

**Constitution on registration of private Arts Institutions (Kalayathana) in the  
Department of Cultural Affairs**

**01. Introduction**

- 1.1 Private Arts Institutions (Kalayathana), which are engaging in promoting our own cultural elements of arts, are registered under the Department of Cultural Affairs with a view to give those institutions the state patronage and recognition at state level.
- 1.2 Accordingly, all the activities of the Art Institutions which were registered under the Department of Cultural Affairs shall be carried out in compliance with this new constitution.
- 1.3 This constitution shall be subject to amendments from time to time depending on exigency of service.

**02. Classification of Art Institutes (*Kalayathana*)**

- 2.1 The Art Institutes (*Kalayathana*) are classified as follows;
- I. Art Institutes of up country tradition
  - II. Art Institutes of low country tradition
  - III. Art Institutes of Sabaragamu tradition
  - IV. Art Institutes for Music
  - V. Art Institutes for Ballets and creational dancing
  - VI. Art Institutes for Kolam Dramas
  - VII. Art Institutes for Nadagam
  - VIII. Art Institutes for Puppetry
  - IX. Art Institutes for Geta Bera (*A drum with a knot*) beating
  - X. Art Institutes for Ruhunu drum beating
  - XI. Art Institutes for Hevisi beating (*Daula/Thammattama*)
  - XII. Art Institutes for Udekki and Pantheru beating
  - XIII. Art Institutes for Indian dancing

- XIV. Art Institutes for Raban beating
- XV. Art Institutes for local Arts and Sculptures
- XVI. Art Institutes for Rituals (Shanthikarma)
- XVII. Art Institutes for Angampora (A form of traditional martial art)
- XVIII. Art Institutes for Ballets/ Children's Play/ creative drama
- XIX. Art Institutes for Baila
- XX. Art Institutes for social cultural elements of external folk tribes
- XXI. Other (not belong to the above category)

When registering Arts Institutions (*Kalayathana*), any single institution should be categorized under any one of the above categories mentioned in 2.1. Similarly, an Art Institute (*Kalayathana*) which has been registered under a specific category has no any obstruction to teach or perform shows related to the subjects in other categories. But the progress review of the Art Institute will be carried out only on the subject coming under the registered category of Art Institute (*Kalayathana*) for the purpose of giving assistance.

2.2 Any single person could register any one Art Institute under his/her name. But he/she can conduct several Art Institutes.

2.3 The Art Institute can be conducted by using an appropriate name at his/her discretion, but it is compulsory to add the word '*Kalayathana*' at the end of its first name.

### **03. Buildings & other Requirements**

3.1 An Art Institution can be conducted in a private building or in a common building which belongs to the government or in any vacant building belong to any other institution (with the consent of the owner). However, it is essential to maintain the office of the Art Institute in a permanent residence or in a permanent building near by the Art Institute. The name plate as well as the other goods of the arts institution should be there.

3.2 If the Art Institution is functioning in a preach hall of a temple, in a hall of a school or in other institute or in other personal building, a letter of expression of interest of the building owner shall be attached to the application.

3.3 The building in which the Art Institution is housed shall be positioned apart from the places of residents in order to overcome the obstructions for neighbors.

3.4 The Art Institute can be conducted in a covered theater or in an open air theatre.

#### **04. Instruments required for an Art Institute**

4.1 The art institute should possess the quantities of instruments mentioned below.

##### **Art Institutes of up country tradition**

Dandiyama 01	Geta bera 02
Thalampata 02	Pair of Anklets 02
Pantheru 02	Udekki 02
Conch shell 01	other dancing instruments

##### **Art Institutes of low country tradition**

Dandiyama 01	Low-country drum 02
Thalampata 02	Mask 02
Gara Ves mask 02	Pair of string of Anklets 03
Conch shell 01	Other dancing instruments

##### **Art Institutes of Sabaragamu tradition**

Daula 02	Thalampata 02
Pair of Anklets 02	Udekki 02
Conch shell 01	Dancing instruments for folk dances

##### **Art Institutes for Music**

Shruti box 01	Thambura 01
Flute 02	Violin 02
Esraj 02	Thalampata 02
Udekki 02	Tabla 01
Geta Bera 02	Low-country drum 01
Daula 02	Other musical instruments

##### **Art Institutes for Ballets and creational dancing**

Geta Bera 01	Daula 02
Conch shell 01	Thammattama 01
Low-country drum 01	Tabla or Mrudanga 01

Udekki 02

Other instruments

**Art Institutes for Kolam Dramas**

Dandiyama 01

Conch shell 01

Low-country drum 02

Thalampata 01

One in each mask of Mudali, Nonchi, Jasaya, Lenchina, Anabera, Hewa, Police, Nagaraksha, Raksha

