

**Pension Circular No.: 06/2022 (I)**

My No. : PN/Circular/2022

Department of Pensions,

Maligawatte,

Colombo 10.

09.06.2023

To All Secretaries of Ministries,  
Chief Secretaries of Provincial Councils,  
Heads of Departments,

**Instructions for the recovery of contributions to Widows'/Widowers' and Orphans' Pensions from the officers go overseas on employment as per the Public Administration Circular No.14/2022**

Your attention is hereby drawn to Pension Circular No.06/2022 dated 20.09.2022.

02. Steps to be followed on recovery of contributions to Widows'/Widowers' and Orphans' Pension of the officers go overseas and avail local leave as per Public Administration Circular No.14/2022 and 14/2022(II) have been issued by Pension Circular No.06/2022. However, it is observed that this procedure still has not been properly followed by many officers who avail no-pay leave.

03. A balance has been observed in the Account No.204100119026661 of Director General Pensions at Peoples' Bank Head Office Branch due to remittances made to the account without proper registration in the Information Technology system of the Department of Pensions.

04. Therefore, it has been difficult to identify officers and to verify their balances and salary step accordingly. The administrative and institutional issues arise as of this should be sorted-out by respective Heads of Institutions and officers concerned. The Department of Pensions is not liable for any violation of this formal method introduced.

05. In order to overcome these situations, it is informed to notify the details of officers who have availed leave as per above circular while serving under your Ministry to reach at the Department of pensions via e-mail [wopcontribution@pensions.gov.lk](mailto:wopcontribution@pensions.gov.lk) before 30.06.2023 by a form prepared as per the Annexure 01

06. Your assistance in this regard is highly appreciated.

Sgd:

**A. Jagath D. Dias**

Director General of Pensions

Copy :

01. Secretary to the Ministry of Public Administration and  
Home Affairs, Provincial Councils and Local Government } F.Y.K.I.

