Carnival. Brand Ambassador of Enable the Disabled Foundation Dushyanth Weeraman also participated as a special guest at the event.

Great HR Quiz



CIPM held its "Great HR Quiz" on the 1st November 2018, at the Galadari Hotel, Colombo. Furthermore, CIPM successfully concluded the "Great HR Quiz" for the fifth consecutive year with the participation of approximately 60 teams comprising of leading Companies in the Mercantile & State Sector, Blue-chip and Multinational Companies.

Visiting Senior Fellow Members of CIPMSL

Member Services and Events Committee consistently focus on the welfare and development of the members of the CIPM. Hence, as one of the critical aspects of the committee, four members representing CIPM visited Mr. D.I.R. Fernando, Senior Fellow Member of CIPM, on the 4th September 2018. The

representatives from CIPM included three Members of CIPMSL and a staff member namely, Mr. Jayanta Jayaratne - Past President, Mr. Daya Bollegala- Past President, Mr. Jayantha Abeyaratne- Chairman Member Services & Events/Hony. Assistant Treasurer to the Council and Mrs. Himali Dassanayake - Senior Manager Member Services and Events.

Further, Mr. Mathupala and Mr. Prem De Silva also visited Mr. D.I.R. Fernando on the 7th March 2019.

As per the committee viewpoint, courtesy visits are an important part of Member Services in expressing CIPM's gratitude for their hard work and services concerning the Institute.

Ceremony to offer Insignia to Past Presidents & Chartered Fellows and to Felicitate Vice Admiral Piyal De Silva WWV, RWP, RSP, VSV, USP, ndu, Commander of the Sri Lanka Navy

It was a significant element of the Institute to issue cloaks and insignias to the Past Presidents, Council Members and Fellow Members of the Institute, which has also been imposed by the By-Laws. Accordingly, the Standing Committee on Member Services and Events took the initiative to create Cloaks and Insignias for the Past Presidents, Fellow Members and Council Members of the Institute. The awarding ceremony was held on the 5th April 2019 at the CIPM Members' Lounge with the participation of the CIPM Past Presidents, Fellows and Council Members, under the distinguished patronage of the Commander of the Sri Lanka Navy Vice Admiral Piyal De Silva WWV, RWP, RSP, VSV, USP, ndu, who is also a distinguished

Member of the CIPM. Apart from felicitating the Commander of the Navy and awarding the Insignias to the Senior Members, the Fellow Members were also awarded with the 'Chartered Fellow' Certificate at the ceremony.



Fellow Members were also awarded with the 'Chartered Fellow' Certificate at the ceremony.

Ceremony to award certificates to Chartered Members and to Felicitate Major General Shavendra Silva, WWV, RWP, RSP, USP, PSC Chief of Staff of Sri Lankan Army

Following the Institute obtaining the Chartered Status, this ceremony was organised to offer the 'Chartered Member' status to the members in the member category of the Institute. During the ceremony, the Chief of Staff of Sri Lankan Army, Major General Shavendra Silva, WWV, RWP, RSP, USP, PSC, who is a member of CIPM was also felicitated. The event was held on the 24th May 2019 at the 3rd floor of CIPM and followed by dinner.



A ceremony was organised to award the 'Chartered Member' status to the members in the member category of the Institute

Standing Committee on Member Services and Events

Ceremony of Associate Member Recertification

The Standing Committee organised an event for recertification of the Associate Member, after obtaining the Chartered status. The event was held on the 20th June 2019 at Waters' Edge with the participation of over 140 Associate Members. This was organised with the objective of encouraging them on a new path way towards "Chartered" status.



The Standing Committee organised an event to award the Associate Members of the Institute with CIPM branded Certificates.

Paduru Party

The Standing Committee organised by the CIPM Paduru Saajaya on the 22nd February 2019 at the 3rd floor of CIPM, with the participation of over 50 CIPM members. The participants were able to enjoy a sumptuous buffet dinner with music throughout.

Life and Critical Illness cover for Members

Member Services and Events Committee took the initiative to create a Life and Critical illness cover for CIPM Corporate members, with a value of Rs. 100,000/- for the life cover and Rs. 200,000/- for the critical illness cover. The cover is funded by the CIPM and is active since 1st May 2019.



Mr. Jayantha Abeyratne
Chairman

Committee Members

Dr. Lalith Wijetunge, Mr. M.C. Mathupala, Mr. Patrick Perera, Mr. Nishantha Premaratne, Mr. Prasanna Liyanage, Ms. Yasmin Shakir, Mr. Nilan Miranda, Mr. Upul Siriwardhana, Mr. K. Siriniwansa, Ms. Shalika Hewawickrama, Mr. Chandima Premachandra, Mr. Wimal Ferdinando, Ms. Priyanwada Munasinghe, Ms. Srimal Pathberiya, Ms. Dilanthi Samarathna, Ms. Gayathri Kariyawasam, Ms. Deepani Ranaweera, Mr. Kasun Nahallage, Mr. Malintha Bombuwala

Staff Representatives

Ms. Indrachapa Muwanwella,
Ms. Mamini Jayathilake, Mr. Vishan Weebedda

Staff Coordinator

Ms. Himali Dasanayake



Standing Committee on National Human Resources Conference (NHRC)

This year we will embark on a new paradigm shift in HR, as we RADICALLY REINVENT the local HR sphere, while making HR practitioners aware of the REALITY - which is that HR looks at the holistic persons wellbeing and not only the job function.

This year, the National HR Conference 2019 is scheduled to be held on 17th and 18th September 2019 at BMICH, Colombo under The Theme Radically Reinvented Reality: A new Paradigm for HR with three main dimensions "Digital, Spiritual and Environment." This year we will embark on a new paradigm shift in HR, as we RADICALLY REINVENT the local HR sphere, while making HR practitioners aware of the REALITY - which is that HR looks at the holistic persons wellbeing and not only the job function.

The conference which will take center stage will comprise of:

The Great HR Debate 2019

The 'Great HR Debate' is open to all private and public sector organisations who are interested in showcasing their intellectual capital. An event which is opened to both public and private sector organisations, that are eager to showcase the intellectual capital they possess. In addition, this exciting event will afford your employees a platform to

demonstrate their knowledge on one of the most relevant issues confronting modern day organisations. This year Great HR Debate is headed by Gp. Capt. Manoj Keppetipola.

Great HR Practices 2019

In order to appreciate and recognise the reinvented HR practices which will facilitate the future of HR, the Great HR Practices organised by CIPM Sri Lanka will be held for the 03rd time this year.

The 'Best Practices' submitted by organisations will be evaluated by an elite panel of experts on the basis of the degree of value creation within the business landscape. While the winning organisations will get the opportunity to present its tried and proven 'best practices' to the HR fraternity at the NHRC 2019. Great HR Practices will be headed by Ms. Rajee Ravichandran.

Standing Committee on National Human Resources Conference (NHRC)

The National HR Exhibition

The National HR Exhibition, a featured event of the National HR Conference aims at creating a platform for the providers of next generation HR products and services to showcase their innovative solutions to an influential and captive audience comprising top business executives, policy makers, industry experts, thought leaders and HR practitioners. Mr. Milinda Sirinanda is the Chairman of National HR Exhibition.



NHRC Media Briefing - Held on 18th July 2019

CIPM Life Time Gold Award

True HR Professionals with remarkable talent, exceptional vision

and excellence will be recognised through CIPM Life Time Gold Award. Mr. Dhammika Fernando President CIPM Sri Lanka is the Chairman of CIPM Life Time Gold Award Committee.



The Great HR Debate 2019



National HR Conference Team



Mr. Ajith Bopitiya
Chairman

Committee Members

Mr. Priyantha Ranasinghe	Deputy Chairman
Mr. Dhammika Fernando	Chairman – Life Time Gold Award 2019
Mr. U.A.C. Obeysekere	Chairman – Technical Committee
Ms. Rajee Ravichandran	Chairman – Great HR Practices 2019
Mr. Milinda Sirinanda	Chairman – National HR Exhibition 2019
Gp. Capt. Manoj Keppetipola	Chairman – Great HR Debate 2019
Mr. Jayantha Abeyrathne, Mr. Jayanath Abeywardena, Mr. Mangala Susantha,	
Mr. Tyrell Premachandra, Mr. Meditha Karunathilake, Mr. Indika Ranathunga,	
Mr. C. Hewapattini, Ms. Shiwanthie Wijesooriya, Ms. Harshani Santiago	

Staff Representatives

Mr. P.G. Tennakoon, Mr. G. Weerathunge, Mr. Gopinath Subramaniam,
Ms. Himali Dasanayake

Staff Coordinator

Mr. Indika Wijayasriwardana



Standing Committee on Audit Legal and Due Diligence (ALDD)

The committee carries out the due diligence of all areas of the Institute covering Finance, Human Resources, Membership matters, Recruitment of staff, purchasing producers, systems and processes, system audits, land & buildings, and all other relevant areas, when the due diligence is an essential component.

Standing Committee on the audit, legal and due diligence is responsible in ensuring that the following areas are driven in an acceptable manner.

Audit Functions

The committee ensures checks and balances in respect of all financial matters. It time and again examines and obtains information and data as it deems necessary to determine the scope of financial transactions and ensures a foolproof system as per ongoing internal audits as well as external audit roles.

Due Diligence

The committee carries out the due diligence of all areas of the Institute covering Finance, Human Resources, Membership matters, Recruitment of staff, purchasing procedures, systems and processes, system audits, land & buildings, and all other relevant areas, while due diligence is an essential component.

Legal

The Committee reviews legal matters, governance and CIPM By-laws to ensure, excellence in requested areas. The committee advises the Executive Council on remedial action to be taken. The

Committee will seek legal advice from legal firms or an Attorney at Law on matters requiring attention of legal personnel.

Transparency

The Committee ensures that all transactions are carried out in a transparent manner and all financial matters are transparent at all times. Towards the end they will liaise with standing committees and internal departments as necessary to check and ascertain details on their work processes, transactional audit aspects etc.

Objectives of the committee

1. Formulate a standing committee budget in line with the strategic plan, get approval from the CIPM Council and work within same throughout the year
2. Monitor the conduct of Financial and Process Audits on time with appropriate standards as directed by the Council & advice for corrective action for any non-compliance and deviations
3. Oversee financial & legal compliance within the entire Institute which comes within the scope of the Audit, Legal and Due Diligence Committee.

4. Direct relevant officers to complete the work of financial policy and procedure manual.
5. Advise and facilitate the development process of Standardised Procedure Manuals undermentioned where necessary upon the request of relevant committees'.
 - a. Membership Services and Development
 - b. Business School
 - c. Shared services
 - d. Standing committee functions, progress reviews & regional centre meetings
 - e. Audit, legal & due Diligence
6. Direct and encourage Initiation and inculcation of good governance practices to prevent 'Conflict of Interest' and advise to minimise 'Moral Hazard' in matters pertaining to Audit, Legal and Due Diligence Committee.
7. Oversee management of resources prudently, and avoiding unauthorised transactions, items of contentious nature and managing inefficiencies where matters fall within the scope of Audit, Legal and Due Diligence committee.
8. Monitor internal audit findings periodically and make appropriate recommendations to the Council where necessary.
9. Advise and guide the respective departments upon their request made to the Audit, Legal and Due Diligence Committee to formulate effective measures to adhere to the compliance of Institute's policies and guidelines in order to maintain highest standards through good

Standing Committee on Audit Legal and Due Diligence (ALDD)

corporate governance practices to satisfy the interest of all stakeholders.

10. Make recommendations to mitigate any institutional risk which is reported to the Audit, Legal and Due Diligence Committee where appropriate which comes within the preview of the Audit, Legal and Due Diligence Committee.
11. Ensure the Annual Financial Audit is carried out on time and Guide the implementation of Auditors recommendations.
12. Take action as appropriate on any litigation against the institute and update the Council on the matter concerned.
13. Liaise with specific Standing Committees to determine the amendments of any such By-laws where necessary. Facilitate any changes as necessary, as per final strategic plan of CIPM.
14. Oversee proper due diligence is followed in all major transactions such as acquisitions, investments and expansions which come within the purview of the Audit, Legal and Due Diligence Committee.

15. Re-examine the present agreements and MOUs that are entered with CIPM and report to council if there are any errors or/and omissions, any adverse terms, clauses and objectives that are non-compliant with CIPM vision and standards or any other statutory legislation.

16. Direct and guide relevant officers to obtain registration of Intellectual properties of CIPM (LOGO etc)

17. Propose to the Council to initiate a permanent legal advisory service/unit on comparison to other similar professional bodies/ organisations.

Chartered Institute of Personnel Management (CIPM) Sri Lanka selects both Internal and External Auditors on annual basis. The audited period is from 1st January to 31st December. The Internal Auditor for the current year is B R De Silva & Co 2019/2020, and External Auditor is BDO Partners.

Inter – Quarter Audit Report Review

The ALDD committee reviews audit reports quarterly to ensure the proper

usage of financial management, business policies, practices, compliance with applicable laws, regulations, Policies, Procedures, manual, standards and best practice guidelines.

ALDD monitors and assesses management's responsiveness to internal audit findings and recommendations and evaluates the process that CIPM has in place to monitor and assess the effectiveness of the internal audit.

ALDD 2018/2019 has also taken an initiative to evaluate the recommendations given by the Auditors, and the responses provided by the management of CIPM.

By Law Amendments to Suit the Charter Status

ALDD and the Strategic Planning committees reviewed and recommended changes to the By-laws to be applicable to the recently received 'Charter' status. The new By-laws of the Chartered Institute of Personnel Management (CIPM) Sri Lanka are also available in the Institute website.



Mr. Priyankara Seneviratne
Chairman

Committee Members

Mr. Soloman Sumanasooriya (Deputy Chairman), Mr. Upul Siriwardhana, Mr. Prasanna Liyanage, Ms. Sudharshani Wijesinghe, Mr. Chandima Premachandra, Mr. Amal Dias, Ms. Anuruddika Senevirathne, Mr. Sushan Alwis, Mr. W.M.L.A.P. Wijetunge, Mr. M.C. Mathupala, Mr. M.N.J. Jayaratna, Mr. Sumanadasa Gamage, Mr. Chandima Ramasundara

Staff Member

Mr. P.G. Tennekoon, Mr. G. Weeratunga, Mr. U.A.C. Obeyesekere, Mr. Gopinath Subramaniam, Mr. Indika Wijayasriwardana, Mr. Anushka Earskin, Ms. Wathsala Nadeeshani, Mr. S.Sivasuriyar, Ms. Chandi Kumari

Staff Coordinator

Mr. Lanka Peiris



Standing Committee on Strategic Planning and Professional & Academic Affairs

CIPM Sri Lanka, the Nation's Leader in Human Resource Management unveiled its 3-year strategic plan (2019 – 2021) on 16th January 2019, to fulfil its ever increasing obligations towards all its stake holders.

With the conferment of the much sought after Charter status, CIPM Sri Lanka, the Nation's Leader in Human Resource Management unveiled its 3-year strategic plan (2019 – 2021) on 16th January 2019, to fulfil its ever increasing obligations towards all its stake holders, namely members, students, staff, faculty, client organisations, the state and the society at large.

The Committee met on 10 occasions during the council year.

In its quest to pursue the multiple goals and objectives, the relevance of CIPM's Vision and Mission was critically evaluated and it was agreed to retain Vision and Mission unchanged.

Vision

"To be a guiding force and global leader in developing & managing human capital".

Mission

"Developing innovative practices for unleashing human potential".

Key Strategic Goals – 2019-2021 can be summarised as follows:

- (1) To be a professional membership centered organisation
 - Separation of the Professional & Academic Affairs(P&AA) unit and the Business School under the same council
 - Strengthening of the membership value proposition
 - Significantly increase membership
 - Establish clear qualification equivalency with a recognised authority
 - Improve the competencies of members
- (2) To position CIPM as the National Authority in HR
 - Gain acceptances with the government
 - To be nationally recognised as the premier professional qualification in HR
 - Penetrate the public sector
- (3) To be the reference point for best HR knowledge & practices in Sri Lanka
 - Adoption of best HR practices internally
 - Best HR reference facility

- (4) Provision of best in class HR consultancy & services, training, applied research, and publications
 - To be the reference point for HR Consultancy, Training, HR services and applied research
 - Provide a full suite of HR consultancy, Training & HR Services to the industry
- (5) To be the benchmark Business School among Professional Institutes in Sri Lanka and the region
 - The top-quality panel of lecturers
 - World class teaching/learning methods & material
 - Excellent student facilities, services & activities
- (6) Internationalisation of activities of the organisation
 - To expand the services of CIPM to the region
 - Develop collaborations internationally
- (7) Thrust towards digitalisation throughout the Institute
 - Commence the adoption of digital technology across all aspects of the Institute.

The Strategic Plan has set the direction for CIPM Sri Lanka to be a professional membership centered organisation, and its activities will be benchmarked against the Chartered Institute of Personnel Development (CIPD), the top HR professional body in the UK. This will help raise the bar for the entire HR profession in Sri Lanka. The new strategic plan will help open up new vistas for the HR fraternity including the moulding

Standing Committee on Strategic Planning and Professional & Academic Affairs

of aspiring young HR leaders and equip them with world class HR competencies and practices.

Other initiatives that will be given priority in the strategic plan will be the internationalisation of HR, digitalisation technology and domain related IT systems such as ERP, LMS. CIPM will also focus on building rapport with national HR policy makers with a view to becoming the reference point for best HR knowledge and practices

in Sri Lanka. Furthermore, in order to strengthen the links with the industry, CIPM's consultancy, training & HR services will take on a more prominent role by providing best in class HR consultancy, training, HR services and Applied research while increasing engagement with private and public sector organisations.

The strategic plan emphasises the importance of developing the HR knowledge base by encouraging

more primary and secondary research efforts in HR by setting up the largest HR Research Facility in the region. In order to nurture young and aspiring HR talent, the CIPM Business School will be upgraded to be the benchmark of all professional institutes in Sri Lanka and the region.



