

Citizens' Charter

Department of External Resources

Ministry of Finance, Economic Stabilization and National Policies

Vision

Mobilizing resources for sustainable socio-economic development in Sri Lanka.

Mission

To source global knowledge, experience, expertise and resources from both domestic and foreign markets as required for the socio-economic development in Sri Lanka at appropriate terms.

Objectives

- Mobilize external resources at an appropriate terms to finance development needs
- Facilitate the executing and implementing agencies for the better utilization of resources sourced by the Department
- Contribute to the human resources development in the public sector by effective mobilization of overseas capacity building opportunities
- Strengthen the capacity of the Department to fulfil the responsibilities in an effective and efficient manner

Key Functions

- Conduct consultations with development partners and funding agencies to identify development assistance strategies and priorities.
- Co-ordinate Annual Country Partnership Programming activities of the development partners in consultation with the line Ministries/Agencies.
- Prepare project pipelines for foreign financing in consultation with the line Ministries/Agencies, and National Planning Department
- Co-ordinate activities of donor missions from the fact finding stage to the appraisal stage.
- Negotiate financing assistance and make arrangements for signing of loan/grant agreements and make them effective. Activities involved;
 - conduct loan negotiations with the development partners & lending agencies;
 - obtain Government approval and authority for signing of agreements;
 - sign subsidiary loan agreements with the implementing agencies; and
 - fulfil conditions prior to effectiveness of the loan agreements.
- Oversee implementation of projects funded by development partners by;
 - coordinating activities connected with the review missions fielded by the development partners and follow-up on actions recommended;
 - participating in Steering Committees set-up by the line Ministries to monitor implementation of foreign funded projects and reviewing implementation of projects jointly with the development partners;
- Manage foreign training opportunities provided by donors under Technical Cooperation Programmes
- Support to the Manage Government external debt by;
 - Maintaining Government debt portfolio via debt management system (CS-DRMS)
 - Record relevant information of loan payment conditions and covenants

- Record Loan/Grant commitments, Disbursements and interest/principal payments, Exchange rates, interest rates and relevant macroeconomic data
- Authorizing debt service payments to CBSL to settle payment on time
- Forecasting debt service for fiscal management and other decision making
- Disseminating debt data to relevant institutions for accounting and for publications
- Report relevant debt data to World Bank and IMF on quarterly basis and annual basis
- Publish debt data in ERDs website for public use and for other stakeholders
- Reconciling debt data with development partners to improve the data quality
- Compile and analyse debt data as and when required
- Arranging domestic currency financing for working capital and development requirement on request
- Structuring and executing foreign commercial borrowing transactions
- Sourcing and Structuring financing for sustainable debt management funding capital projects
 - Identifying Sustainable Financing sources and structuring projects on need basis
 - Facilitating the selection and structuring of projects for Green Financing.
 - Managing and guiding the post issuance process, reporting and evaluation
 - Building strategic partnerships with national, regional and global stakeholders to enhance sustainable and climate finance mobilization.
 - Assisting and facilitating in the development of green project pipeline in close collaboration with relevant Stakeholders.
 - Designing effective green fund mobilization strategies based on the assessment of the current financing gap to deliver the GOSL's green financing agenda, advise on how the GOSL can most effectively mobilize relevant forms of private finance to play a catalyst role in the transition of the country towards low carbon development oriented, as well as tapping into carbon credit facilities.

- Undertaking stakeholder capacity needs assessment, develop strategies and execute the capacity enhancement
- Facilitate annual budget preparation process of the Government in respect of each foreign funded development projects

We assure through this citizens ' charter our commitment in delivery of our service with

- Integrity
- Judiciousness
- Courtesy
- Understanding
- Objective and impartiality
- Transparency
- Accountability
- Promptness
- Efficiency and Effectiveness

Our Pledge

Service Delivered	Service delivery standards	Relevant law, codes, regulations etc.	Information/document to be submitted (including titles of any forms to be filled and where the form is available any fees to be paid and the location of the payment counter)	Division (name of officer, designation, location, telephone/fax/email)
Managing foreign training opportunities	Depends on the application processing time required by the technical assistance provider for the selection of candidates	Circular No: TA/Circular/2013/14 dated 15.03.2013 Circular No: TA Circular 2013/2014 (ii) dated 24.10.2013	Essential information form of the nominee (ERD form 2) together with following documents required by the technical assistance providers; China <ul style="list-style-type: none"> - Application form - Medical report format - Passport Copy JICA (Young Leaders) <ul style="list-style-type: none"> - Application form 	Technical Assistance Division Ms. Chandrika Senanayake Tel: +94 112 484 703 [Ext: 2213] Fax: +94 112 484 633 Email: chandrika@erd.gov.lk

			<p>JICA (Knowledge co-creation program)</p> <ul style="list-style-type: none">- Application form- Relevant Documents <p>KOICA</p> <ul style="list-style-type: none">- Agreement on Provision of Personal Information to a Third Party- Application Guidelines and Application Form (Online & Invitational)- Consent form Korea- Covid - 19 KOICA Safe Management Guidelines <p>Malaysian Technical Cooperation Program (MTCP)</p> <ul style="list-style-type: none">- Application form (In-Person Course/Online Course) <p>Thailand (TICA)</p> <ul style="list-style-type: none">- Application form	
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Information on government debt management, loans /grants provided by development partners and technical assistance	14 working days	Right To Information Act, No. 12 of 2016	Application form RTI 01	<p>Information Unit Mr. Sampath Mantrinayake Additional Director General +94 112 151 415 [Ext:1289] Fax : +94 112 447 633 Sampath@erd.gov.lk</p> <p>Mr. Rohan Crishantha Director +94 112 484 787 [Ext:2250] Fax : +94 112 447 633 rohan@erd.gov.lk</p>

Our expectation

We appreciate your confidence placed upon us and expect you to be reasonable, fair and prompt in making your requests for our services, are true, correct and comprehensive in furnishing information to us, and have an adequate understanding of what we can cannot be delivering.

Our standards

We will respond to all written communications promptly and in any case within 7 days of their receipt.

Complaint Redressal System

Courteous and helpful service will be extended by all the staff. If you have any complaints to make with respect to the delivery of the above standards you are welcome to register your complaints with the following officers;

Mr. Sampath Manthrinayake	Ms. Hemantha Pubudusiri
Additional Director General	Director
The Treasury Secretariat (3 rd floor), P.O. Box 277, Colombo 01, Sri Lanka	The Treasury Secretariat (3 rd floor), P.O. Box 277, Colombo 01, Sri Lanka
Telephone: +94 112 151 415 Fax: +94 112 447 633 e-mail: sampath@erd.gov.lk	Telephone: +94 112 484 795 Fax: +94 112 447 633 e-mail: hemantha@erd.gov.lk

- All complaints will be acknowledged by within 7 working days and final reply on the action taken will be communicated within 14 working days. We welcome suggestions from citizens/ service recipients.
- Please also enter your details at our website: www.erd.gov.lk or email us at info@erd.gov.lk indicating your willingness to be available for construction, survey on the points enlisted in the Charter.
- We are committed to constantly revise and improve the services being offered under the Charter.

LET US JOIN HANDS IN MAKING THIS CHARTER A SUCCESS!