

**Institutional Action Plan -2026**

**Institution: Palmyrah Development Board (PDB)**

**Capital: 40 Mn**

No	Programs	Projects	Activities	Related main SDG's No	Institutional KPI's	Financial (Rs.Mn)					Physical				Responsible officer	Linked Gov. policy Frame work	
						Annual Financial	Quarterly Financial Targets				Annual Physical	Quarterly Physical Targets					
							Q1	Q2	Q3	Q4		Q1	Q2	Q3			Q4
1	Improving sales of palmyrah products through strenthening local sales of PDB	1.1 Participation of Local exhibition,mobile sales ,etc	Stall arrangemnts,transport and improvement of sales vehicle	IVa	Increased sales turnover	1.0	0.3	0.5	0.7	1.0	10 Nos	20%	40%	80%	100%	Manager (Marketing) / GM Office: 021 2222034   Mobile: 076 665 8876 Email: slpdbho@yahoo.com slpalmyrah@gmail.com	Commitmen t No 08
		1.2 Development of Online Marketing	App Development & Other E-marketing facilities			0.5	0.1	0.2	0.4	0.5	1 unit	20%	45%	75%	100%		
		1.3 Establishing Franchise sales outlets	Franchise stall arrangements			1.00	0.2	0.5	0.7	1.0	7	20%	45%	75%	100%		
		1.4 Improving existing Katpaham sales outlets and opening of new Katpham	Furnitures ,fittings ,baskets infrastrutural improvements ,name boards ,banners .Key Money			2.00	0.4	0.9	1.5	2.0	2-Existing katpaham.3 New Katpaham	20%	45%	75%	100%		
2	Empowering women groups in rural area through palmleaf handicraft trainings	2.1Conduing 6 months basic handicraft training	Providing monthly allowance of 2000/- per trainee	VIa, VIb	Increase number of skill workforce	3.0	0.60	1.50	2.00	3.00	10 trainings (250 trainees)	20%	50%	75%	100%	Manager (Extension) / GM Office: 021 2222034   Mobile: 077 232 1051 Email: slpdbho@yahoo.com  sumithira79@yahoo.com	
3	Restoration and Development of Palmyrah Plantation	3.1Palmyrah seed planting /Seedling preparation and planting	Site selection , Site cleaning seed purchasing Transporting ,Planting	Vb	Increased palmyrah population and maintenance of existing plantations	1.0	0.1	0.2	0.7	1.0	100,000 seeds, 10,000 seedlings	10%	30%	40%	100%	Manager (Plantation Development) / GM Office: 021 2222034   Mobile: 077 232 1051 Email: slpdbho@yahoo.com  sumithira79@yahoo.com	Commitmen t No 09
		3.2 Model farm maintenance and inter cropping	Purchasing planting material ,tools and equipments for farm maintenance work			0.4	0.1	0.2	0.3	0.4	3farms	10%	50%	70%	100%		
		3.3 Propaganda activities for control of tree felling etc.	Printing Posters			0.1	0.0	0.1	0.1	0.1	Posters -500	20%	100%				
4	Strenthening the Institutional facilities of PDB to provide quality institutional service	4.1 Completion of Phase IV work of PTI building , Kaithady	Construction work of PTI building	VIIIb	strengthened institution to provide effective service to the industry	30.00	5.0	15.0	20.0	30.0	1 work (continuation)	10%	30%	70%	100%	Manager (Administration) / GM Office: 021 2222034   Mobile: 076 023 3301 Email: slpdbho@yahoo.com   sbsuthaharan@yahoo.com	Commitmen t No 05
		4.2 Maintainance of Institutional vehicles	Small repairs and Maintainance work			0.50	0.10	0.30	0.40	0.50	3 Vehicles	20%	50%	75%	100%		
<b>Administration Expences</b>						<b>0.50</b>	<b>0.1</b>	<b>0.2</b>	<b>0.4</b>	<b>0.5</b>							
<b>Total</b>						<b>40.00</b>	<b>7.00</b>	<b>19.60</b>	<b>27.20</b>	<b>40.00</b>							

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Recommended by   
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Chairman  
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**Special Project**

**Name of the Project :Strengthening the Palmyrah industry to Enhance Product Quality and Quantity for Increased Export Revenue**