Launch of the CIPM Strategic Plan 2019 - 2021



Mr C Hewapattini
Chairman

Committee Members

Dr. Jayantha Pathiratne, Mr. Dhammika Fernando, Dr. Lalith Weragoda,

Staff Representatives

Mr. P.G. Tennekoon, Mr. G. Weeratunga, Mr. U.A.C. Obeyesekere,
Mr. Gopinath Subramaniam Mr. Indika Wijayasriwardana,
Mr. Anushka Earskin

Staff Coordinator

Ms. Ruwani Senevirathne



Standing Committee on Research, Publications and Library Development

All initiatives & activities of this committee were to align with the objective of creating a “Research Culture” at CIPM. Upgrading the library to a world class facility, Research grant of Rs. 1.5 Mn per annum for its membership, provide numerous opportunities for the membership to showcase their research activities through the ‘Research Symposium’ and the ‘HR Perspective’ journal, establishment of ‘CIPM Applied Research Centre’ are few examples of carefully carried out activities towards achieving this goal.

Overview

CIPM has reached great heights in many fronts and is being looked up to as a trend setting organisation in the professional circle. In this backdrop, governing council unanimously decided to place greater emphasis in the area of research with the objective getting into the next league for the benefit of all stakeholders in general and the membership in particular.

CIPM was insistent in inspiring a ‘research culture’ at the Institute through encouraging young researchers to share their studies, surveys and publications across a wide spectrum of educational and business entities, thereby divulging the HR practitioners to new knowledge, insights, and learning opportunities. In this sense, the Standing Committee on Research and Publication was established to carry forward this research

perspective through investing in new initiatives that respond to the most persistent issues in the field of HR. Accordingly, the Standing Committee has undertaken many initiatives for knowledge sharing and fostering better relations amongst its key stakeholders; the research community comprising the academia, mentors, advisors, consultants, employers and employees.

As the nations’ leader in people management, the CIPM Research Centre will address research gaps at the organisational, industrial, national and regional level in the field of Human Resource Management, thereby becoming the preferred research partner while utilising the income generated through research for further enhancement of the research culture of the Institute. In further strengthening the ‘research culture’, a Ph.D. grant of Rs.2 Mn per

annum and a research grant of Rs.1.5 Mn per annum is offered to members of all categories in retaining their motivation.

Objectives

- To engage with CIPM faculty, staff, students, and research scholars to create a rich research culture at CIPM
- To conduct collaborative research with APHRM member countries and operate the CIPM Research Centre as the “Regional Research Hub.”
- To address research needs of organisational, national & regional level
- To contribute to increase research quality of the students
- To provide academic support to improve the standards of dissertations
- To fulfill the research requirements of local and foreign clients in the state and private sectors
- To establish and maintain short and long-term sustainable partnerships with other research Institutes in the region and worldwide

Activities during the year

1. Graduates’ Employability Survey

Ensuring employability and post qualification career growth of the PQHRM graduates being a key concern of CIPM Sri Lanka, a survey is currently going on.

This could be achieved only upon identifying the critical elements in advance and determining the causes of the relevant issues. In

Standing Committee on Research, Publications and Library Development

this regard, the practicality and effectiveness of the particular HR course in relation to the labour market is of vital importance. However, the present awareness of this particular correlation is inadequate to make a proper assessment - important factors of HRM, with the objective of making recommendation for further improvements to the curriculum.

Therefore, the Research and Publications Committee have initiated a comprehensive study to address this lacuna and gain an understanding of the issues relevant to employability of PQHRM graduates. This project will provide pertinent information on employability of HR professionals that would aid the PQHRM graduates in making 'informed decisions' regarding their career path apart from assisting the students in selecting appropriate HR courses based on factual data. The primary objective of this survey is to understand the ways in which to align and reform the PQHRM study programme for the betterment of stakeholders.

2. CIPM Research Symposium

CIPM Research Symposium being a key activity of the Research, Publication and Library Development Committee, it was decided to further elevate the standards of the symposium and the committee appointed Dr. Chandana Jayawardena, as the Symposium Chair of CIPM Research symposium 2019. Being a council member and an erudite academic, he tirelessly worked with the committee towards redesigning the Symposium to enhance the CIPM research culture by materialising the academic

efforts of HRM community thereby fulfilling the aspirations of the public at large. The CIPM Research Symposium (CIPMRS) was organised to disseminate research and development findings in relation to creative innovations in the Human Resource Management (HRM) and related areas for the benefit of students, academia, researchers, industrialists, government and non-government officials and the public. Further, the Research Symposium aim to carry out an annual compilation of publications making them accessible, transparent, lucid, and defendable to the participants.

In comprehending the necessity of an academic culture that comprise of a well-defined set of discipline to materialise the academic efforts of the CIPM community in fulfilling the aspirations of larger community, the CIPM attempt to provide guidance and directives by collaborating with academics, professionals, and others to develop an academic culture unique to CIPM. This has also assisted in enhancing the contributions of other institutions

and organisations in Sri Lanka and overseas.

As there is an amplitude of local and foreign collaborative research on HRM undertaken by CIPM and other institutes, CIPM Research Symposium would be the forum to disseminate these findings and exchange viewpoints in Sri Lanka. This will also be a platform to facilitate the continuation of research while retaining the motivation of researchers in finding better solutions to problems. In this sense, CIPM Research Symposium would be a unique forum for researchers, especially in Sri Lanka, to demonstrate their capabilities with confidence while, becoming the best outreach activity in HRM Research.

This Research Symposium consists of research scholars/practitioners, CIPM members, students, and stakeholders who are engaged in the field of HRM. The symposium was held on 11th July 2019 at BMICH, Colombo from 8.30am – 5.00pm.

CIPM Research Symposium's inauguration session included a Key Note of Dr. Wilson Wong,



Chief Guest and Keynote Speaker for Research Symposium

Head of Insight & Futures, Chartered Institute of Personnel and Development (CIPD), United Kingdom and the plenary session was led by renowned HR practitioners including the three parallel technical sessions for HR practitioners/CIPM members, CIPM students, and university students. Further, a poster session was conducted as part of the symposium.

CIPM Research Symposium facilitate awards for different categories including best research presentation, and poster based on the scientific merit given by a panel of judges.

3. HRM Perspectives Journal

'HRM Perspectives' is a peer-reviewed journal published bi-annually by the Research & Publication Committee of CIPM. The prime objective of the journal is to promote research work of membership whilst showcasing scholarly articles of leading national and international researchers in order to improve the quality of the journal.

Past two years the committee made a conscious decision to encourage and facilitate students and members to develop their research to the standard of a journal publication. It is encouraging to note the response resulting in 60% of publications coming from its students and members.

We are also pleased to inform the Committee's current efforts towards upgrading the HR Perspective journal as an "Indexed Journal".

4. CIPM Knowledge Centre

The CIPM Knowledge Centre is one of the most sought-after resource centres of the country's HR fraternity stocked with a rich collection of HR and business management books, Journals,

sample project reports, business directories and a comprehensive collection of academic and business centric information vital for both students and the members.

To further encourage students and the membership, Committee embarked on a project to convert the CIPM Library to a state of the art knowledge center with emphasis on e-library facilities enabling the members to access latest high quality journals and books from any part of the world.

Pleasant and comfortable ambiance in the new knowledge centre has significantly increased the enrolment of new members and the patronage.

Objectives of the year - 2018/2019

1. Motivating and promoting the use of library facility
 - Invested on purchasing Emerald Online Journals, Pearson and EBSCO e-books.
 - Fully equip the library with modern computer equipment to facilitate the easy access of the e-books and journals.

- An agreement was signed between CIPM and Asia Foundation to increase hard copies of books for the library.

2. Increase the library membership by 20%

- Providing the library membership for the students who follow long term courses.
- Proposed to facilitate corporate bodies, non CIPM personnel such as university students in any other institutions, other professionals, and foreigners to obtain library membership

Long Term Objectives

- I. To achieve the status of National HR Library in the country
At present, CIPM is a member of the National Library Service Board and Documentation Centre (NLSBD).
- II. To provide Island wide library facilities through CIPM branches

The branch libraries in Kandy, Galle and Kurunegala was upgraded through enhancing collection of management books and journals.



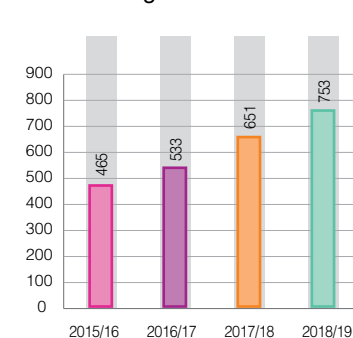
Soft opening of CIPM Knowledge Centre

Standing Committee on Research, Publications and Library Development

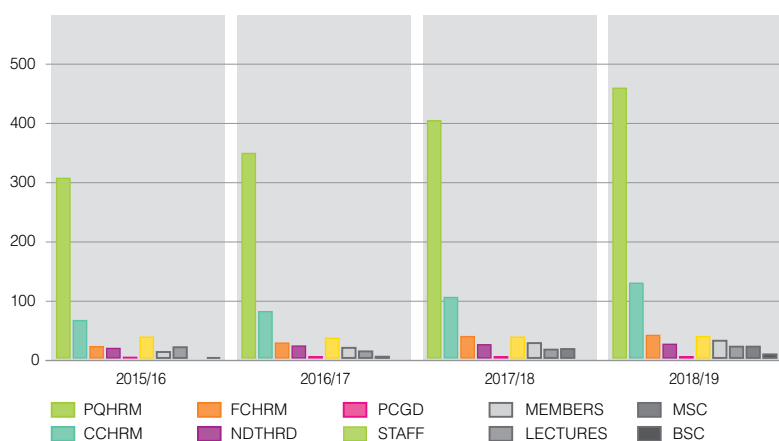
Lending Comparison

Category	2015/16	2016/17	2017/18	2018/19
PQHRM	303	345	400	455
CCHRM	63	78	102	126
FCHRM	19	25	36	38
NDTHRD	16	20	22	23
PCGD	1	2	2	2
STAFF	35	33	35	36
MEMBERS	10	17	25	29
LECTURES	18	11	14	19
MSC	-	2	15	19
BSC	-	-	-	6
TOTAL	465	533	651	753

Total Lending Growth



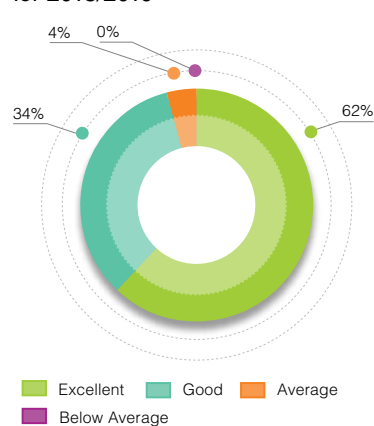
Study Programme wise-Lending Growth



Students Feedback Summary for 2018/2019

Grade	Percentage (%)
Excellent	62%
Good	34%
Average	4%
Below Average	0%

Students' Feedback Summary for 2018/2019



New look CIPM Knowledge Centre

The e-library facility and computer lab were opened on 24th May 2019 at the Head Office in Colombo 5. This initiative was spearheaded by Dr. Neil Bogahalanda, Chairman of the Standing Committee - Research Publication and Library Development. Both the facilities were declared open by CIPM President Mr. Dhammika Fernando at the soft opening ceremony held with the participation of members of the council, CEO, past presidents, members and staff.



New look CIPM Knowledge Centre

With the development of e-library facility, steps have been taken to move towards a virtual library by reducing a considerable number of hard copies. This platform is expected to offer flexible ownership options based on the number of simultaneous users and to encourage the users to upgrade their knowledge by accessing 'soft books' as and when required which is available at their fingertips. This initiative is expected to considerably increase the user capacity.

5. CIPM Applied Research Centre

The committee addressing a long felt gap in national applied research, CIPM Applied Research Centre was established under the CIPM umbrella. Committee is in the state of consolidating center, but pleased to inform the progress made on few national level applied research assignments. CIPM Applied Research Centre will operate as a profit center and bound to be of national service whilst providing great opportunities with research appetite to actively engage in applied research.

It is encouraging to note the APFRM's agreement on principal to treat CIPM Applied Research Centre as the "Regional Research Hub" leading the path for collaborative research activities at regional level.



Dr. Neil Bogahalanda
Chairman

Committee Members

Dr. Chandana Jayawardena, Dr. (Ms) Sepali Sudasinghe, Dr. Jayantha Pathirathne, Mr. Indika Kaluarachchi, Gp. Capt. Manoj Keppetipola, Mr. Rathnasiri Senadeera, Mr. Udaya Rathnayake, Col. Saman Jayawicrama, Mr. Amal Dias, Ms. Heather Fernando, Ms. Lakmini Rajapakse, Ms. Nilmala Angulugaha, Mr. Saminda Kalmith, Mr. Janaka De Silva, Ms. Dilanjani Weeratunge, Ms. Rajini Kannangara, Ms. Devani Konara, Mr. Kasun Nahallage, Mr. Ahamed Hannan, Ms. Wishwani Amarakoon

Staff Representatives

Ms. Kamani Perera, Ms. Upeksha Kodikara



Standing Committee on Editorial

An online version of 'People Power' magazine was also launched and could be viewed on <http://peoplepower.ipmlk.org/>.

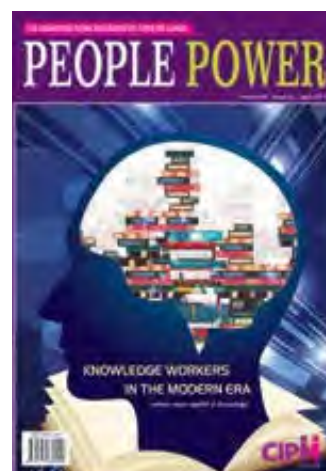
The 'People Power' magazine is dedicated to the member community of CIPM Sri Lanka and continues to improve on its primary objective of 'promoting knowledge building and information sharing on current issues dominating the HR profession amongst members of the HR fraternity'. The magazine was continuously improved, rescoped and redesigned during the year based on member feedback that suggested for a more practical focus in increasing the appeal to the HR managers and business partners while retaining articles of interest to the entire HR community.

The magazine which evokes discussion and debate on important topics among HR professionals, is circulated among all national

universities, professional institutes and international human resource management bodies including APFHRM member countries, and CIPD UK.

An online version of 'People Power' magazine was also launched

and could be viewed on <http://peoplepower.ipmlk.org/>. This initiative is a value addition to the HR profession while even allowing the members and the HR fraternity overseas to join the CIPM reading fraternity. The editorial committee ensured wider member participation in the publication through obtaining articles and interviews from CIPM membership and the committee has been successful so far in securing the contribution of the members for the publication.



Gp. Captain Manoj Keppetipola
Honorary Editor

Committee Members

Ms. Harshani Santiago, Ms. Heather Fernando, Mr. Amal Dias, Ms. R.N. Lakmini Rajapaksha, Mr. Samiddha Rathnayake, Ms. Nilmala Angulugaha, Mr. Janaka De Silva, Mr. Udaya Rathnayake, Ms. Rajini Kannangara

Staff Representatives

Ms. Upeksha Kodikara
Mr. Kalana Senarathna



Standing Committee on Consultancy, Corporate Training and HR Services

This is the only arm of CIPM other than the Business School which was initiated to generate revenue to the Institute, whilst imparting its expertise towards socio-economic development of the Country.

Role

The primary role assigned to the Standing Committee on Consultancy, Corporate Training, and HR Services is "Promoting CIPM Sri Lanka as a leading service provider in the areas of Consultancies, Corporate Training and HR Services to organisations"

The Corporate Training unit was established to cater to the needs and wants of the organisations in a broader perspective to augment the services of the Business school by imparting its expertise towards socio-economic development of the Country.

The Members of the Committee have always endeavored to accomplish its objectives of sharing and transferring knowledge, skills, and attitudes to enhance the human capital of organisations in Sri Lanka. Accordingly, during the Council Year 2018/2019, the Committee initiated many HR and Non-HR related workshops, consultancies and HR services for Corporate clients and the HR fraternity, aligning with the new strategic plan of CIPM Sri Lanka.

Objectives

- Formulating a Standing Committee budget with a 40% increase over the last year's budget in line with the strategic plan
- Carrying out HR & Management related consultancy services for corporates
- Designing & conducting Human Capital Management programmes for corporates at a profit by developing feasible programmes
- Strengthening the Consultancy arm by expanding the pool of consultants
- Linking with the corporate sector to publicise job vacancies for CIPM Members (HR Job Bank/listing service)
- Organising evening sessions related to HRM for the public at a reasonable price
- Conducting at least 2 public training programs/workshops per month in order to meet the budgets
- Conducting workshop/seminars at the regional level to achieve the budget and to contribute to the bottom-line of the entire division
- Introducing a consultancy evaluation system where the corporates would mark the ratings
- Enhancing the brand image through Consultancies, Seminars and Workshops conducted
- Conducting two more certified programmes such as Certified Auditor Programme for the Council year
- Launching two short term programmes such as Executive Development and Supervisory Development for the Council year
- Ensuring the profitability of each Programme conducted by the Consultancy, Corporate Training and HR Services Committee
- Functioning as one of the key profit centers of the Institute
- Designing, promoting and conducting top-class HR for Non-HR programmes
- Conducting comprehensive research among corporate and government sectors to identify their needs
- Publishing HRM Related Articles in daily and weekend newspapers
- Conducting two flagship programmes with foreign collaboration
- Establishing a subscription-based HRM Corporate Advisory Service

Standing Committee on Consultancy, Corporate Training and HR Services

Key achievements

The Standing Committee on Consultancy, Corporate Training and HR Services is delighted to report that the Committee was successful in recording the highest revenue during a Council year for the year ending 31st July 2019. Incidentally, the recorded figure during the current Council year is the highest that has been reported since the establishment of this unit in the year 2012 and marks a growth of more than 25% over the previous year.

This landmark achievement has been made possible thanks to the untiring efforts of the Committee members who ensured their active contribution and presence at the regular meetings, and the staff.

It should be reiterated that one of the primary functions of the Committee is to oversee all activities pertaining to the services provided by the Institute in terms of consultancy, workshops and

HR services in order to ensure that the highest quality is maintained with regard to all such services, as these assignments are secured in a competitive environment. The consultants are required to adhere to quality parameters and should report to the Committee on a periodic basis, until the assignments have been successfully completed.

Certified HR Auditor Programme - 5th Batch

CIPM Sri Lanka together with T.V. Rao Learning Systems of India jointly conducted the 5th “Certified HR Auditor” Programme in Colombo, producing 22 certified HRD Auditors in Sri Lanka thus producing a total of 127 “Certified HR Auditors” in both local and multinational blue-chip companies including three from the Maldives.

Through this unique programme, participants were given insights into how well they could uplift the standard of HRD practices in an organisation through the

application of an HRD Audit and HR Scorecard. The five-day program was conducted by Prof. T.V. Rao, Chairman of TVRLS and Ms. Nandini Chawla, Chief Executive officer/Co-founder of TVRLS.

