විදුලි පණිවුඩ : "විශාම වැටුප්" සොබෙ தந்தி : "ஒய்வூதியம் " கொழும்பு Telegrams: "PENSIONS " Colombo

2320316 தெலைபேசி 2421786 Telephones | 2431305

GUANO 2342078



Your No.

විශාම වැටුප් දෙපාර්තමේන්තුව ஓய்வு தியத் திணைக்களம் DEPARTMENT OF PENSIONS

ාලිගාවක්ත මහලේකම් කාර්යාලය,
මාලිගාවක්ත,
කොළඹ 10.
மாளிகாவத்தை செயலகம்,
மாளிகாவத்தை.
கொழும்பு 10.
Maligawatte Secretariat,
Maligawatte,
Colombo 10.
22 01 2007

PN/4042 / E

Pensions Circular No. 4/2007

To all Officers in Foreign Missions, Divisional Secretaries, Bank Managers,

PAYMENT OF PENSIONS TO SRI LANKAN PENSIONERS RESIDENT ABROAD

Pensions Circular Number 5/2005(1) issued on 25.11.2005 titled "Payment of Pensions in Sri Lanka to Sri Lankan pensioners resident abroad" is repealed hereby and this circular is issued in revision thereof.

This circular is issued for the purpose of enabling nearly 30,000 Sri Lankan pensioners who are resident abroad to draw their pensions without any hindrance. Accordingly any Sri Lankan pensioner resident in a foreign country may draw their pensions in the following means.

1. Drawing the pension as a foreign pension.

Pensioners resident in the United Kingdom, Australia, Canada and India may draw their pensions through their respective High Commissions. Pensioners resident in other countries may draw their pensions through the office of the Crown Agent.

Following documents have to be submitted to this department for drawing pension as a foreign pension.

- A. Two Roll Forms, duly perfected.
- Two copies of recently taken photographs in passport size (which should be В. certified by the officer who certified the Roll Form.)
- C. Documents in proof of residence (Certificate of Citizenship/ Residence Permit/ documents issued by the foreign mission in proof of residence)
- Certified copies of passport. D

Payments will be effected through the High Commission or the Crown Agents immediately these documents are received.

2. <u>Drawing arrears of unpaid pension as a lump sum by a pensioner on his return to Sri Lanka at the relevant Divisional Secretariat where the pension file is maintained.</u>

For this purpose, the following documents should be submitted to the Divisional Secretariat.

- A A written request declaring that the arrears of pension for the relevant period have not been drawn.
- B. Copy of passport.

Payment of arrears of pensions will be effected through the Divisional Secretariat.

3 Drawing the pension by producing the life certificate.

Duly perfected Life Certificates - Pension Receipt Form (Pensions 01) or if a Widows' and Orphans' Pension, a Form Tr. & Audit 129 and Life Certificate attached Annexe 01 should be submitted by pensioners in each month to their assigned bank of branch in Sri Lanka where they draw pensions. The following instructions should be followed when forwarding the life certificates to the bank.

- (A) The life certificate should be sent directly by post from the country of the residence, to the bank from which the pension is drawn.
- (B) The life certificate should be duly certified in the country of residence of the pensioner. Following persons may certify Life Certificates.
 - I. Staff Officers of Government of Sri Lanka or of a foreign country
 - II. Members of the Foreign Service of Sri Lanka or authorized officers in mission
 - III. Commissioned Officers of Army, Navy or Air Force
 - IV. Notary Public or Justice of Peace
 - V. Judicial Officers, Barristers, Solicitors, Advocates or Legal Officers
 - VI. Physicians, Surgeons, Registered Medical Officers, Pharmacists or Nurses
 - VII. Senior Police Officer

Address or the official stamp of the officer who attested signature should be clearly placed.

An additional copy of the life certificate in respect of the month of January each year should be posted to the Assistant Director (Foreign Pensions) Department of Pensions, Maligawatte Secretariat, Maligawatte, Colombo 10. This shall come in to force from January 2007.

4 <u>Producing life certificate with an affidavit by a relative or a representative of the pensioner.</u>

A pensioner resident abroad may forward the duly perfected and certified life certificate to a relative or a representative who stand to produce it to the bank with the affidavit Annexe 02. (Life certificates even received on fax also submitted alone with the affidavit)

The relative or the representative of the pensioner should send a copy of the life certificate and affidavit in respect of the month of January each year to this department, at the address mentioned 3 above.

It is hereby notified that the instructions in this circular shall come into effect from January 2006.

K.A. ThilakaratneDirector General of Pension

Cummer margal

Copies

- 1 Secretary to the Ministry of Public Administration and Home Affairs- f.i.
- 2 Secretary to the Ministry of Foreign Affairs f.n.a.
- 3 Secretary to the Ministry of Finance f.i.
- 4 Government Agents/ District Secretaries f.i.
- 5 Auditor General f.i.

