



பிரதம செயலாளர் செயலகம், வட மாகாண சபை
 ප්‍රධාන ලේකම් කාර්යාලය- උතුරු පළාත් සභාව
 Chief Secretary's Secretariat, Northern Provincial Council



கன்னியா வீதி, வரோதயநகர், திருக்கோணமலை
 කන්නියා පාර, වරොතයනකර්, ත්‍රිකුණාමලය.

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எனது இல.

உமது இல.

திகதி

මගේ අංකය

ඔබේ අංකය

දිනය

My No.

Your No.

Date.

NP/09/PFR/2009

11.02.2009

Provincial Treasury Circular No: PT/03/2009

Secretaries,
 Deputy Chief Secretaries,
 Heads of Departments,
 Northern Province.

PAYMENT OF COMMUTED PENSION TO THE RETIRED OFFICERS

It is the practice of the Department of Pensions to issue cheques in respect of commuted pension of officers who retire from service in the official name of the Head of Department.

2. It has been reported that some departments keep these cheques in their Deposit Account; use the imprest for some of their purposes and pay the retired officers later. That practice is irregular.
3. Once the cheque is received, you may deposit that cheque in your bank account, recover the outstanding amount if any, write a cheque out of the imprest available in your bank account and take action to pay the officer immediately. It is not necessary to wait until such time the cheque is realized.
4. Please comply with these instructions in future.

S. Rangarajah,
 Chief Secretary.

- Copy to: 1. Director General of Pensions, Dept of Pensions
 2. Chief Accountant, Dept of Pensions.
 3. Secretary to the Hon.Governor, NP
 4. Deputy Chief Secretary – PPA, NP
 5. Auditor General – Trincomalee
 6. Provincial Audit -NP

For information Please.