**Institution: Palmyrah Development Board (PDB)**

No	Activity	SDG.No	KPI	Location/ District / DS	Targetted no.of beneficiaries	Project duration	Expected expenditure in 2026 (Rs.Mn)	Financial Targets				Physical Target (with Units)	Physical Targets				Responsible Officers Contact Details (Tel/Fax/Email)	Linked Gov. policy Frame work Page & bullet No.
								Q1	Q2	Q3	Q4		Q1	Q2	Q3	Q4		
1	Conducting Research to boost the innovation in palmyrah sector (preservation technique,reduce the post harves losses,value addition and waste management )	IIa	increased innovations and researches in palmyrah sector	Jaffna /Kaithady	10 industries	March-Dec	1.0	0.4	0.6	0.75	1.0	10 Research	20%	50%	75%	100%	Manager (Research ) /GM	7
2	Interlectual property and Commecialization policy implementation(patancy ,consultancy related activity)			Jaffna /Kaithady	PRI	April-Dec	0.2	0	0.1	0.2	1 Program	20%	50%	75%	100%			
3	Strengthening the research laboratories and maintain the quality standards of the laboratory testing services (ISO accreditation maintenance work ,Equipment service , Calibration, Purchasing of equipments,Chemicals Glass wares and laboratory reconditioning works)			Jaffna /Kaithady	200 Iindustries	Feb-De	5.0	1.0	2.0	4.0	5.0	5 Laboratories	20%	50%	75%	100%		
4	Popularization and Promotion of palmyrah products through Conducting exhibition,awarding ceremony .food festival,Exporters forum,innovation recognition initiative (3Days)	IVa	Increased export linkages to palmyrah products	Jaffna	1000	July - Dec	4.8			4.0	4.8	1 Program		25%	75%	100%	Manager (Marketing )/ GM	
5	Provision of production equipments for Jagary production ,Pulp production , Tuber production and repair or service of existing machines to enhance export production of production centers	IIIa,IIIb	Increased availability of palmyrah value added products throughout the year	Jafna, Kilinochchi, Mullaithivu, Mannar, Trincomalee, Vavuniya	750	Feb-Dec	7.00	1.00	3.00	5.00	7.00	7 Centers	20%	45%	75%	100%	Manager (Production)/ GM	
6	Establishment of Store to maintain the GMP requirement of Kaitahdy production center for export quality pulp based production			Jaffna/Kaithady	Direct -PDB indirect -raw material producers -500	March-Dec	3.00	0.50	1.00	2.00	3.00	1Center	10%	40%	80%	100%		
7	Completion of export quality jaggary production center work -Trincomalee (Floor work, Wall work, Furnance work)			Trincomalee	150 (Tapping families, producers)	March-June	1.50	0.50	1.50			1Center	40%	100%				

8	Renovation of security hut and earth filling of the GMP certified Karainagar export oriented Tuber Production center			Jaffna/ Karainagar	Direct :PDB indirect : raw material suppliers to the center (300)	Feb-Dec	2.00	0.50	1.00	1.50	2.00	1 Center	20%	50%	75%	100%	
9	Supporting production centers to obtain and maintain GMP certification for their products (Purchasing quality control equipments ,infrastrutural improvements ,payments for GMP audits ,repair and service of equipments )	IIIa,IIIb	Increased production of quality value added products available in the market	Jaffna,Mannar	5 Production centers	Feb-Dec	4.00	0.50	1.70	3.00	4.00	3Centers (New), 2 Existing Centers	20%	50%	80%	100%	Manager (Production)/GM
10	Introduce attractive packaging materials to palmyrah products available in the market (purchasing of packaging materials ,packaging and labeling machine )			Jaffna,Mannar, Vavuniya, Kilinochchi	10 production centers	March-Dec	2.00	0.40	1.00	1.50	2.00	10 Products	20%	50%	75%	100%	
11	Training and technology transfer to farmers on post harvest hygienic food production and storage at farm level	IIIa,IIIb	increased technology adoptions in palmyrah sector	Jaffna	50	March-Dec	0.20	0.05	0.10	0.15	0.20	2 Trainings (50 Beneficiaries)	25%	50%	75%	100%	Manager (Research)/ GM
12	Conducting seasonal industrial visits to ensure quality production and inservice training			Jaffna/Kilinochchi / Mannar	100	March-Dec	0.20	0.05	0.10	0.15	0.20	10 Centers	25%	50%	75%	100%	
13	Establishing Institutional business linkage (IBL) - PRI(Conducting meeting , Consutancy , Purchasing accessories for uploading in youtube, )			Jaffna	500	March-Dec	0.50	0.10	0.30	0.40	0.50	1 Unit	25%	50%	75%	100%	
14	Provision of basic handicraft tool sets for handicraft producers	VIa,VIb	Increased skill work force to enhance export oriented production	Jaffna/ Kilinochchi / Mannar/ Mullaitivu/ Trinco/Amparai/Batticaloa	200	April - Oct	2.4	0.00	1.50	2.40		200 Producers		25%	75%	100%	Manager (Extension)
15	Developing export handicraft villages Conducting 3 months Export oriented handicraft training to producers with monthly allowance of 2000/- per month(including training materials,viilage name board ,Product brochrs,ID ,Certificate )			Jaffna/ Kilinochchi / Mannar /Mullaitivu /Trinco /Amparai /Batti /Vavuniya	300	Feb-Dec	2.7	0.20	0.60	1.50	2.70	15 programs (300)	20%	50%	90%	100%	
16	Training on pulp preservation and production of palm based value added products			Jaffna/ Kilinochchi / Mannar/ Mullaitivu/Trinco/ Batti/ Vavuniya	100	May-Dec	0.5		0.10	0.30	0.50	10 trainings (100 Trainees)		20%	50%	100%	

17	Issuing ID Cards to tappers , producers ,exporters &PDB staff		Jaffna/ Kilinochchi / Mannar/ Mullaithivu / Trinco/ Amparai/ Batti/ Vavuniya /Hampanthodda	3000	Feb-Dec	1.5		0.60	1.00	1.50	3000 ID Cards		50%	75%	100%	Manager (Plantation Development)
<b>Administration Expences</b>						1.5										
<b>Total</b>						<b>40.0</b>										



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