Executive Development Programme (EDP)

In today’s complex, fast-paced, competitive environment, executives must be adept at moving quickly to build new leadership capabilities. The CIPM Executive Development Programme (EDP) prepares fast-track leaders to move from mastery of one focused area to success in a broader role, priming them for greater leadership responsibility in large companies and organisations. During eight intense and transformative weeks, participants will expand their business acumen in key areas while benefiting from the expertise of the resource personnel from a wide variety of industries, functional areas, and cultures.



Certified HR Auditor Programme

Management Development Programme (MDP)

The Management Development Programme (MDP) is an investment for those who hold a managerial role. A concept of CIPM Sri Lanka, the MDP directly influences the success of the organisations that the participants serve. This programme is a knowledge hub to improve manager's efforts across individual abilities, share challenges and work together to find effective solutions. MDP is a dynamic system wide training programme that's designed to enhance and strengthen leadership capabilities and competencies to ensure participants have the skills, knowledge, and resources to effectively lead, engage, and develop their teams.

MDP is another popular programme initiated by Corporate Training Unit, which consist of eight modules essentially focused on the competencies of Leadership Skills, People Management, Employee Engagement, Problem Solving & Decision Making Skills & Change Management. The programme was designed by Mr Dillion Gomez and facilitated by renowned resource panel. There are many more already lined up programmes and

we are confident that we will join hands with many Corporate and Government sector organisations towards the economic growth of the nation.

Management Development Programme for Regional Development Bank (RDB)

CIPM Sri Lanka inaugurated a Management Development Programme (MDP) exclusively designed for the senior management of Regional Development Bank (RDB), the premier state owned development bank in Sri Lanka. This Advanced MDP, which was carried out within a span of 04 months was spearheaded by Mr. U.A.C. Obeyesekere of CIPM Sri Lanka. Over 40 Senior Chief Management staff from the Regional Development Bank participated in this Advanced MDP. This programme is a life-altering experience that will forever change the way that the senior management of RDB gets involved into their business. They will emerge from this advanced leadership course with a better ability to tackle their organisation's toughest strategic challenges, lead with greater confidence, inspire performance at all levels and

contribute more value as a member of the senior leadership team.

Management Development Programme (MDP) for Sojitz Kelanitissa Private Limited

A group of 13 Engineers from Sojitz Kelanitissa Power Plant were also engaged with the Management Development Programme which was specifically designed for Sojitz Kelanitissa. The objective of the programme is to accelerate professional development.

Thirteen weeks of the rotational programme consisted of 13 modules including Managing People, Creative Problem Solving and Decision Making, Finance for Non-Finance, Communication and Presentation Skills, Managing Change, Performance Management and Setting KPI's, etc. These sessions are conducted by an experienced and renowned panel of lecturers to give participants a well-balanced delivery including both academic and real-world traits in management. This team develops and supports a wide range of projects that enable the critical processes of Sojitz Kelanitissa Private Limited.



Management Development Programme

Standing Committee on Consultancy, Corporate Training and HR Services

Supervisory Development Programme (SDP)

The Three Day Supervisory Development Programme is yet another “Signature Programme” of CIPM - Corporate Training Unit. This programme is designed to build competent and confident leaders in the future. Those who hold supervisory roles are invited to embark on an exciting journey of learning. The SDP targets Managers, Supervisors, Executives, Coordinators, Officers and those who have at least one subordinate, who are new into this role or have never been exposed to training on this area and who have to improve and develop their supervisory skills.

The 1st Batch of Supervisory Development Programme was facilitated by Mr. Senaka Muhandirame and Mr. Sarath Jayasinghe with the participation of 27 top corporates from private and public organisations. The Programme was held over 3

consecutive days from 22nd to 24th January 2019 at CIPM Sri Lanka. The main objective of the Programme was to motivate supervisors for organisational success. Repeat Programmes of the SDP will be conducted each quarter of the year.

Training Need Analysis Programme

A Training Needs Analysis (TNA) is used to assess an organisation’s training needs. A successful training needs analysis will identify those who need training and what kind of training is needed. It is counter-productive to offer training to individuals who do not need it or to offer the wrong kind of training. A Training Needs Analysis helps to put the training resources to good use.

Since it is required mostly for today’s working culture, the Consultancy, Corporate Training and HR Services division developed the training needs analysis as

a Training Programme. This programme is developed to do the TNA gap analysis, which is an assessment of the gap between the knowledge, skills, and attitudes of the people based on the current organisation’s objectives.

The 1st batch in TNA was held on 28th February 2019 with over 45 participants. Repeat sessions were conducted due to popular demand.



Supervisory Development Programme

“Be the Pride of Your Company - Calling all Office Assistants and Chauffeurs”

This introductory course provides an in-depth look at the activities and functions common to an office setting and the roles that are played by office assistants and chauffeurs. These programmes focus on general office etiquette, personal hygiene, and grooming with effective communication skills.



Be the Pride of Your Company



Training Need Analysis Programme

Corporate Training Programmes

	Programme	Month	Year
1	Supervisory Development Programme - 1 Day	August	2018
2	Effective Leader Programme	August	2018
3	Labour Law for Career Development	August	2018
4	Customer Service Excellence	September	2018
5	Dialog in-house program - Effective Leader	October	2018
6	Attract Millenials Using Psychometrics	October	2018
7	HR for Non-HR Professionals	October	2018
8	Public Speaking Skills	October	2018
9	Performance Management	October	2018
10	People's Insurance MDP	November	2018
11	People's Insurance EDP	November	2018

Standing Committee on Consultancy, Corporate Training and HR Services

	Programme	Month	Year
12	Workshop on Employee Misconduct	November	2018
13	Labour Law	December	2018
14	Building Confidence in your Personality	January	2019
15	Supervisory Development Programme –3 days	January	2019
16	Personality Development & Corporate Etiquette	February	2019
17	Workshop on Effective Interviewing Skills	February	2019
18	Workshop on Training Need Analysis	February	2019
19	Misconducts Committed in Workplaces & Disciplinary Inquiry Procedures	February	2019
20	2.5hrs session on “Stress Management in the workplace” to High Commission Of Canada	February	2019
21	Workshop on “Leadership Development” to Punjab Bank, India	February	2019
22	One day Workshop on “HR for Non-HR Professionals” to Lakvijaya Power Station, Norocholai, Puttalam.	February	2019
23	“Occupational Health & Safety” to Toyota Lanka Pvt Ltd	February	2019
24	Certified HR Auditor	March	2019
25	Labour Law – Colombo	March	2019
26	Let's speed up with Excel	March	2019
27	Supervisory Development Programme – 3 days	April	2019
28	Training Need Analysis	April	2019
29	Be the Pride of your Company - 1/2 Day - Sinhala Medium	May	2019
30	HRM for SME's	May	2019
31	Payroll Administration	May	2019
32	Probationary on Legal Perspectives	May	2019
33	Transformational Leadership	May	2019
34	Business Toolkit for HR Practitioners	May	2019
35	Occupational Health & Safety	May	2019
36	Supervisory Development Programme – Galle - 1 Day- Sinhala Medium	May	2019
37	Master Class on PowerPoint Presentations	May	2019
38	Write with Impact	June	2019
39	The Smart Corporate	June	2019
40	Supervisory Development Programme – 3 Days	June	2019
41	Corporate Etiquette 1/2 Day	June	2019
42	Breakthrough Strategies for Emerging Markets	June	2019
43	Workshop for Secretaries and Personal Assistants	June	2019
44	Supervisory Development Programme – 1 Day - Polonnaruwa - Sinhala Medium	June	2019
45	Executive Development Program - 8 Days	June	2019
46	Research Methodology - 2 Days	June	2019
47	Project Management	June	2019
48	Be the Pride of your Company - 1/2 Day - Sinhala Medium	June	2019
49	Management Development Program – Colombo	July	2019
50	Supervisory Development Programme - Kurunegala - 1 Day - Sinhala Medium	July	2019
51	Supervisory Development Programme - Kandy - 1 Day - Sinhala Medium	July	2019
52	Supervisory Development Programme - Wellawaya - 1 Day - Sinhala Medium	July	2019
53	Management Development Program - Colombo	July	2019
54	Supervisory Development Programme - Kandy - 1 Day - Sinhala Medium	July	2019
55	Supervisory Development Programme - Wellawaya - 1 Day - Sinhala Medium	July	2019
56	Lean Six Sigma 2 Days	July	2019

Consultancy Assignments completed

S/N	Name of the Assignment
01	Preparations of JDs
02	Job Evaluation & job Classification
03	Validation of the HR Manual
04	Facilitating Exam - I (Competitive Exam)
05	HR Integration plan
06	Facilitate understanding the Regulatory Requirements on the employment relationship
07	Facilitating Exam - II (Competitive Exam)
08	Study and Re-design of policies procedures
09	Reposition Plan
10	Facilitating Exam - III (Competitive Exam)
11	Streamlining of Human Resource Functions
12	Recruit Head of HR at E-Soft Metro Campus
13	Remuneration & Benefits Survey;

Consultancy Assignments in progress

S/N	Name of the Assignment
01	Conducting a Salary Survey
02	HR Policy

HR Services

	Programme	Month	Year
01	Masterclass on Mindfulness	January	2019
02	The Promise on Emotional Intelligence	March	2019
03	Coaching for HR Professionals	March	2019



Mr. Sarath Jayasinghe
Chairman

Committee Members

Mr. Namal Jayaweera (Deputy Chairman), Mr. M.C. Mathupala, Mr. Dillon Gomez, Mr. Senaka Muhandiramge, Mr. Sirimal Constantine, Mr. K.A. Thomasena, Ms. Primrose Mascarenhas, Ms. Dilrukshi Rajapakse, Mr. Damian Weerakkody, Mr. Jayanath Abeywardena, Gp. Capt. Kumar Kirinde, Mr. Anura Pandithage, Mr. Ajith De Costa, Ms. Kanchana Mendis, Mr. Samiddha Rathnayake, Ms. Nilanthi Jayatillake, Mr. Gayan Jayarathna

Staff Representative

Mr. Chandima Pinsiri, Kumudu Weerathunge



Standing Committee on External Affairs & National HR Initiatives

It plays an active part in placing Sri Lanka firmly on the global HR landscape through building partnerships with global and regional HR bodies and promoting the activities and core events of the Institute internationally.

Overview

Facilitating international affairs of the Institute thereby shaping a 'global mindset' amongst the Sri Lankan HR practitioners as well as within the HR arena is a pivotal task assigned to the Standing Committee on External Affairs and national HR initiatives. Therefore, it plays an active part in placing Sri Lanka firmly on the global HR landscape through building partnerships with global and regional HR bodies and promoting the activities and core events of the Institute internationally. In this regard, the committee carries out numerous initiatives aimed at assisting the HR fraternity in enriching themselves with the latest, global HR practices, tools and technologies thus assisting local organisations to improve the HRM facet within their respective businesses.

Objectives

External Affairs

- Carrying out international relationships with the view of raising Institute's image, stature and status within the international HR community
- Partnering with foreign Institutes for member exchange programmes and bring at least

one other organisation into the fold during this year

- Sponsoring MAHRM by submitting applications to APFHRM on their behalf to make Maldivian fraternity a full member of APFHRM
- Establishing CIPM chapter in Maldives and with close by countries – Fiji, Seashells, Afghanistan Nepal
- Ensuring post evaluation presentation carried out in each activity / foreign visit at the monthly council meeting
- Strengthening CIPM's link with Asia Pacific Federation and the World Federation of People Management Associations
- Establishing stronger relationship with CIPD / SHRM
- Inviting non-members for various related CIPM activities probably as resource personnel/ participants etc.
- Proposing renown foreign speakers to the council to be invited for NHRC 2019
- Attracting paid foreign participants for the NHRC 2019
- Expanding the services of CIPM to the region in generating some revenue

- Developing external collaborations with both national & international institutes
- Collaborating and cooperating with like-minded widely accepted local and foreign organisations
- Organising a felicitation dinner for the Presidents of OPA constituent Institutes and Executive committee of OPA
- Making CEOs understand the HR business perspectives
- Internationalisation strategy
- Collaborate closely with the World Congress 2020 organising committee in organising the ground work

National HR Initiatives

- Improving the CIPM image within the social context
- Lobbying national HR issues and HR policy making with the relevant government agencies
- Acting as a lobbying body with political, social and regulatory authorities in the country
- Organise at least one seminar along or in collaboration with OPA or any other relevant / prominent organisation in relation to a burning national issue

Activities during the year

1. CIPM – NIPM Exchange Programme

The National Institute of Personnel Management (NIPM) held its 37th Annual National Conference in association with the Asia Pacific Federation of Human Resource Management (APFHRM) on the 28th and 29th September 2018. The event which was held in Pune, India under the theme "Managing Future of Work and Workplace", was attended by eight-member

Sri Lankan CIPM delegation that was led by Mr. Jayantha Abeyratne, the Honorary Assistant Treasurer, and included Council Members Ms. Shivanthie Wijesuriya and Mr. Namal Jayaweera.

The rest of the delegation comprised of CIPM members namely; Ms. Deepani Ranaweera, Mr. Rathnasiri Senadeera, Mr. Udaya Rathnayake, Mr. Gayan Danushka and Ms. Yasmin Shakir. The above delegation was nominated by the council to attend the NATCON Conference 2018. The hospitality and generosity manifested by NIPM India was highly appreciated by the CIPM SL delegation.

2. CIPM – MIHRM Exchange Programme

The Malaysian Institute of Human Resource Management (MIHRM) held its National Seminar on HR Best Practices 2018 on the 19th and 20th September 2018 at the Holiday Villa Hotel & Conference Centre, Subang, Selangor. The National Seminar entailed learning and benchmarking of a combination of national and international strategies and winning practices by successful organisations.

A three-member Sri Lankan delegation attend the MIHRM National Seminar on HR Best Practices comprising of Hony. Secretary, Mr. Ken Vijayakumar, Hony. Editor, Gp. Capt. Manoj Keppetipola and Council Member Mr. Priyankara Seneviratne. This conference enlightened the delegates and provided them with meaningful insights on HR Best Practices.

3. CIPD Annual Conference and Exhibition 2018

A three-member delegation represented CIPM SL at the Chartered Institute of Personnel and Development (CIPD) conference 2018. The three-member delegation consisted of the President, CIPM SL - Mr. Dhammika Fernando,

the NHRC Committee Chairman of 2019 – Mr. Ajith Bopitiya and Senior Manager Member Services and Corporate Affairs – Ms. Himali Dasanayake.

As customary Two Council Members attend the CIPD Annual Conference with the newest addition to the team of three being a Staff Member. The conference themed “Leading the People Profession” was held on the 7th and 8th November 2018 in Manchester Central, UK where the CIPM SL delegation got the opportunity to meet and network with over 5,000 peers at UK’s biggest HR event of the year. The CIPD Conference was centred around five content streams which included; Strategic HR and Ethical Decision Making, Organisational Development and Business Effectiveness, Technology and The Future of Work, Talent, Skills and Capabilities & Employee Experience, Wellbeing and People Management. While the attendees had the opportunity for exposure to 38 conference sessions and 100+ speakers, the programme also enabled the delegates to associate with HR Professionals from around the world.

4. PSHRM Boot Camp

The Pakistan Society for Human Resources Management (PSHRM) organised its 7th Annual HR Boot Camp which was held from 5th to 8th October 2018 in Islamabad, Pakistan. The Council nominated Mr. Ajith Bopitiya as the Mentor to represent CIPM Sri Lanka at the Pakistan HR Boot Camp. In addition, the External Affairs Committee extended the opportunity to two Corporate Members of CIPM namely: Ms. Menuka Samarajeewa and Mr. Gayan Jayarathne to attend the PSHRM Boot Camp 2018 with the understanding that the Airfare and Visa fee will be borne by the two nominated members.

The HR Boot Camp is organised to provides participants with an

opportunity to reflect and realise their own leadership skills and potential through means of participating in various activities that bring out the strengths and weaknesses of each individual. Further, the activities organised were meant to encourage participants in brainstorming and expanding their current knowledge in every aspect.

5. BSHRM International HR Conference

The Bangladesh Society for Human Resources Management (BSHRM) hosted its 8th International HR conference on the theme “HR Leadership in Emerging Economy- Bangladesh Perspective” on the 19th April 2019 (Friday) at NSU Conference Hall, Dhaka, Bangladesh. Mr. Sarath Jayasinghe - Vice President, Mr. Ajith De Costa – Past President, Dr. Jayantha Pathirathne attended the conference, representing CIPM Sri Lanka. Prof. Ajantha Dharmasiri, Immediate Past President of CIPM featured at the Conference as a distinguished speaker.

6. PSHRM annual Conference CONNEX 2019

The Pakistan Society for Human Resource Management (PSHRM) in collaboration with the Pakistan Society for Training and Development organised “Connex 2019”, one of the biggest HR conferences in Pakistan on the 2nd May 2019 at the PC Hotel in Lahore under the theme “Future of Work”. As part of the MOU signed between PSHRM – Pakistan and CIPM Sri Lanka, a three-member delegation including Mr. Jayantha Abeyratne, Honorary Assistant Treasurer, Dr. Chandana Jayawardena – Council Member and Mr. Upul Siriwardhana – Member attended the above conference.

Connex 2019 brought together the most influential, forward-thinking HR leaders and senior executives from all over the country to discuss current issues, trends, and solutions

Standing Committee on External Affairs & National HR Initiatives

to today's organisations as well as HR and learning needs in the context of the theme. Ranging from HR inspire sessions and keynotes, CEO panel and debate, participants got the opportunity to contribute as much as they learn. The HR & Learning Conference (Connex) was a focal point to ascertain the latest developments and thinking in Human Resource Learning & Development. There were inspiring thought leaders, innovative practitioners and expert suppliers, who were readily available to provide their advice for high performance, learning and development. CONNEX also offers professional learning and community building opportunities to its participants by conducting workshops and seminars by prominent speakers and experiential learning programmes for HR professionals.

7. Thailand HR Tech 2019

The Personnel Management Association of Thailand (PMAT), in collaboration and support from the Ministry of Digital Economy and Society, National Innovation Agency (NIA) and, Thailand Convention & Exhibition Bureau (TCEB), organised their 2nd edition of Thailand HR Tech 2019 with the objective of

bringing in the cutting-edge HR technology and solutions into one platform. The conference was held on 28th and 29th May 2019 at Royal Paragon Hall, Siam Paragon. The membership was made an open invitation to participate in the same on their own accords since CIPM currently does not have an exchange programme with PMAT. However, the Institute is in the process of considering the possibility of establishing an MOU with the PMAT, Thailand, for the benefit of CIPM Membership.