Annex -01

Life Certificate

Name of pensioner	:
Present Address in abroad	:
Pension Number	:
Name of the bank from which pens	ion
Is drawn and the account number	:
Passport/ National Identity Card	
Number	
Citizenship Card/ Permanent Reside	ent
Card Number	
Signature of the Pensioner	······································
Date	:
The above pensioner placed	his/her signature in my presence today.
Attesting Officer (signature)	
Name	
Address	
Date	

Ba	ank Manager,
	Branch
	AFFIDAVIT BY A RELATIVE OR A REPRESENTATIVE OF THE PENSIONER.
I,	of
	ring a Buddhist / Christian / Muslim / Hindu do hereby solemnly and truly declare on oath and firm that:
1	I am the affirmant above named.
2	Mr. / Mrs who draws pension at the
	(name of pensioner)
	Divisional Secretariatunder Pension
	(name of divisional secretariat)
	No. /Widows' and Orphans' Pension No is presently residing
	(mention number)
	at
	(foreign address)
3	Life certificate to prove that the pensioner is living at the time of declaration is annexed hereto.
4	I am a relative / a representative of the above pensioner, and a permanent resident at
	(Permanent address)
	and posses National Identity Card No
	(National Identity Card No.)
	present I maintain Current / Fixed Deposit Account No
	(Account no.)
	(Bank and bank branch)
5	Further I declare that the widow / widower has not entered into another marriage

	life certificate produced by me is true cate, I agreed to reimburse the amount credited in t I am fully aware that I shall be liable to any
Read over and explained by me the above affirmant, read and appeared to understand and the contents hereof and	AFFIRMANT
placed his hand this day of/	JUSTICE OF PEACE

PENSION RECEIPT FORM Pensions 01

(For use by Sri Lanka Government Pensioners resident abroad)

Name of Pensioner:	
Pension No.	
Ks. c.	Received from the Government of Sri Lanka the pension and allowances due to me for the month of
Monthly Pension	19
Consolidated Allowance	I hereby declare that during the above-mentioned period-
Married Allowatice	(1) 1 am NOF in receipt of any communication in respect of any employment under Government, Local Authority, State Corporation, Statutory Beard or any other Government appared institution or organization of
***************************************	Sci Lanka:
Gross Amount payable Deductions:	(2) I am NOT in receipt of any OTHER pension from the Government of Sri Lanks or a pension from a Boosl Authority in Sri Lanks : and
W. & O. P. Abatement	<u>.</u>
Income Tax	(3) I am/*am not entitled to the "MARRIED ALLOWA- NCE" on my pension.
P. S. M. P. Λ.	 The pensioner should delete whichever is not applicable.
Net Amount payable	
en e	
	Signature: Aftix Stamp
NOTE	Date:
(2) The "AUTHORETY" and "CERTIFICATE" columns on reverse of the form should be completed.	
DEST, OF PRINTING. RI LANGA (CETTOF)	

