



මගේ අංකය
எனது இல. } Pen/D.S./L.C./2021
My No.

ඔබේ අංකය
உமது இல. }
Your No.

දිනය
திகதி } 2020/12/03
Date

To all Divisional Secretaries,

Pensioners' Life Certificate – 2021

The required specimen form of Pensioners' Life certificate, for the consecutive year 2021 is forwarded herewith. You are kindly informed to prevent the acceptance of any other specimen formats except the given specimen for the year 2021.

02. Your attention is drawn to the section 08 of this specimen. Accordingly it is mandatory to enter the information of the guardians for the pensions that are payable through guardians. Further the relevant life certificate shall be filled into the pensioners' file with a record immediate after the insertion of the said specimen into your computer system.

03. Following shortcomings have been discovered during the audit inspection when obtaining the life certificates; accordingly actions should be taken to rectify those situations. Therefore,


- I. Ensure whether the National Identity Card number is compulsorily inserted and it's correct.
- II. The signature and date of the pensioner is mandatory and should be attested by Grama Niladhari placing signature included official seal.
- III. The reason shall be included as a special note by the Grama Niladhari in the format, when a life certificates are marked with fingerprints instead of signature.
- IV. Life certificates shall be updated in the data system before 31.03.2021. It is informed the salaries of those pensioners whose life certificates have not updated by the said date will be suspended by May 2021.

04. Additionally, your attention is drawn to the letter of Secretary of Ministry of Internal and Home Affairs and provincial Councils and Local Governments No.HAF-2/15 CORDI/1507- (SUB I) dated 06.11.2019 on the actions taken when obtaining the life certificate form clergies.

05. Furthermore, it is not required to obtain the life certificate from pensioners who use digital life certificate system according to pension circular 2/2020.

06. It was instructed by my letter විවැ/දි.ස/පී.ස/2020 that the pensions will be stopped at pensioners who fail to submit the life certificate for 2020 by 2019/12/06, Although action were not taken to stop any pension as instructed due to prevailing Covid -19 pandemic situation. Therefore it is advised to prioritize to obtain life certificates of those who failed to provide 2020 life certificate.

07. Your corporation in this regard is highly appreciated.



A. Jagath D. Dias

Director General of Pensions

Copies – 1) Secretary, Ministry of Public Service, Provincial Councils and Local Government
2) Secretary, State ministry of Internal Security, Home Affairs and Disaster Management
3) To all District Secretaries

Districtwise count-gn not certified 2020

	district	count
1	Colombo	1578
2	Ampara	94
3	Anuradhapura	96
4	Badulla	35
5	Batticaioa	4
6	Galle	48
7	Gampaha	70
8	Hambanthota	16
9	Vavuniya	19
10	Kaluthara	89
11	Kandy	43
12	Kegalle	24
	Kilinochchi	6
14	Kurunegala	47
15	Mannar	21
16	Matale	43
17	Mathara	14
18	Monaragala	13
19	Mulative	2
20	Nuwara Eliya	7
21	Polonnaruwa	16
22	Puttalam	30
23	Rathnapura	17
24	Trincomali	2
25	Jaffna	7



Issued free of charge
Pensioners' Life Certificate – 2021

Serial No
(To be numbered by
Grama Niladhari)

The Relevant Divisional Secretariat where the pension is paid:

Wishing a Happy Peaceful and Prosperous New Year 2021 for you and your family!!
Note: Pensioners who use digital life certificate services are not required to complete this form. They can walk in to any facility where the digital life certificate service is provided and use the service to mark their states.

Please fill this certificate before **31.03.2021** and submit to the Grama Niladhari of your residential area.
Please note the pension payments for pensioners who don't submit this form by the said date shall be **withheld from May 2021.**

1. Name with initials		
2. National Identity Card No (Mandatory)		
3. Date of Birth (Year/Month/Date)		
4. Pension	Type	Number
5. Residential Address		
6. Telephone No	Residence	Entering your Mobile No is mandatory since the monthly pension details are forwarded to the mobile.
	Mobile	
7. Grama Niladhari Division / No		
8. Name of the Guardian , if any		
8.1 National Identity Card No of the Guardian		
8.2 Telephone No of him/her	Residence	
	Mobile	

I declare the aforementioned information is true and accurate.

Date.....

Signature of the pension recipient

Report of Grama Niladhari

Observations

It is certified that aforementioned retired Reverent/Clergy/Mr/Mrs/Miss is a permanent/temporary resident of the relevant address or in Grama Niladhari Division. He/She is in/not in good health condition to manage own works. This name is /is not included in the voter List.

Date.....

Signature of Grama Niladhari and Official Stamp

Counter Signed

Date.....

Signature of Divisional Secretary/Authorized Officer and Official Stamp

Who submitted the certificate of Residence to Grama Niladhari
Place (✓) in the relevant cage.

Pensioner		Guardian	
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Extract from here
Declaration of Acceptance of Life certificate

Pension No Name.....
The acceptance of the submitted certificate of Residence is certified.

Date accepted.....

Pension Subject Officer / Grama Niladhari