Salient HR Initiatives in Sri Lanka

CIPM actively engaged in the national front with regards to promoting the function of Human Resources both in the private as well as public sectors. Obtaining the pinnacle of prestigious "Charter" status and the subsequent awareness building was a major initiative. Collaborating closely with the Organisation of Professional Associations (OPA) in supporting their nation-building agenda as a member body has seen multiple initiatives for better governance and wellbeing of citizens. CIPM is actively involved with the needed stakeholders to bring the world's

most premier HR event, World HR Congress to Sri Lanka in 2020. Plans are underway to make it an even that makes Sri Lanka proud of CIPM.

National HR Convention and EXPO 2019

President Mr. Dhammika Fernando, Honorary Assistant Treasurer Mr. Jayantha Abeyratne, Fellow Member, Mr. Senaka Muhandiramge and Senior Manager Programs of CIPM Mr. Anushka Earskin attended the National HR Convention and EXPO 2019 on 4th-5th March 2019 at Dharubaaruge - Male City. President Mr. Dhammika Fernando attended the above conference as a speaker. The event was also a platform for CIPM to promote its programs and services to the international participants.

Leadership Journey Programme organised by the PSHRM

Council Member Mr. Jayantha Amarasinghe and Senior Fellow member Mr. Mahinda Karunakara attended the Leadership Journey Programme organised by the Pakistan Society of Human Resource Management (PSHRM). The event was held from 17th to 21st December 2018 in Bali, Indonesia under the theme 'Co-Creating Collective Impact'



Prof. Ajantha Dharmasiri
Chairman

Committee Members

Mr. Dhammika Fernando, Mr. Sarath Jayasinghe, Mr. Jayanta Jayaratna, Mr. Janaka Kumarasinghe, Dr. Lalith Wijetunge, Mr. Rohitha Amarapala

Staff Representatives

Ms. Himali Dasanayake



Standing Committee on New Infrastructure Planning and Development

The Committee achieve its objectives through ensuring proper maintenance and usage of the Institute's buildings, assessing and monitoring the existing buildings, its usage and the refurbishment aspects on a continuous basis and broadening the infrastructure capacity of the Institute for long-term benefits.

Overview

In view of the advancement of the Institute during the past few years, there was a dire need for infrastructure planning and development for the Institute in ensuring delivery of quality amenities for the students and member community. Therefore, the Standing Committee on New Infrastructure Planning and Development was set up in line with the new strategic plan of CIPM by entrusting a very clearly defined set of objectives in fulfilling the need of the Institute in terms of new infrastructure planning and development for the Institute. The Committee achieve its objectives through ensuring proper maintenance and usage of the Institute's buildings, assessing and monitoring the existing buildings, its usage and the refurbishment aspects on a continuous basis and broadening the infrastructure capacity of the Institute for long-term benefits.

Objectives

- Formulate a standing committee budget in line with the strategic plan, get approval from the CIPM Council and work within the same throughout the year
- Identify possible commercially viable infrastructure projects benefiting CIPM objectives which can be implemented for the optimum utilisation of adjoining vacant land that is currently used as a car park and propose to the council with accurate facts and figures
- Renegotiate the acquisition of annexed land and building to CIPM HQ with a fresh approach
- To acquire new infrastructure in the most beneficial manner to CIPM (rent / lease or outright) for the proposed new regional centers of the CIPM Business School in collaboration with Chairman of the Business School and other relevant parties

Progress during the year

During our initial meeting held on the 17th September 2018, we deliberated and reviewed our objectives and strategies, and made certain critical decisions to select key projects for 2018/2019 council year. These include;

- a. To renegotiate the acquisition of annexed land and building to CIPM head office

Led by the President of CIPM along with another 5 senior members of the council, a meeting was arranged with the owner of the adjoining building to discuss the terms and conditions of the acquisition. Thereafter, two professionally qualified property valuers were contacted to obtain two valuation reports for both land and the building. The building owner has now prepared a fresh survey plan and a deed for the property and is in the process of registering it in the land registration office. We are now exploring the possibility of negotiating the price which will be close to the price of the valuation report.

- b. To bring all class rooms conducted in and around Colombo under one roof

The Committee identified a property owned by Trillium Holdings consisting of 20,800 SQFT at Kirulapone area. We have hired the property for a period of 5 years from April 2019 by going through the due diligence process

Standing Committee on New Infrastructure Planning and Development

certified by the Legal and Audit Committee of CIPM. This will enable us to accommodate all classes conducted in and around Colombo under one roof with further provision for future expansion. Following the bidding process, we appointed a contractor to set up the class rooms and other facilities in this new location and the priority was given to complete the 4th floor. We had a soft opening ceremony on the 20th April 2019 followed by the opening of up to 5 lecture rooms for the students while the total building will be ready to occupy by the 12th July 2019.

This new location is equipped with all the modern facilities for both students and lecturers creating a

correct learning and teaching environment. It has 21 spacious lecture rooms, a canteen with 150 seats, a rest room and a dining room with a welcoming ambiance for all the lecturers and staff of CIPM, meeting room for lecturer-student sessions, free wi-fi zone, clean wash rooms with modern fittings in all floors, an elevator up to the 5th floor, stair case up to the 6th floor, computers and multimedia in all lecture rooms, smart boards in few selected lecture rooms, office area for CIPM staff, as well as a car park for vehicles.

It has 21 spacious lecture rooms, a canteen with 150 seats, a rest room and a dining room with a welcoming ambiance for all the lecturers and staff of CIPM, meeting room for lecturer-student sessions, free wi-fi zone, clean wash rooms with modern fittings in all floors, an elevator up to the 5th floor, stair case up to the 6th floor, computers and multimedia in all lecture rooms.

Highlights of the soft opening ceremony of new CIPM Study Centre, Kirulapone (Trillium Building)



C. Relocation of Kurunegala Regional Centre to a new location

Relocation of Kurunegala Regional Centre was done to a 7,000 SQFT new building in a better location within the city limits for a period of 10 years. This new facility consist 5 lecture rooms and an examination hall with modern state of the art facilities for both students and lecturers. This location was opened on 15th June 2019.

New regional Centre of CIPM – Kurunegala



Modern state of the art facilities - Kurunegala



Mr. Priyantha Ranasinghe
Chairman

Committee Members

Mr. Dhammika Fernando, Ms. Chathuri Wimalanaga, Ms. Menuka Samarajeewa, Ms. Chandani Ekanayake, Mr. Gihan Suwaris, Mr. Sampath Jayathilake, Mr. Lalith Wijetunge

Staff Representatives

Mr. P.G. Tennakoon, Mr. Chris Obesekera, Mr. Gopinath Subramaniam, Mr. Buddhika Perera

Staff Coordinator

Mr. Lahiru Nuwan Bandara



Standing Committee on Marketing

Playing a leading role as a facilitator between the Institute and the community at large, the committee ensures that the right message is disseminated at all times to respective stakeholders of CIPM Sri Lanka in a consistent and implicit manner.

The primary mission of the Standing Committee on Marketing, is to actively engage in safeguarding CIPM Sri Lanka's brand equity and image, thereby assisting the Institute to sustain its unblemished stature as the foremost professional HR body in the country. In keeping with this mandate, the committee administers all internal and external communication activities while accomplishing the numerous marketing and communication initiatives, ensuring strict adherence to established quality and presentation standards across all communication platforms. Playing a leading role as a facilitator between the Institute and the community at large, the committee ensures that the right message is disseminated at all times to respective stakeholders of CIPM Sri Lanka in a consistent and implicit manner. Amidst these affairs, the committee is also required to evaluate the existing systems and processes as well as the governance model and recommend appropriate improvements to bolster the

corporate image of the Institute, both locally and globally.

Overview

The Standing Committee on Marketing sets guidelines towards the enhancement of the brand value of CIPM Sri Lanka. It endeavors to fortify the position of CIPM as the "Nation's Leader in HRM". In accomplishing this primary goal, the committee oversees all internal and external promotions and communication activities carried through print, electronic media, social media platforms and public relations activities encompassing all Above-the-Line (ATL) and Below-the-Line (BTL) advertising. The committee also oversees the effectiveness of all communication campaigns of CIPM Sri Lanka and carries out an analysis of competitor activity on a regular basis. The underlying goal is to ensure that right brand image and the core message of CIPM Sri Lanka is disseminated to all stakeholders in a consistent and sustainable manner whilst ensuring its dominant

brand presence amongst the core business segments.

Objectives

- Formulating a standing committee budget in line with the strategic plan, get approval from the CIPM Council and work within same throughout the year
- Completing the Re-branding exercise about the Chartered Status through the task force on Re-branding
- Developing the Image of the Institute among all stakeholders
- Providing marketing support
 - ♦ To enhance the image of the Institute among stakeholders
 - ♦ To promote initiatives developed by consultancy, training and HR Services
 - ♦ To successfully complete NHRC 2019, Great HR Walk and other events
 - ♦ Support student engagement activities
 - ♦ To attract and retain members
 - ♦ To attract the budgeted No. of students to the business school for all programmes
- Digital Marketing – Revamping the Website, Social media presence, Blog and newsletters, establishing memorabilia marketing via web media.

- Liaising with the Standing Committee on Business School and Student Engagement with the marketing support for,
 - ♦ Soorya Udanaya
 - ♦ 6 a side Cricket
 - ♦ Open Day
 - ♦ Graduation Ball
 - ♦ X Mas/Year End Party
- Establishing or supporting the Special strategic marketing unit of World Congress 2020

The progress report of Marketing Standing Committee for the council year 2018/2019 is presented below:

Acquire the Chartered Status

One of the major milestones the Institute has momentarily achieved is the Chartered Status. To enhance the awareness of the status elevation, the committee has actively participated in arranging the media release at Cinnamon Lakeside. Also, to appreciate the good work and dedication the members and the staff has contributed towards achieving the Chartered status, a Gala Dinner was organised at Water's Edge.

Corporate Events, Public Relations, Electronic and Print Media

Apart from communications relating to study courses, our communiques include articles on workshops, brand building, CSR initiatives and corporate news related to human resource best practices supporting organisational performance. CIPM, through its continuous media relations was successful in securing substantial exposure in the print media each month, including an impressive average of four (4) articles per month in the national print media. Our presence on the weekend newspapers too have increased over the years through which, we were able to build a positive relationship with the respective publishers. Apart from print and digital media advertising, CIPM also advertised its flagship programmes through social media and online marketing media channels. These initiatives enabled the Institute to market and promote its flagship events and programmes among the youth and technology savvy customers. This approach also contributed towards bringing down the marketing costs whilst increasing the reach among

prospective customers. A similar approach was adopted when promoting mega events such as the National HR Conference, Great HR Debate, Great HR Quiz, CIPM Graduation Ball and many other events that require diverse media coverage.

CIPM Awareness Programmes

During the council year, CIPM Sri Lanka executed a series of activities such as the Inter-School Debating Competition with the objective of identifying and developing young talent at school level. In addition, many career guidance sessions were conducted at a number of schools located within the districts of Colombo, Kandy, Kurunegala, Galle and Gampaha with a view to enlightening prospective students on the importance of Human Resource Management as a value-creating management discipline and a lucrative career option. To provide a wider understanding about the career and higher educational pathways, CIPM has further conducted Open Days in the head office and Galle and Kandy regional centers.

CIPM Sri Lanka was also regularly featured in leading English newspapers that have supported the Institute in reaching out to its core target groups which has significantly contributed towards enhancing CIPM Sri Lanka's stature amongst the stakeholders. Additionally, the Institute received coverage on Sinhala national newspapers, especially for the flagship events. CIPM's profile on the broadcast media too has been notable where key events such as the Graduation Ceremony, National HR Conference, The Great HR Quiz etc. have received significant coverage over English and Sinhala television stations.



Participated in Key Education Exhibitions

Standing Committee on Marketing

Brand Building

CIPM continued to maintain top-of-the-mind recall for its brand through sustainable branding initiatives using both ATL and BTL advertising to good effect during the year. Putting up road hoardings at strategic locations was a key mode of branding utilised to enhance brand image and also to reach out to a larger market segment at an economical cost.

Accordingly, CIPM continued with its investment on four (4) hoarding sites located closer to key landmarks in Colombo, Kelaniya and Kurunegala. At present, these hoardings are being used to promote the CIPM brand.

Merchandising

Effectively designed leaflets and dockets containing details of study programmes and services offered by the CIPM's Business School were circulated periodically among

the relevant target groups to update them on upcoming HR programmes and other activities.

Social Media

Social media was strategically used to augment interaction and networking among students and also to obtain regular feedback. Regular updates of course programmes, events, workshops, exhibitions etc. are commuted through the CIPM social media network thereby reaching out to a broad spectrum of prospective customers. This move has helped the management to gather qualitative feedback and also to promote networking with stakeholders, thereby increasing awareness on CIPM activities. The CIPM Sri Lanka Facebook page has currently attracted over 25,000 followers and continues to grow steadily reflecting its acceptance among the key target segments.

Events and Experiences

CIPM Sri Lanka organised two of its key events in the annual event calendar: The Graduation Ceremony and The Great HR Quiz with the aim of improving stakeholder engagement and knowledge transfer. Both events had overwhelming participation and contributed towards engaging effectively with the chosen stakeholders of CIPM Sri Lanka. Further, CIPM actively participated in key exhibitions such as EDEX, Future Minds, Career Fairs and other relevant events held around the country, thereby providing opportunities for the prospective students to meet and interact with the staff and members of the Institute, without them having to visit Colombo. This year, CIPM Sri Lanka also successfully participated the National HR Convention & EXPO 2019 at Male, Maldives organised by MAHRP.



**Mr. Dharshana
Amarasiynghe**
Chairman

Committee Members

Mr. Dhammika Kobbekaduwe, Mr. Dinushan Tennakoon, Ms. Gayathri Kariyawasam, Ms. Deepika Gunasekera

Staff Representatives

Mr. P.G. Tennakoon, Mr. Gopinath Subramaniam, Ms. Sewwandi Kumarapperuma

Staff Coordinator

Ms. Udani Ranawaka



Special Standing Committee of World HR Congress 2020

WFPMA holds the World Congress on People Management once in every two years, which was previously held in Chicago, USA in 2018. This will be the first time a South Asian country will be hosting the World HR Congress in 2020.

Background of the World HR Congress

The Chartered Institute of Personnel Management Sri Lanka (CIPM) together with World Federation of People Management Associations (WFPMA) will be hosting the World HR Congress 2020 in Sri Lanka from 6th - 8th July 2020 at BMICH. WFPMA holds the World Congress on People Management once in every two years, which was previously held in Chicago, USA in 2018. This will be the first time a South Asian country will be hosting the World HR Congress in 2020.

The selection process of the host country for the World HR Congress 2020 was held in November 2017 in Hong Kong. Australia, Philippines, Thailand and Sri Lanka participating in the bidding process.

As the nation's leader in human resource management, CIPM was selected to host a global event following its achievement of the "Chartered" status as per the amended Parliamentary ACT No., 31 of 2018.

A participation of approximately 2000 is expected for the event including academia, industrialists, governments, intergovernmental agencies, key policy makers, and business leaders. This would be a platform to work together and build an international human capital agenda to showcase top HR practices which is mandatory for the current workforce across the globe.



Prof. Ajantha Dharmasiri representing CIPM, Sri Lanka, in Chicago.

Special Standing Committee of World HR Congress 2020

Appointing the Special Committee to the World HR Congress 2020

The main objective of the Committee is to ensure that the Congress will smoothly function from its inception to the completion.



Activities & initiatives carried out during the year

The Committee decided to nominate and appoint subcommittees in its inaugural meeting which was held on 21st March 2019.



Mr. Dhammika Fernando
Chairman

Committee Members

Prof. Ajantha Dharmasiri	Deputy Chairman / Chairman – Technical Committee
Mr. Sunil Dissanayake	Co-Chairman – Sponsorship Committee
Mr. Rohitha Amarapala	Co-Chairman – Sponsorship Committee
Mr. Dharshana Amarasinghe	Chairman – Promotions Committee
Mr. Ken Vijayakumar	Chairman – Logistics Committee
Mr. Ajith Bopitiya	Chairman – Finance and Secretariat
Mr. C. Hewapattini	Chairman – Ceremonial Committee
Mr. Jayantha Amarasinghe	Chairman – Participation Committee
Mr. Jayantha Abeyratne	Committee – Security, Health and Safety Committee
Mr. Daya Bollegala, Mr. Janaka Kumarasinghe, Mr. Priyantha Ranasinghe, Mr. Priyankara Seneviratne	

Staff Representative

Mr. P.G. Tennakoon, Mr. Chris Obesekere, Mr. G. Weeratunga, Mr. Gopinath Subramaniam

Staff Coordinator

Ms. Harshya Senaratne



The College of Past Presidents

The College of Past Presidents along with the Standing Committee on Marketing will be working on publishing the CIPM History book which has completed the information gathering and is at present under the custody of the Chief Executive Officer for reference.

Presidents along with the Standing Committee on Marketing will be working on publishing the CIPM History book which has completed the information gathering and is at present under the custody of the Chief Executive Officer for reference.

The College of Past Presidents is another important Standing Committee to the Council, that mutually contributes to the enhancement and development of the Institute. This committee meets once in every two months to discuss various matters relating to image enhancement of the Institute.

Apart from advising the Council on diverse areas, the College of Past Presidents work hand in hand with the Council, staff and the other standing committees in organising the World HR Congress 2020 which will be hosted by CIPM and in the compilation of CIPM History book. The College of Past



Prof. Ajantha Dharmasiri
Convener

Committee Members

Mr. M.P. Galapathy, Dr. Ranjith Cabral, Mr. Gamini R.D. Silva, Mrs. Sumithra Fernando, Mr. U.A.C. Obeysekere, Mr. Jayanta Jayaratna, Mr. Janaka Kumarasinghe, Mr. Daya Bollegala, Dr. Lalith Wijetunge, Mr. Ajith R De Costa, AVM (Retd.) Rohitha Ranasinghe, Mr. Samitha Perera, Mr. Rohitha Amarapala,

Staff Representative

Ms. Indrachapa Muwanwella, Ms. Harshya Senaratne, Mr. Vishan Weebedda

“ Knowledge is power.
Information is liberating.
Education is the premise
of progress, in every
society, in every family.”