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White Printed and the Control of the	Please credit to my Account No. 4000011504-100001
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- bered istance that whing of Beyellow water in which	
and to the best of my knowledge and belief is the	49
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person certifying	
Committee of the control of the cont	Received payment on behalf of the pensioner.
Name I	** · · · · · · · · · · · · · · · · · ·
Designation:	and the second s
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New may pensonal	La Conseque
्री प्राप्त के किया है। बीटाराकी कुल के पुरुष नेत्री तेत्र को तेत्री के किया के असलेका स्वास्त्री कर स्वास्त्री के स्वास्त्री के स्वास्त्री	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
To be signed by ony one of	of the following persons :
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receipt of a salary of not le	Foreign Service of Sri Lanka in less than Rs. 7,500 p.a.
997 A Commissioned Off 109 A Commissioned Off Force of Sri Lanka.	Officer of the Army, Navy or Air
(4) A Notary Public of	or other person authorised to critical history which the Certificate is to be a wind on the section of the sect
	itor or "Advocate" authorised" to
(5) A Barrister, Solicite practise in the territory in v	which the Certificate is given and benefit at a side of a contract
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சிதிச் சட்டத்தின் 41 ம் பிரிதனம் பாக்கவும். நிதனை மறும்லைத் சென்ற சொறுப்படு இன்வு காரச்சம்பளம் பக்கம் தொடுத்தப்பட	ිනාගතයක් මින්ත ක්රියා විශාල වැටසු සහ අතිකත් දීම්කා Allorance to stidents	<u> </u>
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யறைமுடியாகிட்டால், உறநிபபத்றிரத்தி. இசோச தத்தயப் பத்திர்நம் திரபிபட் டன் செயன்றும் பண்டி செருத்தும் அதி	ெல் செல்லபட்டவுள்ள விதாவையற்ற முறையின் 20ம் ஆண்டு	}
ளிக்கு மாருத்தவச் சானந்தமு கறுப்ப வணுமை.	RECEIVED from the Republic of Sri Lanks the amount specified above being	} <u>-</u>
KOTE	my pension said other allowances in full for the month of	}
the widow on her re-marrings. If the widow is unable to attend in person tocave payment, the Certificate and althority must be filled in. A Medical eithean self-marring in the marring when the paying the payment of the pa	Date J Stamp of 10 cents for sume	क्ष ज
Book all Sund was and Oct.	புருவிக பூறுக்/முக்கிய கவனத்துக்கு/IMPORTANT	
විවිතොත් මෙම විශාම රුවන්	නියෙන් පසු වා නැවත විවාහයකට ඇතුලත් නොවී සිටින බවක්, එසේ නැවත	විවාහ
எனது கணவனின் மாணக்கின்	වීණ කරන (නොනෙස්) ලක්කා බවත්, මෙයන් දිවුරා පුකාශ කරමි.	
I declare on honour that I have not	பின் நான் மறுமாளம் செய்துகொள்ளவில்லே என்பதை கிகவாசத்துடன் வெளிப்படுத்தி வுக்கோடக்கம் உபலாரச்சம்பனம் பெறுவதற்குளிய உரிமையை இழப்பேன் என நான் அறி சுமையாவத் Succing rouseard's death. I am aware that I coase to be entitled to this pension on my re	வேன்.
 මහෙන් සැපෙන වසය අවුරුද 18ද මහෙන් සැපෙන, විවාහ නොවූ ? මෙයින් පුහාස කරයිටීම, 	අධු සුතුන්* සිටින/නොසටින් බව ද, දී. බලප විචිමු දේවාගේ උපන් දිනය : දී. බලප විච්මු දේවාගේ උපන් දිනය : දී. බලප විච්මු දේවාගේ උපන් දිනය :	
	ர பின்னோகள் என்னிடம் சாந்து "இருக்கி 2. கடைசி ஆண்டின்னேனே பிறந்த இடஇ:	
 கிலாகம் சென்னத பெண்டின் முர்கள்/இருக்கவில்லே. I hereby declare that 	வாகாட என்னிடம். சாடுத்த *இருக்கே - 4. விவாகம் செய்யாத கடைபிப் பெண்பின்னின் பிறந்த நிகதி :	
 *I/have/have no/unmarried d 	the same of the same the same of the same	
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නා ගැන සහ නොවල වා වනද මහාගෙන් වැරදිල්ව ම වියන් දුමු බවන් මගේ නොදෙන දුන්නේ ලෙස නියේ පුනුව දුන් ගැනීම.

**consider නියේ පන්සිය විය සහ සහ 15 වන සහ අත්තර් දෙන්න සහ සහ 15 වන සහ අත්තර් දුනුව සහ සහ 15 වන සහ අත්තර් දුනුව සහ 15 වන සහ 15 වන සහ 15 වන සහ 15 වන අත්තර් දුනුව සහ 15 වන සහ 15 වන අත්තර් දුනුව සහ 15 වන අත

අත්සත, නාම, නිලය. ලියුම් ලැබෙන පිළිපේළ සහ වාරම්ක පැමුප	
உறுகியந்தது பலரின் கூடுவர்களும் பெய ஒம், உதடுகோகரும், வெராமும், வருட்சள் பலரும்	ļ
Signature, name, designation, address	

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na }	

බල පනුය அத்காரதத்துவப் பத்திரம் Authority

ගෙවන නිලධා ී සැන	
பளம் கொ ்க்கும் உத்தியோகத்தருக்கு ,	
THE PAYING OFFICEB.	

මෙය රැගෙන එන
වූදල් ගෙවනු මැ නවී .
தமாடுசல் த இது கொண்டுவரும்
பணத்தைக் கொடுக்கவும்.
தயவுகெய்துவரிகில் என்ற
வங்கி இலக்கம்க்கு வரவு கையுக்கவும்.
Please pay bearer/Please Credit to my Bank A/c. No.
Benk

වීලාම වැටුප් ලබන්නියගේ අක්සන. Eueros sidumid Gugunanten en Du Signature of Pensioner,

විශාව වැටුප් ලබන්නිය වෙනුවෙන් මුදල් හාර ගනිමි. sustant சப்பாக பெறுவகள் பெருட்டுப் பணத்தைப் பேற்ற கொண்டேன். Received psymout on behalf of the pensioner.

> හාරගත්තා අයගේ අත්සත. பளம் பெறுபவரின் கைபொப்பம். Signature of Receiver.