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எனது இல. }
My No. }

Pension Instructions
Letter No. 04/2022

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உமது இல. }
Your No. }

දිනය
திகதி } 06.2022
Date }

To Secretaries of all Ministries,
Chief Secretaries of Provincial Councils,
Secretaries of State Ministries,
Heads of Department,
District Secretaries,
Divisional Secretaries,

Online Registering of old members of Widows' / Widowers' and Orphans' Pension Schemes who have registered under old No: 82/83 and M/F categories for

Your attention is hereby drawn to Public Administration Circular No. 26/2017 dated 12.10.2017 and Pension Circular No. 04/2017 dated 20.10.2017 on the above matter.

02. After the particulars are entered in the data system for re-registration in Widows' / Widowers' and Orphans' Pension Scheme, these particulars should be certified and approved in the system as per the personal file by the officer handling the respective file.

03. Once such approval is made, a copy of the new membership card of Widows' / Widowers' and Orphans' Pension Scheme, which is taken from the computer system, should be included in the personal file of the officer. Further it is hereby notified that it is not necessary to send the printed application and relevant annexes to the Department of Pensions.

04. Action should be taken to cancel user accounts when the officer in charge of the subject is transferred. If the officer working in charge of the same subject at new service station, previous user account can be reactivated with the inclusion of new service station.

Sdg./A.Jagath D.Dias
Director General of Pensions

Copies:

01. Secretary of the Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government - For information
- 02 Auditor General - For information