Kofi Annan





etv

impact on the Society

Our Journey Towards Obtaining 'Chartered' Status

Elevating the Institute of Personnel Management Sri Lanka as "Chartered Institute of Personnel Management Sri Lanka"

The Institute of Personnel Management Sri Lanka was founded in the year 1959 by a few enthusiastic professionals. The founder president was the late Sir Cyril de Soyza. 17 years later the late Hon. C.X. Martin, member for Jaffna District in the then National State Assembly presented the Sri Lanka Institute of Personnel Management Bill as a Private Member's Bill on 05th May 1976. Subsequently, the bill was passed to establish the Institute of Personnel Management Sri Lanka as an incorporated body by Law No. 24 of 1976.

In March 2014, a bill was presented to Parliament to rename the Institute of Personnel Management Sri Lanka as "Chartered Institute of Personnel Management Sri Lanka". Consequently, the second reading of the bill took place on 13th October 2017. The third reading took place in the Parliament of Sri Lanka on 28th September 2018 and the bill to rename the Institute of Personnel Management Sri Lanka as the Chartered Institute of Personnel Management Sri Lanka was passed on that date in Parliament. Thereby the Gazette Notification of the Democratic Socialist Republic of Sri Lanka was published on 28th September 2018 proclaiming that the Institute

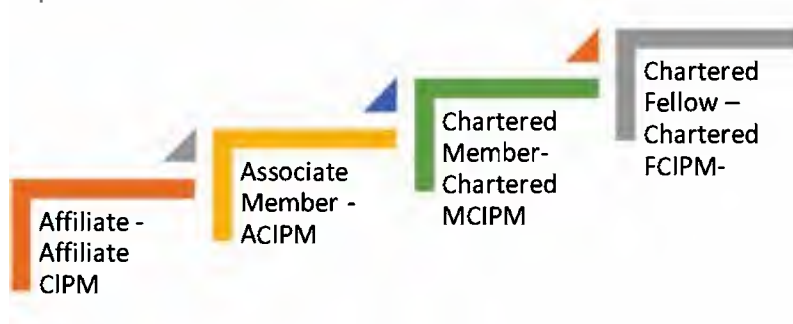
of Personnel Management Sri Lanka had been renamed as the Chartered Institute of Personnel Management Sri Lanka by the Parliament of Sri Lanka with effect from 28th September 2018.

The invaluable volunteer contributions made by many personnel in achieving Chartered status is noteworthy.

In consequence of receiving the Chartered status, the Executive Council took necessary action to amend the By-Laws explaining the membership levels with the necessary requirements for each membership level. The amended By-Laws were presented to a Special General Meeting of the membership on 23rd March 2019 and the amendments were duly passed after which the new By-Laws were published for the information of the membership.

With this new denomination, the human resource professionals who are associated with the Chartered Institute of Personnel Management Sri Lanka and who are to obtain its membership will be termed "Chartered Human Resource Professionals". The Institute of Personnel Management Sri Lanka has already formulated rules and regulations as well as procedures and methodologies for this purpose.

Path to Chartered Professionals-CIPM – Implemented from 28th September 2018.





Few captures of the final reading on 28th September 2018



Chartered Status and CIPM LOGO Launching Ceremony – at Cinnamon Lake Side hotel on 15th November 2018



Chartered Status Felicitation GALA Dinner 26th November 2018 at Water's Edge

Outline of Reporting Initiatives

		Page reference
1. Strategy and Analysis		
1.1. Statements from President/CEO	President's Message/CEO's Review	14 - 17 / 26 - 29
1.2. Description on growth, performance and activities	Messages from President/Hony. Secretary	14 - 29
	Hony. Treasurer/CEO	14 - 29
2. Organisational Profile		
2.1. Primary activities of the Institute	Management Discussion and Review	84 - 147
	Significant Accounting Policies	160 - 163
2.2. Operational structure of the Institute	Management Discussion and Review	84 - 147
	Corporate Governance	72 - 73
2.3. Registered office	Corporate information	Back Inner
2.4. Nature of ownership and legal form	Corporate information	Back Inner
	Significant Accounting Policies	160 - 163
2.5. Markets served	Management Discussion and Review	84 - 147
2.6. Scale of the reporting institute	Statement of Comprehensive Income	156
	Statement of Financial Position	157
	Performance Review (2009 - 2019)	182
2.7. Significant changes during the reporting period	CEO's Review	26 - 29
	Significant Accounting Policies/Notes	160 - 173
2.8. Awards received	Our Crowning Achievements	12 - 13
2.9. Milestones	Milestones (1959 - 2019)	08 - 09
2.10. Performance record	Financial Highlights	10
	CEO's Review	26 - 29
	Hony. Treasurer's Message	22 - 25
	Financial Reports	152
3. Report Parameters		
3.1. Reporting Period	01st April 2018 to 31st March 2019	
3.2. Date of most recent previous Report	July 2018	
3.3. Reporting cycle	Annual	
3.4. Contact point for questions regarding the Report and its contents	CIPM Sri Lanka, No. 43, HR House, Vijaya Kumaranatunga Mawatha, Colombo - 05	
3.5. Boundary of the Report	Sri Lanka	
3.6. Significant changes from previous reporting period	Hony. Treasurer's Message/CEO's Review	22 - 29
	Significant Accounting Policies/Notes	160 - 173
3.7. Location of standard disclosures in the Report	CIPM Sri Lanka, No. 43, HR House, Vijaya Kumaranatunga Mawatha, Colombo - 05	

		Page reference
4. Governance, Commitments and Engagement		
4.1. Governance Structure	Management Discussion and Review	84 - 147
4.2. Chair of the highest governance body	President's Message	14 - 17
	Executive Council 2018/19	32 - 35
4.3. Members in the highest governance body	Executive Council 2018/19	32 - 35
4.4. Mechanisms for employees/stakeholders to provide recommendations/directions to the Council	Weekly Progress Review Meetings	
4.5. Expertise of the governance body	Executive Council 2018/19	32 - 35
4.6. Vision, Mission and Value statements	Vision/Mission/Values/Objectives	04 - 05
4.7. Management of performance	Hony. Secretary's Message/CEO's Review	18 - 21 / 26 - 29
	Management Discussion and Review	84 - 147
4.8. Sustainability initiatives	Report on Corporate Social Responsibility	79 - 81
4.9. Managing Risks	Report on Risk Management	74 - 76

Financial

REPORTS

Report of the Governing Council • 152

Independent Auditors Report • 154

Statement of Comprehensive Income • 156

Statement of Financial Position • 157

Statement of Changes of Funds • 158

Statement of Cash Flows • 159

Significant Accounting Policies to the Financial Statements • 160

Notes to the Financial Statements • 164

Detailed Statement of Comprehensive Income • 174

Additional Notes to the Financial Statements • 175

Report of the Governing Council

Review of operations of the Institute and future developments

The President's Message on page 14, Chief Executive Officer's Review on page 26, and Honorary Secretary's Message on page 18 provides an overall review of the operations, future developments, and the state of other affairs and special events that took place during the financial year under review.

Preparation of Financial Statements

The financial statements have been prepared in compliance with the Sri Lanka Financial Reporting Standards for SME's and the Council is responsible for the preparation and fair presentation of the financial statements.

Financial statements are certified by the Chief Executive Officer and are approved by the Governing Council and signed by the President and Hony. Treasurer of the Institute. The Council Members are of the view that the Statement of Comprehensive Income, Statement of Financial Position, Statement in Changes in Funds, Statement of Cash Flows, Accounting Policies & Notes thereto appearing in the Annual Report have been prepared in conformity with the requirements of the Sri Lanka Financial Reporting Standards for SME's.

Auditors Report

BDO Partners, Chartered Accountants performed the audit on financial statements of the Institute for the year ended 31st March 2019 and their report on financial statements are given on page 156, as required by the Section 168 (1) (c) of the Companies Act No. 07 of 2007.

Property, Plant & Equipment

Two blocks of lands at Narahenpita are stated at cost and all other Property, plant and equipment are stated at cost less accumulated depreciation, as at the date of the financial statements.

Council Members' Disclosure of Interest

Payments are made in the ordinary course of business to any member of the Institute for certain specified activities. During the reporting period, some members of the Council have been involved in such activities at the request of the Council on behalf of the Institute and such transactions and the Council members' interest in contracts with the institute are disclosed on Note No. 24 to the financial statements on page 173.

Statutory Payments

The members of the Council are satisfied to the best of their knowledge that all statutory and regulatory payments due to the Government, other local authorities and employees of the Institute have been made on time.

Events after the Reporting Date

No significant events or material transactions have occurred after the date of financial statements that would necessitate adjustments to the financial statements.

Going Concern

The members of the Council made an assessment on the Institute's ability to continue as a going concern and do not intend either to liquidate or to cease operations of the Institute in the foreseeable future.

Exposure to Risk

The Council continuously monitors, evaluates and manages any potential exposure to risks that can impact upon the progress of the Institute and has taken all necessary steps to mitigate such risks.

Internal audits are carried out on continues basis while all audit findings are discussed on a quarterly basis before the audit committee in order to identify potential risk areas and to take necessary action towards mitigating such risks.

The members of the Council are satisfied with the effectiveness of the prevailing internal control systems.

Appointment of Auditors

Auditors are appointed at the Annual General Meeting and BDO Partners, Chartered Accountants are presently functioning as the Auditors of the Institute. Financial statements for the year ended 31st March 2019 have been audited by BDO Partners, Chartered Accountants, in accordance with the Sri Lanka Accounting Standards for Small & Medium Sized Entities.

Contingent Liabilities

There are no contingent liabilities as at the date of the financial statements.

Annual General Meeting

As per the By-Laws of the Institute, the Annual General Meeting of the Institute should be held on or before the 31st day of July of every year. The Annual General Meeting for 2019 will be held at Waters Edge, 316, Ethul Kotte Road, Battaramulla on 27th July 2019.

For and on behalf of the Governing Council



Dhammika Fernando

President

Independent Auditors Report



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E-mail : bdopartners@bdo.lk
Website : www.bdo.lk

Chartered Accountants
"Charter House"
65/2, Sir Chittampalam A Gardiner Mawatha
Colombo 02
Sri Lanka

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF CHARTERED INSTITUTE OF PERSONNEL MANAGEMENT SRI LANKA (INC)

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Chartered Institute of Personnel Management Sri Lanka (INC) ("the Institute"), which comprise the statement of financial position as at 31st March, 2019 and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies as set out on pages 160 to 173.

In our opinion, the accompanying financial statements give a true and fair view of the financial position of the Institute as at 31st March 2019, and of its financial performance and its cash flows for the year then ended in accordance with Sri Lanka Accounting Standard for Small and Medium sized - Entities (SLFRS for SMEs).

Basis for Opinion

We conducted our audit in accordance with Sri Lanka Auditing Standards (SLAuSs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Institute in accordance with the ethical requirements of the Code of Ethics issued by CA Sri Lanka (Code of Ethics) that are relevant to our audit of the financial statements, and we have fulfilled our other ethical responsibilities in accordance with the Code of Ethics. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with Sri Lanka Accounting Standard for Small and Medium sized - Entities (SLFRS for SMEs), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Institute's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Institute or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Institute's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SLAuSs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

BDO Partners, a Sri Lankan Partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

Partners : Sujeewa Rajapakse FCA, FCMA, MBA. Ashane J.W. Jayasekara FCA, FCMA (UK), MBA. H. Sasanka Rathnaweera FCA, ACMA.
R. Vasanthakumar Bsc (Acc), ACA. F. Sarah Z. Afker ACA, ACMA (UK), CGMA, MCSI (UK). M.N. Mohamed Nabeel ACA.

As part of an audit in accordance with SLAuSs, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Institute's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Institute's ability to continue as a going concern. If we conclude that material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures, are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Institute to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Partners.

CHARTERED ACCOUNTANTS

Colombo 02

29th June, 2019

MN/tn

Statement of Comprehensive Income

For the year ended 31st March		2019	2018
	Notes	Rs.	Rs.
Revenue	4	475,508,979	408,636,106
Direct cost		(179,998,656)	(138,454,733)
Gross surplus		295,510,323	270,181,373
Committee expenditure over Income	5	(37,935,446)	(26,588,348)
Other operating income	6	23,203,609	15,659,630
		280,778,486	259,252,655
Administration expenses		(175,541,289)	(152,065,214)
Promotional expenses		(5,229,511)	(9,010,623)
Finance expenses	7	(1,647,880)	(4,781,648)
		(182,418,680)	(165,857,485)
Excess of income over expenditure before income tax		98,359,806	93,395,170
Income tax expense	8	(13,103,762)	(2,977,259)
Excess of income over expenditure after income tax		85,256,044	90,417,911

Figures in brackets indicate deductions.

The Accounting policies and notes on pages 160 to 173 form an integral part of these financial statements.

Colombo
29th June 2019

Statement of Financial Position

As at 31st March		2019	2018
	Notes	Rs.	Rs.
Assets			
Non-current assets			
Property, plant and equipment	9	394,639,735	394,384,233
Intangible asset	10	1,119,821	-
Financial assets	11	183,874,167	145,097,007
Total non-current assets		579,633,723	539,481,240
Current assets			
Inventories		1,788,439	5,598,041
Trade and other receivables prepayments	12	182,356,325	147,057,681
Income tax receivable	13	-	1,142,266
Cash and cash equivalents	14	1,015,282	1,150,216
Total current assets		185,160,046	154,948,204
Total assets		764,793,769	694,429,444
Equity and liabilities			
Capital and reserves			
Accumulated reserve	15	540,730,267	455,474,223
Other funds	16	1,605,632	1,537,675
Total capital and reserves		542,335,899	457,011,898
Non-current liabilities			
Retirement benefit obligations	17	11,504,556	11,373,750
Total non-current liabilities		11,504,556	11,373,750
Current liabilities			
Deferred income	18	130,009,411	123,271,987
Other payables and accrued expenses	19	67,064,804	56,599,197
Income tax payable	13	8,910,543	-
Retention payable	20	954,777	687,364
Bank overdrafts	21	4,013,779	45,485,248
Total current liabilities		210,953,314	226,043,796
Total liabilities		222,457,870	237,417,546
Total equity and liabilities		764,793,769	694,429,444

The Accounting policies and notes on pages 160 to 173 form an integral part of these financial statements.

We certify that above statement of financial position, to the best of our knowledge and belief, contains a true account of the capital, liabilities, property and assets of the Institute.




Mr. P.G. Tennakoon
Chief Executive Officer

The Council Members are responsible for the preparation and presentations of these financial statements.

Signed for and behalf of the Council by:



Mr. Dhammika Fernando
President
Colombo
29th June 2019
MN/tn



Mr. Ajith Bopitiya
Hony. Treasurer

Statement of Changes of Funds

For the year ended 31st March 2019	Accumulated reserve	Other funds	Total
	Rs.	Rs.	Rs.
Balance as at 1st April 2017	365,056,312	877,173	365,933,485
Excess of income over expenditure for the year	90,417,911	-	90,417,911
Additions during the year	-	1,064,474	1,064,474
Utilisations/transfers during the year	-	(403,972)	(403,972)
Balance as at 31st March 2018	455,474,223	1,537,675	457,011,898
Excess of income over expenditure for the year	85,256,044	-	85,256,044
Additions during the year	-	127,234	127,234
Utilisations/transfers during the year	-	(59,276)	(59,276)
Balance as at 31st March 2019	540,730,267	1,605,633	542,335,900

Figures in brackets indicate deductions.

The Accounting policies and notes on pages 160 to 173 form an integral part of these financial statements.

Colombo

29th June 2019

Statement of Cash Flows

For the year ended 31st March	2019	2018
	Rs.	Rs.
Cash flows from operating activities		
Excess of income over expenditure before taxation	98,359,806	93,395,170
Adjustments for		
Depreciation on property, plant and equipment	21,630,882	19,558,351
Amortisation on intangible assets	124,425	-
Provision for gratuity	2,823,056	2,961,917
Profit on disposal of property, plant and equipment	-	(228,230)
Provision for doubtful debtors	1,013,928	1,675,000
Interest income	(16,557,661)	(10,633,068)
Dividend income	(3,052)	(22,681)
Fair value adjustment	39,675	(18,312)
Operating income before working capital changes	107,431,059	106,688,147
Decrease/(increase) in inventories	3,809,602	(2,469,021)
Decrease/(increase) in debtors and receivables	(36,312,572)	(57,710,292)
(Decrease)/increase in other payables and accrued expenses	10,465,607	12,008,799
(Decrease)/increase in deferred income	6,737,424	21,400,578
(Decrease) / increase in retention payable	267,413	(238,598)
Cash generated from operations	92,398,533	79,679,613
Gratuity paid	(2,692,250)	-
Tax paid	(3,050,952)	(2,760,132)
Net cash flow from operating activities	86,655,331	76,919,481
Cash flow from investing activities		
Acquisition of property, plant and equipment	(21,886,384)	(21,952,975)
Acquisition of intangible assets	(1,244,246)	-
Proceeds from disposal of property, plant and equipment	-	228,230
Investment made in fixed deposits	(38,816,835)	(40,967,267)
Interest income	16,557,661	10,633,068
Dividend income	3,052	22,681
Net cash flow from/(used in) investing activities	(45,386,752)	(52,036,263)
Cash flow from financing activities		
Repayment of interest bearing borrowings	-	(44,998,400)
Funds received/ utilised during the year	67,956	660,502
Net cash generated from/(used in) financing activities	67,956	(44,337,898)
Net increase/(decrease) in cash and cash equivalents	41,336,535	(19,454,680)
Cash and cash equivalents at the beginning of the year	(44,335,032)	(24,880,352)
Cash and cash equivalents at the end of the year	(2,998,497)	(44,335,032)
At the end of the year		
Cash in hand	52,052	28,155
Cash at bank	963,230	1,122,061
Bank overdrafts	(4,013,779)	(45,485,248)
	(2,998,497)	(44,335,032)

Figures in brackets indicate deductions.

The Accounting policies and notes on pages 160 to 173 form an integral part of these financial statements.

Colombo

29th June 2019

Significant Accounting Policies to the Financial Statements

1. CORPORATE INFORMATION

1.1 Domicile and legal form

Institute of Personnel Management Sri Lanka (INC) is an Institute incorporated in Sri Lanka by Law No. 24 of 1976 of the National State Assembly. However their name has been changed as the Chartered Institute of Personnel Management Sri Lanka (INC) under the new parliament Act No. 31 of 2018 with effect from 28th September 2018. The registered office and principal place of business of the Institute is located at No. 43, Vijaya Kumaranathunga Mawatha, Colombo 05.

