

Pension Circular No: 09/2015 (Revision II)

My No- Pen/ Circular /2017
Department of Pensions
Maligawatta
Colombo 10
09.Nov.2017

Secretaries to all Ministries,
Chief Secretaries to Provincial Councils,
Heads of Departments/Commanders of Tri Forces,
District Secretaries,
Divisional Secretaries,
Heads of Local Governments.

Payment of Death Gratuity, Revised Death Gratuity and Revised Pension Gratuity.

(Sending revised pension applications online.)

This circular is issued further to the instructions of pension circular no. 09/2015 dated 14.09.2015 and pension circular no. 09/2015 (revision I) dated 08.02.2016 on the above subject.

02. Necessary facilities to conduct the pension revision process online have been arranged. Connections to log in for these services are available as a special link of PMS (Pension Management System) in Department website www.pensions.gov.lk.

03. When obtaining this service initially, relevant government institution and officers using should be registered and access could be made by using the password given after then. Re-registration of currently registered government institutions is not necessary.

04. Services Provided

1. Ability to send the pension application (PD 06) online in an instance where the pension of a public officer is revised.
2. Facility to print the revised award form (Treasury 79) (This shall be validate after the signature placed by the head of the institute).
3. Ability to perform the pension revisions expeditiously and reduce the time spends therein.
4. Ability to view the information in any instances related to the application.

05. Complete Instruction Manuel for getting access to the above service is attached as Annexure 01 to this circular. In addition, the needful facilities have been provided to view the way to use the software by videos displayed in the web link www.sathkara.pensions.gov.lk/guidlines.

06. This service is commenced with effect of 10.11.2017, and revised hard copies of pension applications sent accordingly the previous procedure (PD 06) shall not be accepted thereafter.

07. Your cooperation is highly expected in order to succeed the actions taken by the Department of Pensions to improve the usage of information technology in order to expedite the efficiency and quality of the government service.

08. This circular is issued with the concurrence of the Secretary to the Ministry of Public Administration and Management.

Sgd. / A. Jagath D. Dias

Director General of Pensions

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2 Secretary to the Prime Minister	-	do
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