**Art Institutes for Nadagam**

Harmonium or Serpina, One in each suite of costumes

Other drums 02

**Art Institutes for Puppetry**

Harmonium 01

Maddalaya 01

Thabla 01

Low-country drum 01

Sets of Puppets 01

Thalampata 01

Learning equipment

**Art Institutes for Geta Bera (*A drum with a knot*) beating**

Geta Bera 04

Conch shell 01

Thalampata 01

Pair of Anklets 01

**Art Institutes for Ruhunu drum beating**

Ruhunu drums 04

Conch shell 01

Thalampata 04

Pair of Anklets 01

**Art Institutes for Hevisi beating (Daula/Thammattama)**

Daula 04

Horanewa 02

Thalampata 04

Thammattama 04

Conch shell 01

**Art Institutes for Udekki and Pantheru beating**

Udekki 07

Thalampata 02

Getabera 01

Pantheru 07

Pair of Anklets 02

Conch shell 01

**Art Institutes for Indian dancing**

Dandiyama, Mrudanga / Dolak/ Thabla

Thamil 02

Pair of Anklets 04  
Thalampata 02  
Conch shell 01

**Art Institutes for Raban beating**

Raban and required instruments, if practice revolving 02  
Hand Raban, if practice hand Raban beating 06  
Thalampata 04  
Getabera 01  
Udekki 01  
Ruhunu drum 01

**Art Institutes for local Arts and Sculptures**

Drawing tables & chairs 04  
Lead 04  
Drawing board 04  
Sets of paint brushes 02  
Tool kits required for sculpting  
Canvas or drawing papers

**Art Institutes for Rituals (Shanthikarma)**

Getabera 03  
Daula 02  
Pair of Anklets 01  
Low country drum 02  
Anklets 01  
Conch shell 02

**Art Institutes for “Bali”**

Arm-let 04  
Molding tools

**Art Institutes for Angampora (A form of traditional martial art)**

Swords, Mini swords, Thomara, Spears, hatchets, Kala kirigna, bludgeon, shield, Yagadawa and other instruments with Drum sounds-making instruments, Accepted drums, accepted costumes, chains, leather belts and other tools.

**4.2 Equipment and documents which should be available in a Kalayatana (an Art Institute)**

- I. Register of student admissions
- II. Daily attendance Register
- III. Log Book (For reporting the inspections and other proceedings)
- IV. Time table
- V. Notice Board
- VI. Syllabus papers
- VII. Inventory
- VIII. File which depicts the qualifications of the Staff
- IX. File which contains the documents received from Government

- X. Sign Board of Kalayatana with the State Emblem
- XI. File which contains the activities of Kalayatana
- XII. Certificate of Registration (After the registration of Kalayatana.)

**05. Head of the Kalayatana**

- 5.1 The person who runs the Kalayatana is the Head of Kalayatana.
- 5.2 It is not compulsory to be the Head of Kalayatana a person with proficient in art works. If a qualified teacher or a staff is not employed only, educational qualifications of a teacher mentioned in No.6 herein below should be fulfilled.

**06. Staff**

At least one qualified teacher should be available for teaching the subject in Syllabus of the category registered the Kalayatana. The relevant Teacher should fulfill at least one qualification mentioned under No. 6.1 below.

**6.1 Qualifications pertaining to a teacher**

- 6.1.1 Should have possessed a Degree certificate issued by the University Of Visual & Performing Arts of Sri Lanka.
- 6.1.2 A person who has only preliminary and intermediate certificates at National Dancing / Music Examination conducted by the Department of Examinations should have obtained B.A (External) Degree Certificate with Aesthetic subject.
- 6.1.3 Should have possessed the Final certificate of National Dancing /Music Examination conducted by the Department of Examinations.
- 6.1.4 If comes from traditional family of artistes, the details of ancestral hierarchy should be presented along with a report from the Divisional Secretary and it should be mentioned in the covering letter of the Divisional Secretary.)  
(In such an instance, traditional Artistry (for three generations)
- 6.1.5 Should have studied a continuous period of 10 years from a traditional artiste generation or at a Kalayatana conducted by such Artiste. (Written evidences should be produced.)
- 6.1.6 Should be a Kalabhushana Honor awardee conferred by the Department of Cultural Affairs. (for the relevant subject.)
- 6.1.7 Final certificate of the course at Bellwood Fine Arts College/ Visharad Certificate issued by Indian Music Teaching Institute/ Tower hall Theatre Foundation and affiliated Institute. (The above qualifications are sufficient to be a Head or a teacher of a Kalayatana.)