1.2 Principal activities and nature of operations

The principal activity of the institute is providing professional services relating to personnel management.

1.3 Date of authorisation for issue

The financial statements for the year ended 31st March 2019 were authorised for issue by the Executive Council of the Institute on 29th June 2019.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

2.1 General accounting policies

2.1.1 Basis of preparation

These financial statements presented in Sri Lanka Rupees have been prepared under the historical cost convention except financial assets, which are stated at their fair value.

2.1.2 Statement of compliance

The statement of financial position, statement of comprehensive income, statement of changes of funds, statement of cash flows and notes to the financial statements together with accounting policies

the institute as at 31st March 2019 and for the year then ended, comply with the Sri Lanka Accounting Standard for Small and Medium-sized entities (SLFRS for SMEs).

2.1.3 Comparative information

The accounting policies have been consistently applied by the institute and are consistent with those of the previous year. The previous year's figures and phrases have been re-arranged wherever necessary to conform to the current year's presentation.

2.1.4 Functional and presentation currency

The financial statements are presented in Sri Lanka Rupees (Rs.) which is the organisation's functional and presentation currency.

2.1.5 Materiality and aggregation

Each material class of similar items is presented separately in the financial statements. Items of a dissimilar nature or function are presented separately unless they are immaterial.

2.1.6 Significant accounting judgements, estimates and assumptions

The preparation and presentation of financial statements in conformity with SLFRS for SME's, requires management to make judgments, estimates and assumptions that affect that application of accounting policies and reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates and judgments used.

Estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised prospectively.

The most significant areas of estimation, uncertainty and critical judgments in applying accounting policies that have the most significant effects on the amounts recognised in the financial statements of the institute are as follows:

2.1.6.1 Useful economic lives of property, plant and equipment

The institute reviews the residual values and estimated useful lives at each reporting date. Judgement of the management is exercised in the estimation of these values and rates.

2.1.6.2 Impairment of non-current assets

The institute tests annually the indicators to ascertain whether non-current assets have suffered any impairment in accordance with the accounting policy stated in note 2.2.1.8. These calculations require the use of estimates.

2.1.6.3 Impairment of receivables

The institute assesses as at the reporting date whether there is objective evidence that receivables have been impaired. Impairment loss is calculated based on a review of the current status of existing receivables and historical collections experience. Such provisions are adjusted periodically to reflect the actual and anticipated impairment.

2.1.7 Going Concern

The members of the council have made an assessment on the Institute's ability to continue as a going concern and they do not intend either to liquidate or to cease trading.

2.2 Assets and bases of their valuation

2.2.1 Property, plant and equipment

2.2.1.1 Cost

Property, plant and equipment are recorded at cost less accumulated depreciation and less any impairment in value.

2.2.1.2 Cost and valuation

All items of property, plant and equipment are initially recorded at cost. Where any item of property, plant and equipment is subsequently revalued, the entire class of such asset is revalued. Revaluation is carried out with sufficient regularity to ensure that their carrying amounts do not differ materially from their fair values as at the date of the statement of financial position. Subsequent to the initial recognition of an asset, property, plant and equipment are carried at historical cost or, if revalued, at the revalued amounts less any subsequent depreciation. Additions subsequent to the last revaluation is carried at cost less any subsequent depreciation.

2.2.1.3 Subsequent expenditure

Subsequent expenditure is capitalised only when it increases the future economic benefits embodied in the item of property, plant and equipment. All other expenditure are recognised in the statement of comprehensive income as an expense when incurred.

2.2.1.4 Depreciation

Provision for depreciation is calculated by using the straight line method on all property, plant and equipment, in order to write off such amounts over the estimated useful lives of such assets.

The principal annual rates used are as follows:

Assets category	Useful life time
Furniture and fittings	10 years
Other equipment	6 2/3 years
Plant and machinery	4 years
Computer equipment	4 years

The assets residual values, useful lives and methods of depreciation are reviewed and adjusted, if appropriate, at each financial year.

2.2.1.5 Restoration costs

Expenditure incurred on repairs or maintenance of property, plant and equipment in order to restore or maintain the future economic benefits expected from originally assessed standard of performance is recognised as an expense when incurred.

2.2.1.6 Derecognition

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset is calculated as the difference between the net disposal proceeds and the carrying amount.

2.2.1.7 Intangible Assets

At each reporting date, property, plant and equipment are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised

immediately in the statement of comprehensive income.

If an impairment loss subsequently reverses, the carrying amount of the asset (or group of related assets) is increased to its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset (group of related assets) in prior years. A reversal of an impairment loss is recognised immediately in the statement of comprehensive income.

2.2.1.8 Impairment of assets

At each reporting date, property, plant and equipment are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in the statement of comprehensive income.

If an impairment loss subsequently reverses, the carrying amount of the asset (or group of related assets) is increased to its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset (group of related assets) in prior years. A reversal of an impairment loss is recognised immediately in the statement of comprehensive income.

2.2.2 Inventories

Inventories are valued at the lower of cost and net realisable value, after making due allowances for

Significant Accounting Policies to the Financial Statements

obsolete and slow-moving items. Net realisable value is the price at which inventories can be sold in the ordinary course of business less the estimated cost of completion and estimated cost necessary to make the sale.

Cost incurred to bringing inventories to its present location and condition includes the cost of raw material on a first in first out basis any direct labour and an appropriate portion of any other direct overhead.

2.3 Financial instruments

2.3.1 Financial assets

2.3.1.1 Trade and other receivables

The financial assets are recognised initially at the transaction price. Subsequently they are measured at transaction cost less provision for impairment. Services are made on normal terms and most of services are made on the basis of normal credit terms, and the receivables do not bear interest.

Where credit is extended beyond normal credit terms, receivables are measured at amortised cost using the effective interest method. At the end of each reporting period, the carrying amounts of trade and other receivables are reviewed to determine whether there is any objective evidence that the amounts are not recoverable. If so, an impairment loss is recognised immediately in the statement of comprehensive income.

2.3.1.2 Cash and cash equivalents

Cash and cash equivalents are defined as cash in hand demand deposits and short term highly liquid investments, readily convertible to known amounts of cash and subject to insignificant risk of changes in value.

For the purpose of cash flow statement, cash and cash equivalents consist of cash in hand, deposits in banks and investments with short maturities. i.e. three months or less from the date of acquisitions less bank overdrafts.

2.3.1.3 Other financial assets

2.3.1.3.1 Held for trading

Held for trading financial assets comprise of investments in equity securities. They are recognised initially at transaction price.

After initial recognition, investments in equities that are publicly traded or for which the fair value can be measured reliably, are measured at fair value with changes in fair value recognised in the statement of comprehensive income. Fair value is determined using the quoted bid price as at the reporting date.

2.3.1.3.2 Held-to-maturity investment (HTM)

Non-derivative financial assets with fixed or determinable payments and fixed maturities are classified as hold-to-maturity when the institute has the positive intention and ability to hold them to maturity. After initial measurement, held to maturity investments are measured at amortised cost using the effective interest rate (EIR) methods less impairment. The EIR amortisation is included in finance income in the statement of comprehensive income. The losses arising from impairment are recognised in the statement of comprehensive income in financial costs. Investments in fixed deposits have been classified under HTM investment.

2.4 Financial liabilities

Financial liabilities are initially recognised at the transaction price (including transaction costs).

2.4.1 Trade payables

Trade payables are obligations on the basis of normal credit terms and do not bear interest.

2.4.2 Interest bearing liabilities

Interest bearing liabilities are subsequently measured at amortised cost using the effective interest method.

2.4.3 Defined benefit obligation

a) Defined contribution plans- EPF and ETF

Employees are eligible for Employees' Provident Fund Contributions and Employees' Trust Fund Contributions in line with respective statutes and regulations. The institute contributes 12% and 3% of gross emoluments of employees to the Employees' Provident Fund and to the Employees' Trust Fund respectively.

b) Defined benefits plans – Gratuity

Provision is made in the financial statements for retirement gratuity payable as per the payment of Gratuity Act No. 12 of 1983. The liability is not externally funded nor is it actuarially valued.

3. Statement of comprehensive income

3.1 Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable, net of discounts, rebates, trade discounts and sales-related taxes collected on behalf of the Government of Sri Lanka.

3.2 Rendering services

Revenue is recognised principally on an accrual basis, represents the values of services rendered to customers.

3.3 Interest and dividend income

Interest income is recognised on an accrual basis. Dividend income is recognised at the time the right to receive payment is established.

3.4 Borrowing Costs

All borrowing costs are recognised in the statement of comprehensive income in the period in which they are incurred.

Interest expense is recognised on the basis of the effective interest method and included in finance costs.

3.5 Income tax

The provision for income tax is based on the elements of income and expenditure as reported in the financial statements and computed in accordance with the provision of the Inland Revenue Act No. 24 of 2017.

3.6 Expenditure recognition

- (a) Expenses are recognised in the statement of comprehensive income on the basis of a direct association between the cost incurred and the earning of specific items of income. All the expenditure incurred in the running of the business and in maintaining the property, plant and equipment in a state of efficiency has been charged to income in arriving at the profit for the year.
- (b) For the purpose of presentation of the statement of comprehensive income the council members are of the opinion that function of expenses method presents fairly the elements of the Institute's performance and hence, such presentation method is adopted.

3.7 Off statement of financial position and statement of comprehensive income items

3.7.1 Events occurring after the reporting date

All material events occurring after the reporting date have been considered and where necessary, adjustments to, or disclosures, have been made in the respective notes to the financial statements.

3.7.2 Contingencies and unrecognised contractual commitments

Contingencies are possible assets or obligation that arises from a past event and would be confirmed only on the occurrence or non-occurrence of uncertain future events, which are beyond the Institute's control.

Notes to the Financial Statements

4. REVENUE

For the year ended 31st March	2019		
	Income	Expenditure	Excess/(losses)
	Rs.	Rs.	Rs.
Study courses			
FCHRM (Foundation course in HRM)	17,919,164	7,946,724	9,972,440
CCHRM (Certificate course in HRM)	147,259,778	40,922,415	106,337,363
PQHRM (Professional qualification in HRM)	274,644,090	109,479,890	165,164,200
NDTHRD (National diploma in training and human resource development)	5,800,601	2,899,298	2,901,303
MSc (Master of Science – HRM and development)	28,554,465	17,496,070	11,058,395
BSc (Bachelor of Science – HR Management)	404,411	442,975	(38,564)
ECOSH (Executive certificate in occupational safety and health)	926,470	811,284	115,186
	475,508,979	179,998,656	295,510,323

5. COMMITTEE EXPENDITURE OVER INCOME

For the year ended 31st March	2019		
	Income	Expenditure	Excess/(losses)
	Rs.	Rs.	Rs.
National HR conference and Events committee	29,526,503	26,239,601	3,286,902
Marketing committee	-	23,542,580	(23,542,580)
Consultancy, training and HR services committee	21,970,925	13,605,834	8,365,091
Research and publications, library development and editorial, committee	-	1,668,897	(1,668,897)
External affairs and national HR initiatives committee	-	9,429,613	(9,429,613)
Finance, administration and IT committee	-	1,230,308	(1,230,308)
Business school and student engagement committee	712,191	7,351,747	(6,639,556)
Member services and events	2,213,004	5,696,799	(3,483,795)
Audit legal and due diligence committee	-	504,600	(504,600)
Strategic planning, professional services and academic affairs committee	-	1,253,127	(1,253,127)
Committee to activate college of past presidents	-	6,392	(6,392)
People development, facility development and compliance committee	-	1,475,565	(1,475,565)
New Infrastructure Planning and Implementation	-	4,735	(4,735)
Annual HR quiz event	3,351,176	3,699,447	(348,271)
	57,773,799	95,709,245	(37,935,446)

6. OTHER OPERATING INCOME

For the year ended 31st March	2019	2018
	Rs.	Rs.
Interest income	16,557,661	10,633,068
Sundry income	844,887	686,434
Dividend income	3,052	22,681
Membership fees	2,382,636	2,153,284
Hall hire income	3,455,048	2,145,851
Fair value gain/(loss) on subsequent measurement of investment in equity securities	(39,675)	18,312
	23,203,609	15,659,630

7. FINANCE EXPENSES

For the year ended 31st March	2019	2018
	Rs.	Rs.
Interest on loans	-	3,138,245
Bank charges	158,200	255,145
Bank charges on accepting credit card payments	1,489,680	1,388,258
	1,647,880	4,781,648

8. INCOME TAX EXPENSE

For the year ended 31st March		2019	2018
	Notes	Rs.	Rs.
Income tax provision for the year	8.1	13,103,762	2,977,259
		13,103,762	2,977,259

8.1 Reconciliation between current tax expenses and the product of accounting excess of income over expenditure

For the year ended 31st March	2019	2018
	Rs.	Rs.
Excess of income over expenditure before taxation	98,359,806	93,395,170
Income does not form part of business	-	(22,681)
Excluded amounts	(3,052)	-
Amounts considered as investment income	(20,002,709)	-
	78,354,045	93,372,489
Aggregate disallowable items	29,045,195	25,055,419
Aggregate allowable items	(33,803,648)	(50,533,956)
Assessable income from the business (2017/2018 exempted from income tax)	73,595,592	67,893,952
Income from investment income	20,002,709	10,633,068
Total taxable income	93,598,301	10,633,068
Tax rate	14%	28%
Liable tax on interest and surplus	13,103,762	2,977,259
Total tax	13,103,762	2,977,259

Notes to the Financial Statements

9. PROPERTY, PLANT AND EQUIPMENT

Description of assets	COST/ VALUATION		
	Balance as at 01.04.2018	Additions during the year	Balance as at 31.03.2019
	Rs.	Rs.	Rs.
Freehold assets			
Land	142,213,406	-	142,213,406
Building	255,256,455	-	255,256,455
Plant and machinery	26,474,411	4,306,750	30,781,161
Furniture and fittings	24,019,041	2,000,972	26,020,013
Library books	4,538,879	75,854	4,614,733
Office equipment	74,539,879	10,898,508	85,438,387
Computer equipment	20,464,593	4,604,300	25,068,893
Total cost	547,506,664	21,886,384	569,393,048

10. INTANGIBLE ASSETS

Description of assets	COST		
	Balance 01.04.2018	Additions year	Balance during the 31.03.2019
	Rs.	Rs.	Rs.
E-books for library	-	1,244,246	1,244,246
	-	1,244,246	1,244,246

	DEPRECIATION			WDV	
	Balance as at 01.04.2018	For the year	Balance as at 31.03.2019	Balance as at 31.03.2019	Balance as at 31.03.2018
	Rs.	Rs.	Rs.	Rs.	Rs.
	-	-	-	142,213,406	142,213,406
	63,075,729	6,381,411	69,457,140	185,799,315	192,180,726
	18,933,813	2,405,501	21,339,314	9,441,847	7,540,598
	12,302,794	2,117,450	14,420,244	11,599,769	11,716,247
	-	-	-	4,614,733	4,538,879
	43,958,867	7,998,611	51,957,478	33,480,909	30,581,012
	14,851,228	2,727,909	17,579,137	7,489,756	5,613,365
	153,122,431	21,630,882	174,753,313	394,639,735	394,384,233

	AMORTISATION			WDV	
	Balance 01.04.2018	For the year	Balance during the 31.03.2019	Balance as at 31.03.2019	Balance as at 31.03.2018
	Rs.	Rs.	Rs.	Rs.	Rs.
	-	124,425	124,425	1,119,821	-
	-	124,425	124,425	1,119,821	-

Notes to the Financial Statements

11. FINANCIAL ASSETS

As at 31st March		2019	2018
	Notes	Rs.	Rs.
Held for trading	11.1	222,797	262,472
Held-to-maturity	11.2	126,918,430	108,582,152
Investments in savings accounts	11.3	56,732,940	36,252,383
		183,874,167	145,097,007

11.1 Held for trading – Investment in equity shares of listed entities

Name of the company	Number of shares as at 31.03.2019	Market value per share as at 31.03.2019	Fair value as at 31.03.2019	Fair value as at 31.03.2018
		Rs.	Rs.	Rs.
Ceylon Investment Co.				
– Registered under CDS	143	36.50	5,220	6,149
– Non-registered under CDS	5,961	36.50	217,577	256,323
	6,104		222,797	262,472

11.2 Held to maturity

As at 31st March	2019	2018
	Rs.	Rs.
Investment in fixed deposits		
Hatton National Bank PLC	68,965,399	65,027,313
Sampath Bank PLC	32,953,031	29,068,065
Seylan Bank PLC	25,000,000	-
Pan Asia Banking Corporation PLC	-	14,486,774
	126,918,430	108,582,152

11.3 Investment in savings accounts

As at 31st March	2019	2018
	Rs.	Rs.
Hatton National Bank PLC – Capital savings account	56,732,940	36,252,383
	56,732,940	36,252,383

12. TRADE AND OTHER RECEIVABLES/PREPAYMENTS

As at 31st March		2019	2018
	Notes	Rs.	Rs.
Security deposits		1,433,440	1,433,440
Advance		4,890,616	3,593,515
Study courses and seminars fee receivable	12.1	188,924,211	113,419,770
Distress loans		4,229,850	916,859
Sponsorship and other receivable		2,612,984	3,340,474
Interest income receivable		7,534,464	5,553,959
Hall/stall booking – NHRC and exhibition		1,597,326	1,660,734
Deferred expenditure – MSC		11,541,098	9,994,096
Prepayments		1,746,160	3,979,834
Rent advance – Colombo		25,086,000	2,200,000
Refundable deposit – Kandy		600,000	-
Rent advance – Galle		1,320,000	1,560,000
Refundable deposit – Kurunegala		2,431,350	1,080,000
Provision for doubtful debtors		(1,675,000)	(1,675,000)
Payments record from students received for course fees		(69,916,174)	-
		182,356,325	147,057,681

12.1 Study courses and seminars fee receivable

As at 31st March	2019	2018
	Rs.	Rs.
Gross receivable	190,329,659	113,811,290
Impairment	(1,405,448)	(391,520)
Net receivable	188,924,211	113,419,770

