

My No: PN/Circular/2014
Department of Pensions
Maligawatte,
Colombo 10.
26/03/2014

To all Secretaries to Ministries,
Chief Secretaries of Provincial Councils,
Heads of Departments,
District Secretaries, Commanders of Three Armed Forces,
Divisional Secretaries,

Expediting of Payment of Pension Gratuity to the retiring Public Officers

A decision has been made to implement an alternative method to pay pension gratuity through state banks in addition to the present payment system performs by the Department of Pensions with the view of making the payments swift, and efficiently to the public employees retiring from public service. Accordingly, the pensioner will be offered the opportunity to select one of the following preferred methods to draw pension gratuity.

- (I) Payment of pension gratuity by the Department of Pensions according to the present payment method
- (II) Payment of pension gratuity from state banks as per the pensioner's consent according to the present calculation system

02. The gratuity of the pensioners who declare consent as above (II) will be credited by the Bank of Ceylon, People's Bank, National Savings Bank to the bank accounts opened by the relevant pensioners in state banks according to the calculations made by the Department of Pensions.

03. Payment of pension gratuity through banks will be implemented as mentioned below.

- (I) Calculating pension gratuity according to the present system and forwarding the same to state banks mentioned in Para 02
- (II) The gratuity paid to the pensioner will be recovered within 18 years without interest and the pensioner will be entitled to the unreduced pension after 18 years

- (III) Pensioners who are already receiving monthly pension should fill in the form (GT1) to declare consent and forward it through the Divisional Secretary
- (IV) The officers retiring in future should fill in the form (GT1) and submit along with the pension applications
- (V) The outstanding amount of the pension gratuity of a pensioner died before completing 18 years would be borne by the government.

04. The gratuity of the pensioners who are not declaring consent to the new system will be paid through imprests provided by the General Treasury as they received.

05. The duly filled applications may be forwarded to the Department of Pensions, Maligawatte, Colombo 10 by post or personally handed over to the above address or faxed via 2342078, 2432214, 2391403, 2329634, 2449108, 2386469, 2432008.

For further details please log into the official website of the Department of Pensions www.pensions.gov.lk or contact through the following numbers.

2432008, 2434974, 2336913, 2209865, 2329634, 2472182, 2431612

This circular is issued in with concurrence of the General Treasury.

Sgd./ S S Hettiarachchi
Director General of Pensions

Copies to : 01. Secretary to the President
 02. Secretary to the Prime Minister
 03. Secretary to the Cabinet of Ministers
 04. Secretary- Public Service Commission
 05. Auditor General
 06. General Manager – People's Bank/ Bank of Ceylon/ National Savings Bank

Declaring consent to draw pension gratuity through banks

01. Pension No. 02. N.I. C. No.

03. Name in Full:

04. Residential Address:

05. Telephone No. Home Mobile

06. Last employed institution: Central government/
Provincial Council/ Ministry/ Department/ Local Authority –

07. Divisional Secretariat Division:

08. According to the Award Letter:

Gratuity	Rs. Cts.	
Reduced pension	Rs. Cts.	
Unreduced pension	Rs. Cts.	
Department recoveries	Rs. Cts.	
Date of commence of monthly pension		

09. The details of bank account which I opened to draw pension gratuity through bank is stated below.

Bank	Branch	Account No.
People's Bank		
Bank of Ceylon		
National Savings bank		

10. Bank and bank branch from which the pension receiving at present

11. The consent to draw pension gratuity through a bank under the new method is declared. I agree this gratuity to be recovered within 18 years maximum.

Date:

Signature of Declarant

Director General of Pensions

Above details are correct. Forwarded

Date:

Secretary to the Ministry/ Head of the Department/ Divisional Secretary