**07. Students**

The daily attendance of students should not be less than 20.

**08. Holding Classes**

Classes should be held in all 07 days of a week or minimum of 02 days per week or at least 10 hours in a week not less than 02 hours per day. Number of days conducting classes should not be less than 96 days per year. (However Kalayatana is permitted to grant long leave on the reasons such as New year, Religious festivals, farming, it is not permitted to grant long leave at their own discretion.)

**09. Registration of a Kalayatana.**

- 09.1 The Divisional Secretary should verify that Kalayatana has existed continuously at least for one year prior to registration.
- 09.2 The application recommended for registration of Private Kalayatana at the Department of Cultural Affairs should correctly be filled and presented through Grama Niladhari to the relevant Cultural Officer/ Cultural Promotion Assistant / Promotion Officer of the Divisional Secretariat attached to the Department of Cultural Affairs.
- 09.3 If it has fulfilled the basic qualifications for registration, Cultural Officer/ Cultural Development Assistant / Development Officer will check the relevant Kalayatana and forward it to the Divisional Secretary along with her /his report and such recommendation along with a covering letter from the Divisional Secretary will be forwarded to the Department of Cultural Affairs.

**10. Syllabuses**

The Department of Cultural Affairs issues the syllabuses according to each category of Kalayatana. Those syllabi consist of the minimum courses on subjects to be compulsorily taught by a Kalayatana. Furthermore, Kalayatana are free to teach addition subject matters and implement recommendations of the creative dance or Music / dance examinations.

**11. Kalayatana Examinations**

Department of Cultural Affairs joins hands with the Department of Examinations to conduct examinations annually/ from time to time. Students who have completed each syllabus can sit for the examination. Examination comprises two parts as written and practical. Minimum of 40 marks should be obtained for written and practical parts each to pass the entire examination. Those who obtain 41-50 marks, 51-60 marks, 61-70 marks and 71-100 marks will be awarded a Certificate of simple pass, a Certificate of credit pass, Certificate of merit and Certificate of excellence respectively.

Additionally, Department of Cultural Affairs does not issue Certificates of Proficiency for students who are studying at Kalayatana.

(Director (Cultural Affairs) has the power to amend the Rules of Examinations as required from time to time. A copy of the amended Circulars is sent to the Divisional Secretary and the Officers of the Department attached to the Regional Offices.)

**12. Supervision of Kalayatana**

Supervision is carried out from time to time as required by the Divisional Secretary or his representatives including the closest Supervisor of the Kalayatana, the Grama Niladhari of Grama Niladhari Division where the Kalayatana is situated, Cultural Officer, Cultural Development Assistant, and other officers of the Department of Cultural Affairs. It is the responsibility of the Head of Kalayatana, other teachers and students to provide necessary assistance in all such supervisory activities.

**13. Payment of Aid / Assistance to Kalayatana**

The aid/ assistance for Kalayatana which is granted annually can be obtained after elapsing one year subsequent to the registration at this Department. Cultural Officer/ Cultural Development Assistant or any other authority appointed for the purpose should check the Kalayatana and the Survey Reports of relevant years should be sent along with the

recommendation of the relevant Divisional Secretary to obtain such Assistance. Assistance to Kalayatana is granted once a year for only active Kalayatana.

**14. Amendment of Kalayatana registered**

District/ Division of Divisional Secretariat/ Head of the Kalayatana/ Name of Kalayatana registered at the Department of Cultural Affairs can be amended. If it is required to make such amendments, recommended applications for the purpose should only be used. Fully and correctly furnished applications should be forwarded, through the Grama Niladhari, to reach the Cultural Officer/ Cultural Development Assistant / Development Officer attached to the Department of Cultural Affairs of the relevant Divisional Secretariat.

Then, the Cultural Officer/ Cultural Development Assistant / Development Assistant will scrutinize the relevant information. If it is suitable to make the amendment, it will be forwarded to the Department of Cultural Affairs along with his/ her report and the recommendation of the Divisional Secretary.

**15. Cancellation of Registration**

Action is taken to cancel the registration of Kalayatana which infringe the facts mentioned in the above conditions or reduced the requirements or act as to make the Department disrepute.

**N.B.** It should be considered that the Constitution of registration of Kalayatana become enforced at the event of non- compliance occurred between the Constitution of Registration of Kalayatana and the Manual for registration of Kalayatana in connection with the registration and furtherance of private Kalayatana.

Anusha Gokula Fernando  
Director of Cultural Affairs

**Application for the registration of private Kalayathana under the  
Department of Cultural Affairs**