13. INCOME TAX RECEIVABLE

As at 31st March	2019	2018
	Rs.	Rs.
Balance at the beginning of the year	1,142,266	(2,261,304)
Provision for the year	(13,103,762)	(2,977,259)
	(11,961,496)	(5,238,563)
Less: Tax credits		
Income tax paid during the year	30,506	-
WHT deducted at source	694,794	1,380,643
Economic service charge	2,325,653	5,000,186
Balance at the end of the year	(8,910,543)	1,142,266

Notes to the Financial Statements

14. CASH AND CASH EQUIVALENTS

As at 31st March	2019	2018
	Rs.	Rs.
Cash in hand	52,052	28,155
Savings accounts	963,230	1,122,061
	1,015,282	1,150,216

15. ACCUMULATED RESERVES

As at 31st March	2019	2018
	Rs.	Rs.
Balance at the beginning of the year	455,474,223	365,056,312
Excess of income over expenditure during the year	85,256,044	90,417,911
Balance at the end of the year	540,730,267	455,474,223

16. OTHER FUNDS

	Balance as at 01.04.2018	Additions	Utilisation/ Transfers	Balance as at 31.03.2019
	Rs.	Rs.	Rs.	Rs.
Library fund	697,652	8,000	-	705,652
Jayanta Jayaratna gold medal fund	9,549	97,486	(59,276)	47,759
Death relief donation fund	830,474	21,748	-	852,221
	1,537,675	127,234	(59,276)	1,605,632

17. RETIREMENT BENEFIT OBLIGATIONS

As at 31st March	2019	2018
	Rs.	Rs.
Balance at the beginning of the year	11,373,750	8,411,833
Provision for the year	2,823,056	2,961,917
Payments during the year	(2,692,250)	-
Balance at the end of the year	11,504,556	11,373,750

18. DEFERRED INCOME

As at 31st March	2019	2018
	Rs.	Rs.
(PQHRM) – Professional qualification in human resource management	87,823,365	72,844,182
(CCHRM) – Certificate course in human resource management	10,597,876	24,933,976
(MSC) – Master of Science	24,712,417	21,416,405
(FCHRM) – Foundation course in human resource management	540,441	835,249
(NDTHRD) – National diploma in training and human resource development	2,425,998	3,242,175
(BSc) – Bachelor of Science – HR Management	3,909,314	-
	130,009,411	123,271,987

19. OTHER PAYABLES AND ACCRUED EXPENSES

As at 31st March	2019	2018
	Rs.	Rs.
Stamp duty payable	46,675	43,900
Audit fee payable	-	400,000
NBT payable	1,146,448	860,658
WHT Payable	654,382	-
ESC payable	680,755	647,417
Advance received	1,455,783	783,979
Library refundable deposits	1,723,014	1,602,014
Accrued Expenses	61,357,747	52,261,229
	67,064,804	56,599,197

20. RETENTION PAYABLE

As at 31st March	2019	2018
	Rs.	Rs.
10% retention payable	954,777	687,364
	954,777	687,364

Notes to the Financial Statements

21. BANK OVERDRAFTS

As at 31st March	2019	2018
	Rs.	Rs.
Hatton National Bank PLC	4,013,779	45,485,248
	4,013,779	45,485,248

The overdraft with HNB is secured by lien over a fixed deposits amounting to Rs. 3,891,306.06.

22. COMMITMENTS AND CONTINGENCIES

(a) Capital commitments

There were no capital expenditure commitments as at 31st March 2019 which require adjustment to or disclosure in the financial statements.

(b) Financial commitments

There were no financial commitments as at 31st March 2019 which require adjustment to or disclosure in the financial statements.

(c) Contingent liabilities

There were no contingent liabilities as at 31st March 2019 which require adjustment to or disclosure in the financial statements.

23. EVENTS OCCURRING AFTER THE REPORTING PERIOD

There have been no material events occurring after the reporting date which require adjustment to or disclosure in the financial statements.

24. RELATED PARTY TRANSACTIONS

Payments are made in the ordinary course of business to any member of the institute for certain specified activities. During the reporting period the following members of the Council have been involved in such activities at the request of the Council on behalf of the institute.

Payments made to council members during the reporting period (financial year)

		2019
Name of the council member	Nature of the transaction	Rs.
1. Mr. Rohitha Amarapala***	Membership Interviews	4,000
2. Mr. Ken Vijayakumar*	Lecture, paper setting and marking	367,575
	Consultancy, Seminar and WS	75,000
	Membership interviews	24,000
3. Mr. Ajith P. Bopitiya*	Lecture, paper setting/marking	764,100
	Consultancy, Seminar & WS	275,000
	NDTHRD Syllabus Review	34,500
	Lecture Competency Frame Work	31,500
4. GP. Capt. Manoj Keppetipola*	Lecture, research supervision	1,321,100
	Consultancy, seminar and WS	18,000
5. Mr. G. Weerathunga****	Lecture, paper setting and marking	273,013
	Consultancy, seminar and WS	154,000
	Translation and scrutinising study materials	102,940
	HR Glossary	114,000
6. Mr. Priyankara Seneviratne*	Lecture/interviews	140,650
7. Col. Saman Jayawickrama***	Invigilation	131,750
8. GP. Capt. Kumar Kirinde (Retd.)***	Invigilation & interview	154,600
9. Mr. Priyantha Ranasinghe*	Lecture, paper setting and marking	150,350
	Consultancy, Seminar & WS	60,000
10. Mr. Sanath Palliyaguru***	Lecture, paper setting and marking	31,375
11. Mr. Jayantha Abeyrathna*	Lecture	27,800
	Meeting fee- study text preparation	4,000
12. Mr. Sarath Jayasinghe*	Lecture & Paper Setting/Marking	14,800
	Consultancy, Seminar & WS	389,500
13. Shiwanthie Wijesuriya**	Lecture	41,125
14. Mr. Namal Jayaweera**	Invigilation	37,950
15. Mr. W.A. Soloman Sumanasooriya **	Lecture & Paper Setting/Marking	627,370
16. Mr. Dharshana Amarasiynghe**	Lecture & Paper Setting/Marking	230,775
17. Dr. Chandana Jayawardena**	Lecture	104,000

* Transactions relating to these Council members were considered from 1st April 2018 to 31st March 2019 as they have been members of both Councils, 2017/2018 and 2018/2019.

** Transactions relating to these Council members were considered from 1st August 2018 to 31st March 2019 as they were appointed to the Council on 1st August 2018.

*** Transactions relating to these Council members were considered from 1st April 2018 to 31st July 2018 as they were not in the Council after 31st July 2018.

**** Transactions relating to this Council member were considered from 1st April 2018 to 30th September 2018 as he has resigned from the Council from 30th September 2018.

Detailed Statement of Comprehensive Income

For the year ended 31st March		2019	2018
	Note	Rs.	Rs.
Revenue	A	475,508,979	408,636,106
Direct expenses		(179,998,656)	(138,454,733)
Gross surplus		295,510,323	270,181,373
Committee expenditure over income	A.1	(37,935,446)	(26,588,348)
Other operating income	B	23,203,609	15,659,630
		280,778,486	259,252,655
Administration expenses	C	(175,541,289)	(152,065,214)
Promotional expenses	D	(5,229,511)	(9,010,623)
Finance expenses	E	(1,647,880)	(4,781,648)
		(182,418,680)	(165,857,485)
Excess of income over expenditure before income tax		98,359,806	93,395,170
Income tax expense		(13,103,762)	(2,977,259)
Excess of income over expenditure after income tax		85,256,044	90,417,911

Additional Notes to the Financial Statements

(A) REVENUE

For the year ended 31st March	2019		
	Income	Expenditure	Excess/(losses)
	Rs.	Rs.	Rs.
Study courses			
FCHRM (Foundation course in HRM)	17,919,164	7,946,724	9,972,440
CCHRM (Certificate course in HRM)	147,259,778	40,922,415	106,337,363
PQHRM (Professional qualification in HRM)	274,644,090	109,479,890	165,164,200
NDTHRD (National diploma in training and human resource development)	5,800,601	2,899,298	2,901,303
MSc (Master of Science – HRM and development)	28,554,465	17,496,070	11,058,395
BSc (Bachelor of Science – HR Management)	404,411	442,975	(38,564)
ECOSH (Executive Certificate in Occupational Safety and Health)	926,470	811,284	115,186
	475,508,979	179,998,656	295,510,323
(A.1) COMMITTEE EXPENDITURE OVER INCOME			
National HR conference and events committee	29,526,503	26,239,601	3,286,902
Marketing committee	-	23,542,580	(23,542,580)
Consultancy, training and HR services committee	21,970,925	13,605,834	8,365,091
Research and publications, library development and editorial committee	-	1,668,897	(1,668,897)
External affairs and national HR initiatives committee	-	9,429,613	(9,429,613)
Finance, administration and IT committee	-	1,230,308	(1,230,308)
Business school and student engagement committee	712,191	7,351,747	(6,639,556)
Member services and events	2,213,004	5,696,799	(3,483,795)
Audit legal and due diligence committee	-	504,600	(504,600)
Strategic planning, professional services and academic affairs committee	-	1,253,127	(1,253,127)
Committee to activate college of past presidents	-	6,392	(6,392)
People development, facility development and compliance committee	-	1,475,565	(1,475,565)
New Infrastructure Planning and Implementation	-	4,735	(4,735)
Annual HR quiz event	3,351,176	3,699,447	(348,271)
	57,773,799	95,709,245	(37,935,446)

(B) OTHER OPERATING INCOME

For the year ended 31st March	2019	2018
	Rs.	Rs.
Interest income	16,557,661	10,633,068
Sundry income	844,887	686,434
Dividend income	3,052	22,681
Membership fees	2,382,636	2,153,284
Hall hire income	3,455,048	2,145,851
Fair value gain/(loss) on subsequent measurement of investment in equity securities	(39,675)	18,312
	23,203,609	15,659,630

Additional Notes to the Financial Statements

(C) ADMINISTRATION EXPENSES

For the year ended 31st March	2019	2018
	Rs.	Rs.
Professional charges	4,581,241	3,235,618
Medical expenses – Outdoor	1,055,924	695,141
Staff incentives on attendance	22,000	41,000
Printing and stationery	1,008,204	1,090,157
Advertising expenses	207,683	300,709
Postage charges	614,450	544,584
Water bills	771,875	678,072
Communication charges	1,550,754	1,828,599
Electricity	10,148,912	9,937,140
Salaries and wages	56,068,324	46,550,868
Allowances – Transport and mobile	10,457,995	9,358,608
Allowances – Business school	3,154,088	3,045,331
Overtime/out of pocket allowance	3,774,959	2,557,627
E.P.F.	6,801,513	5,601,652
E.T.F.	1,684,005	1,389,098
Travelling expenses	959,122	891,659
Staff training and development	2,321,549	1,393,870
Office maintenance	2,463,245	1,665,261
Office equipment maintenance	4,018,267	3,749,378
Building maintenance	6,283,821	4,095,305
AGM expenses	3,094,298	2,826,782
Audit fee	677,559	560,302
Ex-gratia payments	9,575,469	8,546,713
Janitorial expenses	3,189,668	2,619,277
Insurance – Building/property	437,397	353,285
Insurance – Medical	959,627	902,149
Depreciation	21,755,306	19,558,350
Gratuity provision	2,823,056	2,961,917
Staff welfare	3,261,866	2,588,025
Miscellaneous expenses	48,125	55,390
Municipal rates	284,040	301,585
Library expenses	201,501	262,791
Stamp duty	1,313,645	132,575
Institutional expenses	635,282	748,865
Fuel for generator	54,780	29,450
Subscription fees	101,550	99,464
Security charges	6,376,792	6,687,814
ISO/5S implementation expenses	617,401	1,433,803
Office rent	1,020,352	1,072,000
Provision for doubtful debtors	-	1,675,000
Impairment of course fee receivable	1,013,928	-
ERP & license fee	151,716	-
	175,541,289	152,065,214

(D) PROMOTIONAL EXPENSES

For the year ended 31st March	2019	2018
	Rs.	Rs.
Programme calendar	-	692,450
Exhibition/career guidance and business development in outstation	1,005,049	3,246,985
Advertisement expenses	288,072	1,460,878
Web maintenance and development	399,840	505,972
Sponsorships	262,500	259,750
Brochures and promotional materials	2,937,976	2,601,899
Business leaders' forum	-	-
Compliments and gifts/donations	336,074	63,491
IPM charter status expenses	-	179,198
	5,229,511	9,010,623

(E) FINANCE EXPENSES

For the year ended 31st March	2019	2018
	Rs.	Rs.
Interest on loans	-	3,138,245
Bank charges	158,200	255,145
Bank charges on accepting credit card payments	1,489,680	1,388,258
	1,647,880	4,781,648

Annexures

Financial Performance • 180

CIPM Centres • 181

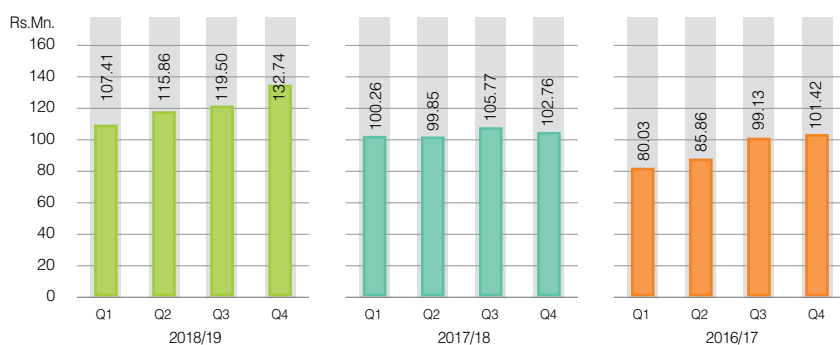
Performance Review (2009 - 2019) • 182

Financial Performance

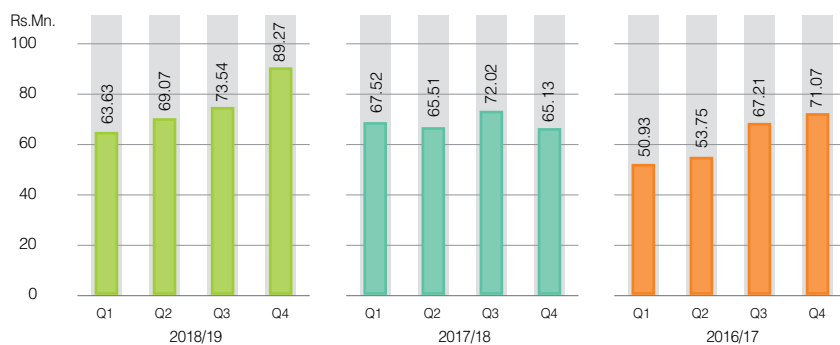
Quarterly Basis

	2018/19					2017/18					2016/17				
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total
	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn	Rs. Mn
Income Statement															
Turnover	107.41	115.86	119.50	132.74	475.51	100.26	99.85	105.77	102.76	408.64	80.03	85.86	99.13	101.42	366.45
Gross Profit	63.63	69.07	73.54	89.27	295.51	67.52	65.51	72.02	65.13	270.18	50.93	53.75	67.21	71.07	242.96
Net Surplus	19.96	21.35	10.76	33.19	85.26	22.89	24.01	23.83	19.69	90.42	7.50	13.00	25.07	31.24	76.81
Balance Sheet															
Total Assets	722.96	758.51	753.15	764.79		626.51	647.55	640.93	694.42		504.91	506.48	523.84	591.67	
Total Equity	476.45	498.43	509.13	542.34		388.25	412.95	436.74	457.01		296.81	309.68	329.68	365.93	
Key Performance Indicators															
Gross Profit Ratio	59.24	59.61	61.54	67.25	62.15	67.35	65.61	68.09	63.38		63.63	62.60	67.80	70.07	
Net Surplus Ratio	18.58	18.43	9.00	25.01	17.93	22.83	24.05	22.53	19.16		9.37	15.14	25.29	30.80	
Current Ratio	1.37	1.39	1.11	1.67		1:1.15	1:1.36	1:1.39	1:1.51		1:0.86	1:0.93	1:0.91	1:1.19	
Quick Ratio	1.36	1.37	1.09	1.66		1:1.12	1:1.33	1:1.36	1:1.45		1:0.83	1:0.89	1:0.88	1:1.15	

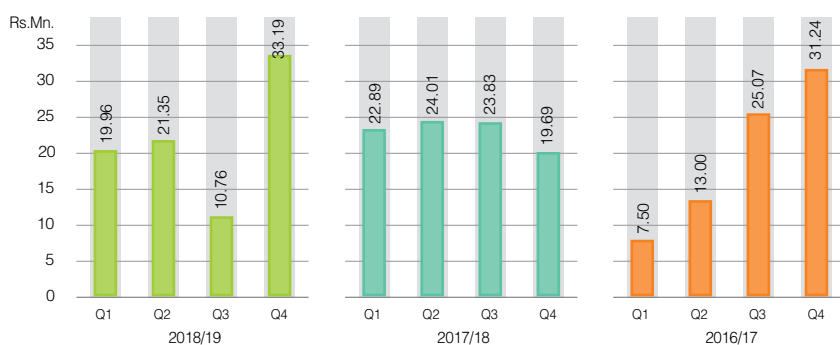
Turnover



Gross Profit



Net Surplus



CIPM Centres

Regional Centres

CIPM KANDY

No. 155 A, William Gopallawa Mw.,
Kandy.

Tel : 081 2238030 - 1

Email : cipmkandy@cipmlk.org

CIPM GALLE

No. 114, Wakwella Rd, Galle.

Tel : 091 2231106 / 091 2231116

Email : cipmgalle@cipmlk.org

CIPM KURUNEGALA

No. 46, Mihindu Mawatha, Kurunegala

Tel : 037 2231992 / 0372231990

Email : cipmkurunegala@cipmlk.org

Affiliated study Centres

CIPM GAMPAHA

Institute of Professional Training &
Development (IPTD)

No. 49/1/2, 2nd Floor, Yakkala Rd,
Gampaha.

