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තත්ති: "ඉය්‍යුතියම්" කොළඹ
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எனது இல. }
My No. }

මගේ අංකය }
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DEPARTMENT OF PENSIONS

මාලිගාවත්ත මහලේකම් කාර්යාලය,
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කොළඹ 10.
மாளிகாவத்தை செயலகம்,
மாளிகாவத்தை,
கொழும்பு 10.
Maligawatte Secretariat,
Maligawatte,
Colombo 10.

දිනය } 25/11.2005
திகதி }
Date }

Pensions Department Circular No. 5/2005 (1)

To all Officers in Foreign Missions,
Divisional Secretaries,
Bank Managers,

**PAYMENT OF PENSIONS TO SRI LANKAN PENSIONERS
RESIDENTABROAD**

Pensions Circular Number 5/2005 issued on 27.07.2005 titled "Payment of Pensions in Sri Lanka to Sri Lankan pensioners resident abroad" is repealed hereby and Pensions Circular Number 5/2005 (1) is issued in revision thereof.

Nearly 20000 Sri Lankan pensioners are resident abroad, and several instances have come into light where others have been fraudulently drawing the pensions of pensioners even after their death. As such this circular is issued with a view to minimize such frauds, and as a guideline to Sri Lankan pensioners resident abroad. Accordingly any Sri Lankan resident in a foreign country may draw their pensions in the following means.

1. Drawing the pension as a foreign pension.

Pensioners resident in the United Kingdom, Australia, Canada and India may draw their pensions through their respective High Commissions. Pensioners resident in other countries may draw their pensions through the office of the Crown Agent in United Kingdom.

Following documents have to be submitted to this department for drawing pension as a foreign pension.

- Two Roll Forms, duly perfected.
- Two copies of recently taken photographs in passport size (which should be certified by the officer who certified the Roll Forms.)
- Documents in proof of residence (Certificate of Citizenship/ Residence Permit/ documents issued by the foreign mission in proof of residence)
- Certified copies of passport.

Payments will be effected through the High Commission or the Crown Agents immediately these documents are received.

2. Drawing arrears of unpaid pension as a lump sum by a pensioner on his return to Sri Lanka at the relevant Divisional Secretariat where the pension file is maintained.

For this purpose, the following documents should be submitted to the Divisional Secretariat.

- A. A written request declaring that the arrears of pension for the relevant period have not been drawn.
- B. Copy of passport.

Payment of arrears of pensions will be effected through the Divisional Secretariat.

3. Drawing the pension by producing the life certificate.

Pensioners are required to produce their duly perfected life certificates - Pension Receipt Form (Pensions 01) or if it is a pension that belongs to Widows' and Orphans' Pension Scheme a Form Tr. & Audit 129, each month to their assigned bank of branch in Sri Lanka where they draw pensions. The following instructions should be followed when forwarding the life certificates to the bank.

- (A) The life certificate should be sent directly by post from the country of the residence, to the bank from which the pension is drawn.
- (B) The life certificate should be duly certified in the country of residence of the pensioner. (Address or the official stamp of the officer who attested signature should be clearly placed. Officers who eligible to certify signatures are specified in the Pension Receipt Form, (Pensions 01) or (Form Tr. & Audit 129).

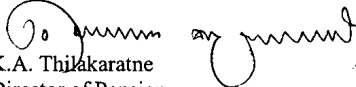
An additional copy of the life certificate in respect of the month of January each year should be posted to the Assistant Director (Foreign Pensions) Department of Pensions, Maligawatte Secretariat, Maligawatte, Colombo 10. This shall come in to force from January 2006.

4. Producing life certificate with an affidavit by a relative or a representative of the pensioner.

A pensioner resident abroad may forward the duly perfected and certified life certificate to a relative or a representative who stand to produce it to the bank with the affidavit annexed hereto.

The relative or the representative of the pensioner should send a copy of the life certificate and affidavit in respect of the month of January each year to this department, at the address mentioned 3 above.

It is hereby notified that the instructions in this circular shall come into effect from January 2006.


K.A. Thilakaratne
Director of Pension

Copies

- 1 Secretary to the Ministry of Public Administration and Home Affairs- f.i.
- 2 Secretary to the Ministry of Foreign Affairs – f.n.a.
- 3 Secretary to the Ministry of Finance – f.i.
- 4 Government Agents/ District Secretaries – f.i.
- 5 Auditor General – f.i.