Tel : 033 3338486 / 0715-353294

Fax : 033 2234244

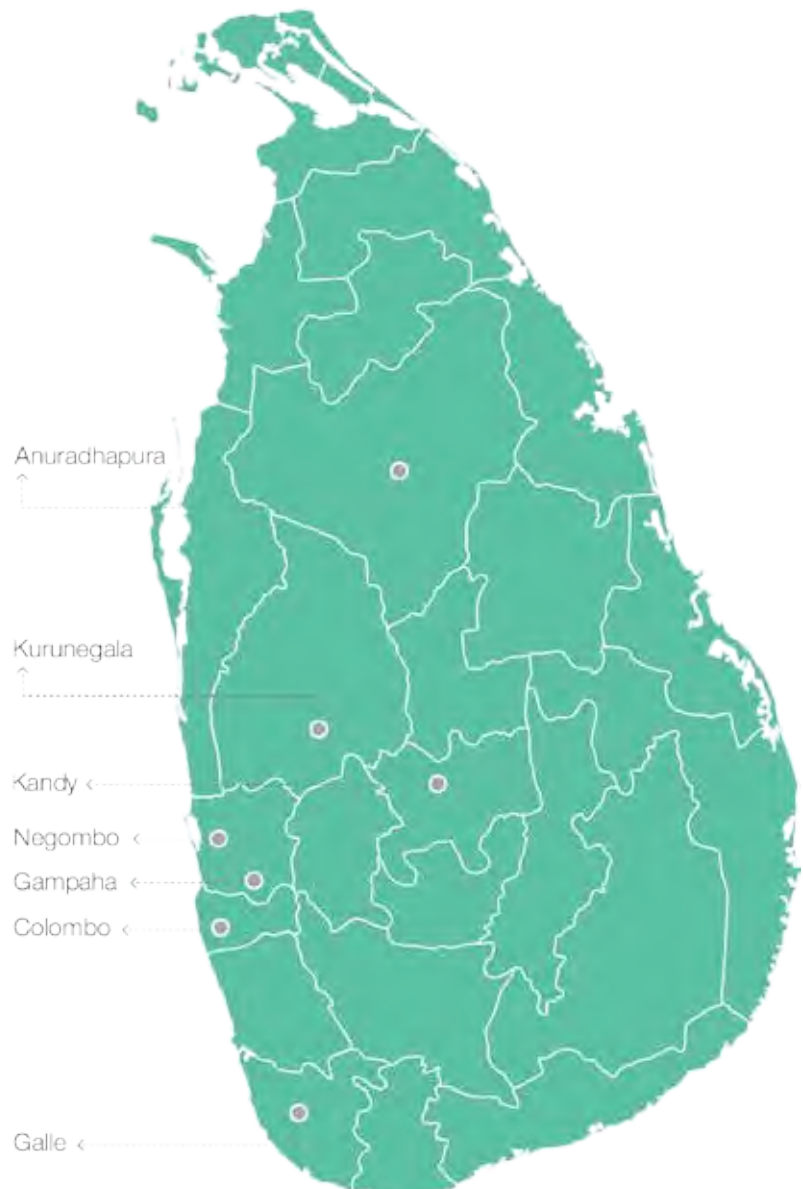
Email : cipmgampaha@cipmlk.org

CIPM NEGOMBO

No. 349/2, AIMS College Building,
Main Street, Negombo.

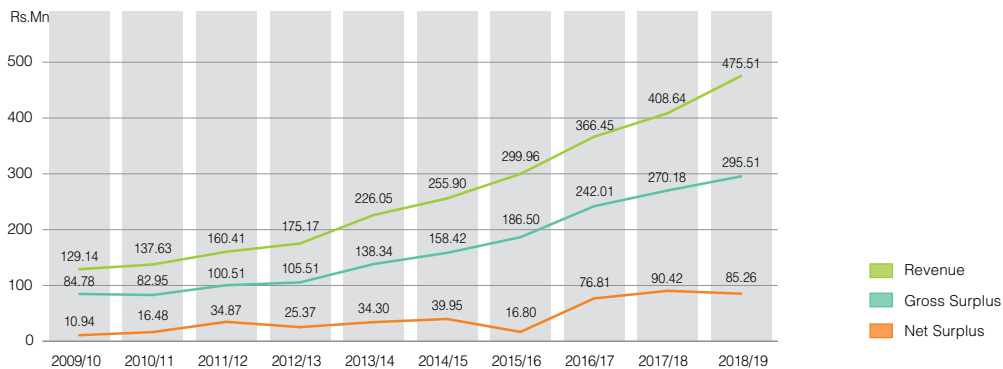
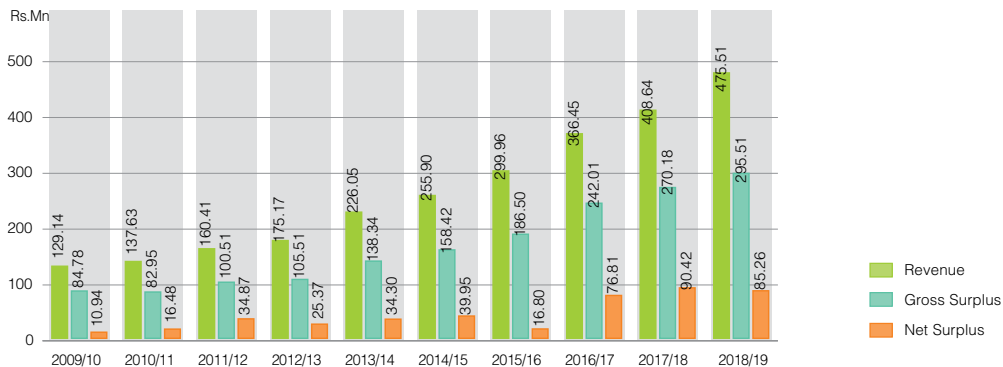
Tel : 031 7388001-20765-30469,
07149196752 / 0765304696

Email : cipmnegombo@cipmlk.org

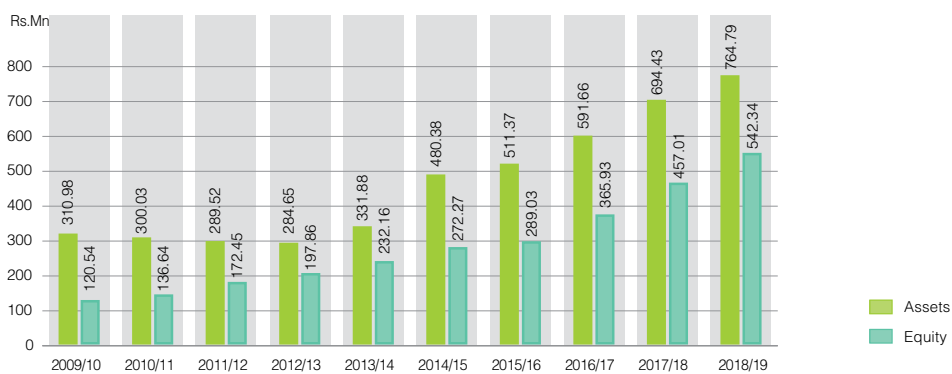


Performance Review (2009 - 2019)

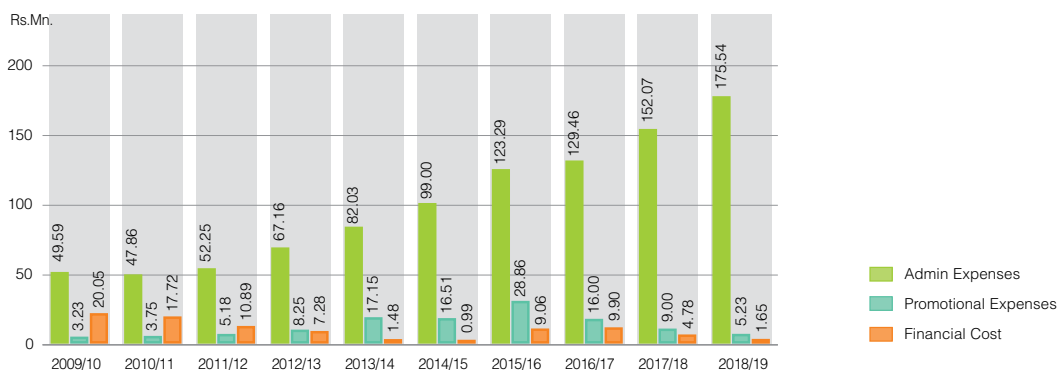
Financial Progress for the last 10 years



Assets & Equity for the last 10 years



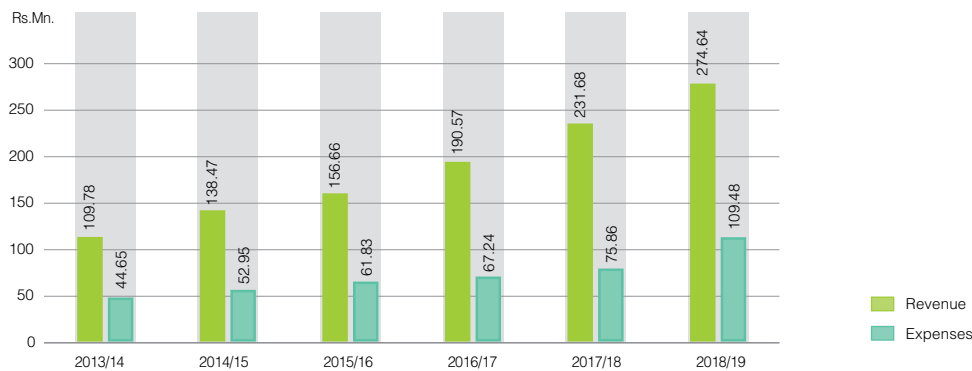
Administration & Other Expenses for last 10 years



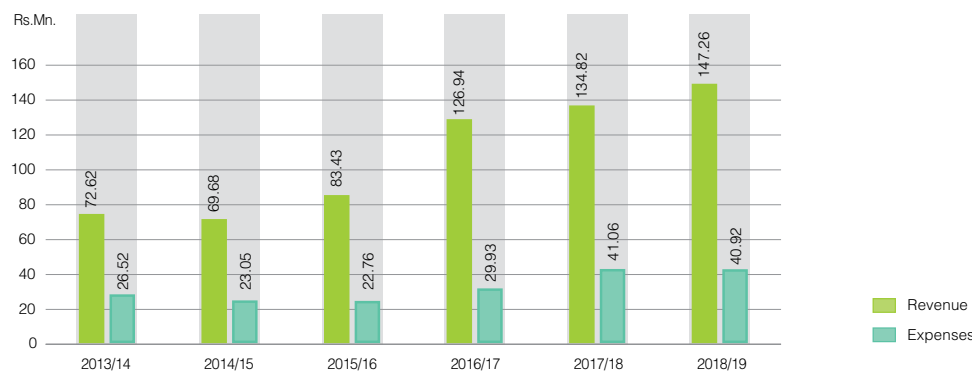
Study Courses & Seminars

Income & Expenditure Comparison for the last 6 years

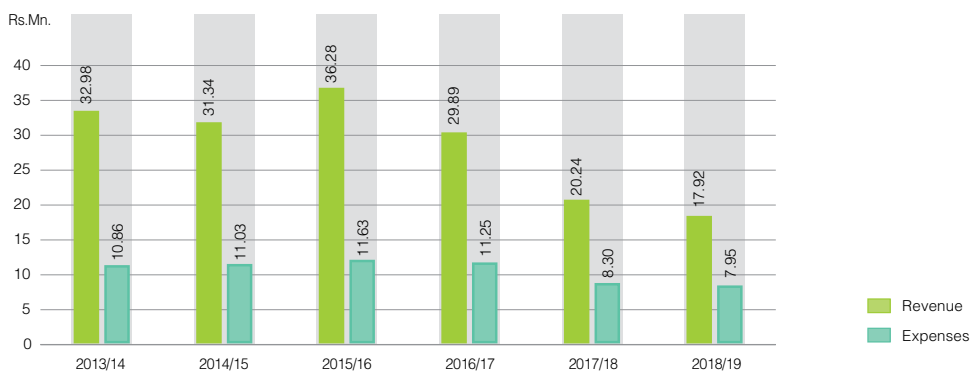
Professional Qualification in HRM (PQHRM)



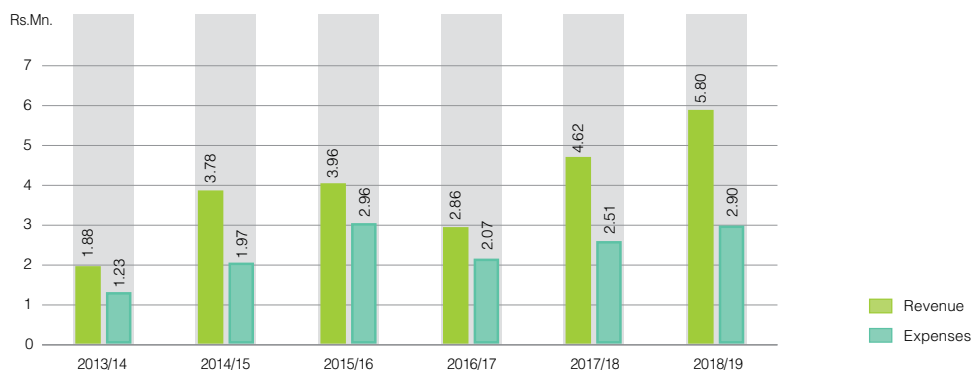
Certificate Course in HRM (CCHRM)



Foundation Course in HRM (FCHRM)



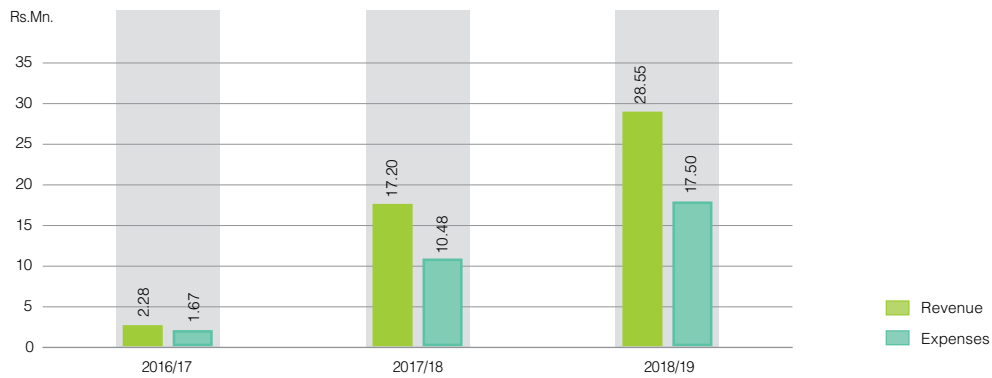
National Diploma in Training & HRD (NDTHRD)



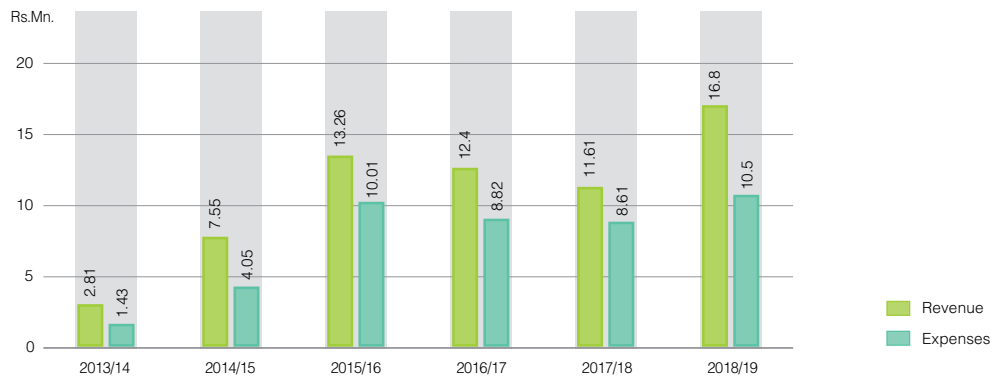
Study Courses & Seminars

Income & Expenditure Comparison for the last 6 years

Master of Science (MSc)



SEMINARS & WORKSHOPS



Notice of Meeting

ADVANCE NOTICE

Date: 10th June 2019

Dear Corporate/Non-Corporate Member

Notice Convening the Annual General Meeting of the Institute - 27th July 2019 (Saturday)

It is hereby notified to all Members of the Institute that the Annual General Meeting of the Institute will be held on 27th July 2019 at 16:00 hrs. The venue will be Waters Edge (Eagle Hall), 316, Ethul Kotte Road, Battaramulla.

The Agenda for the Annual General Meeting is indicated below:

1. Call the meeting to order by the President, CIPM – Mr. Dhammika Fernando – Chartered MCIPM (SL).
2. Observe two minutes' silence as a mark of respect to commemorate members who have passed away.
3. Read the notice convening the Annual General Meeting by Hony. Secretary, Mr. Ken Vijayakumar (Chartered MCIPM)
4. Apologies.
5. Roll Call announced by Hony. Secretary, Mr. Ken Vijayakumar (Chartered MCIPM).
6. Consideration and adoption of Minutes of the last Annual General Meeting held on 28th July 2018.
7. Consideration and adoption of Minutes of the last Special General Meeting held on 23rd March 2019.
8. Consideration and adoption of the Annual Report of the Institute covering the period August 2018 and up to July 2019.
9. Consideration and adoption of the Audited Statement of Annual Accounts of the Institute for the year ended 31st March 2019.
10. Consider any other resolution/s that was/were submitted conforming to specific period of time given and recommended by the Council.
11. President's Address.
12. Installation of the new President in office.
13. Address by the new President.
14. Election of an Auditor.
15. Appointment of the Election Committee.
16. Election of Office Bearers.
17. Any other Business as the Council shall deem correct and appropriate.
18. Vote of Thanks by Hony. Secretary - CIPM.

You are kindly invited to be present.

By order of the Chartered Institute of Personnel Management Sri Lanka (Inc.)



Ken Vijayakumar,

Hony. Secretary - (Chartered MCIPM)

Notes

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Notes

[illegible]

Corporate Information

Name of the Institute

Chartered Institute of Personnel Management Sri Lanka (Inc.)

Legal Form

Founded in 1959

Incorporated by Act of Parliament No. 24 of 1976

Change of name by (Amendment) Act No. 31 of 2018

Registration Number of the Institute

P01/0362

Registered Address

“HR House”,
43, Vijaya Kumaranatunga Mawatha,
Narahenpita, Colombo – 05

Contact Details

Tel : +94 11 2199988, +94 11 2768278, +94 11 2809902

Fax : +94 11 2819988, +94 11 2199975

Email : cipminfo@cipmlk.org

Web : www.cipmlk.org

Auditors

BDO Partners

Chartered Accountants

“Charter House”

65/2, Sir Chittampalam A Gardiner Mawatha,
Colombo – 02,
SRI LANKA

Bankers

Hatton National Bank PLC,

Head Office Branch,

HNB Towers,

479, T.B. Jayah Mawatha,

Colombo – 10

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