

Pension Circular: 01/2025

My No:Pen/Pol/06/10-2025

Department of Pensions

Mailgawatta

Colombo 10.

29 .05.2025

Secretaries of Ministries

Chief Secretaries of Provincial Councils

Heads of Department / District Secretaries / Commanders of Three Armed Forces

Divisional Secretaries

Adjusting pension in accordance with the revision of salaries in budget proposals - 2025

Provisions have been issued to pay salaries as per budget proposals 2025 to the posts / services / service categories of public service by Public Administration Circular 10/2025 dated 25.03.2025, to Chief Justice and Judges of Superior Courts by Management Services Circular No 02/2025, to Judges of High Courts and Officers of Sri Lanka Judicial Service by Management Services Circular No 03/2025, to Staff of the Parliament by Management Services Circular No 04/2025 and to Three Armed Forces by Management Services Circular No 05/2025.

02. Government has decided to implement the payment of salaries under 03 phases as per the provisions of the above circulars and to enforce new salary scales from 01.01.2025 and further to pay salaries based on new salary scales from 01.04.2025 without paying arrears in salaries.

03. When calculating pension, pension gratuity, death gratuity and widows', widowers', and orphans' pension for the posts / services / service categories mentioned in para 04 below, a summary of the provisions to be applied out of the provisions indicated in this circular.

Serial No	Applicable posts/services/service categories	Provisions to be made applicable		
		Calculating pension and pension gratuity	Calculating death gratuity	Calculating widows', widowers' and orphans' pension
i	Posts / services / service categories of public service	04.1.1	04.1.2	04.1.3
ii	Chief Justice and Judges of the Superior Courts	04.2.1	04.2.2	04.2.3

iii	Judges of High Courts, and officers of the Judicial Service of Sri Lanka	04.3.1	04.3.2	04.3.3
iv	Staff of the Parliament	04.4.1	04.4.2	04.4.3
v	Three Armed Forces	04.5.1	04.5.2	04.5.3

04. When the salary revision is made on the above manner, pension, pension gratuity, death gratuity and widows', widowers', and orphans' pension should be calculated in the following manner.

04.1. Calculation of pension, pension gratuity, death gratuity and widows', widowers', and orphans' pension as per provisions of Public Administration Circular 10/2025 dated 25.03.2025 in relation to the revision of salaries.

04.1.1. Pension and Pension Gratuity

- i. Monthly pension calculated as per Public Administration Circular 03/2016 dated 25.02.2016 and subsequent circulars should be paid to officers, who had been in service on 01.01.2025 and retired after serving on 31.03.2025 as the last day or on a day prior to the above, up to 30.06.2025. Monthly pension of these officers should be prepared again based on the new salary scales included in schedule II of Public Administration Circular 10/2025 and the salary prepared in the above manner should be paid from 01.07.2025.
- ii. Pension Gratuity of the officers mentioned in 04.1.1 (i) above will not be revised based on the salary scales indicated in Public Administration Circular 10/2025.
- iii. Pension will be paid to the officers, who had been in service on 01.04.2025 and then retire, based on the full monthly pension as per new salary scales indicated in schedule II of Public Administration Circular 10/2025.
- iv. Pension gratuity of officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 or on a day prior to the above, should be calculated based on the amount paid to him/her in relation to the salary of

the officer indicated in schedule III of Public Administration Circular 10/2025.

- v. Officers mentioned in 04.1.1. (i) are entitled to the following allowances along with pension only up to 30.06.2025 and the officers mentioned in 04.1.1 (iii) are not entitled to the following allowances along with pension.
 - a) Allowance of Rs.5,000/- paid monthly to the pensioners as per Public Administration Circular 03/2022 dated 13.01. 2022
 - b) Special Interim Allowance of Rs.3,000/- paid monthly to the pensioners as per Public Administration Circular 14/2024 dated 07.08.2024

04.1.2. Death Gratuity

- i. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.01.2025 and demised whilst in service on up to 31.03.2025, death gratuity should be calculated based on the salary received by the officer at the time of death i.e. the salary, which was being paid to the officer as per Public Administration Circular 03/2016 dated 25.02.2016 and subsequent circulars
- ii. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.04.2025 and demise whilst in service up to 31.12.2026, it should be calculated based on the amount paid to the officer at the time of death based on the amount paid him/her in relation to the salary of the officer mentioned in schedule III of Public Administration Circular 10/2025

04.1.3. Widows', Widowers' and Orphans' pension

04.1.3.1. Granting entitlement to Widows', widowers' and orphans' pension for the officers who demise whilst in service

- i. Widows' Widowers' and orphans' of the officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, should be made entitled to the non-reduced salary calculated as per the salary; which was

being paid to the officer as per Public Administration Circular 03/2016 dated 25.02.2016 and subsequent circulars, as the widows', widowers', and orphans' pension. The widows', widowers', and orphans' pension, which is granted as per above, should be paid from 01.07.2025 calculating it based on the full monthly salary in accordance with the new salary scales indicated in schedule II of Public Administration Circular 10/2025.

- ii. Widows' Widowers' and orphans' of the officers, who had been in service on 01.04.2025 and demised whilst in service up to 31.12.2026, should be made entitled to the non-reduced salary calculated as per the full monthly salary as per the new salary scales indicated in schedule II of Public Administration Circular 10/2025, as the widows', widowers', and orphans' pension.

04.1.3.2. Granting entitlement to Widows', widowers' and orphans' pension for the officers, who demise after receiving entitlement to pension

- i. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demise during the period up to 30.06.2025 after receiving entitlement to pension on retirement on 31.03.2025 as the last day or on a day prior to the above, they should be made entitled to the non-reduced salary, which is calculated as per the salary treated as the basis for the payment of pension to the officer as per Public Administration Circular 03/2016 dated 25.02.2016 and subsequent circulars. The widows', widowers', and orphans' pension, which is granted as per above, should be paid from 01.07.2025 calculating it based on the full monthly salary in accordance with the new salary scales indicated in schedule II of Public Administration Circular 10/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above and demise after receiving entitlement to pension, they should be made entitled to the non-reduced salary, which

is calculated based on the full monthly salary as per new salary scales indicated in schedule II of Public Administration Circular 10/2025

04.2. Calculating the pension, pension gratuity, death gratuity, and widows', widowers' and orphans' pension in relation to the revision of salary as per provisions of Management Services Circular No. 02/2025 dated 25.03.2025

04.2.1. Pension and Pension Gratuity

- i. The monthly pension prepared as per Management Services Circular No. 02/2018 dated 02.04.2018 should be paid to officers, who had been in service on 01.01.2025 and retired after serving on 31.03.2025 as the last day or on a day prior to the above. The monthly salary of these officers should be re-calculated based on full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 02/2025 and the salary prepared in the above manner should be paid from 01.07.2025.
- ii. The pension gratuity of the officers mentioned in 04.2.1 (i) above will not be revised based on the new salary scales indicated in Management Services Circular No. 02/2025.
- iii. Pension will be paid to the officers, who had been in service on 01.04.2025 and then retire, based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 02/2025.
- iv. The pension gratuity of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above, should be calculated based on the amount paid to the officer in relation to the salary of officer indicated in schedule II of Management Services Circular No. 02/2025.
- v. The officers indicated in 4.2.1.(i) above will be entitled to the following allowances along with pension only up to 30.06.2025 and the officers indicated in 4.2.1(iii) above will not be entitled to the following allowances along with pension.

a) Allowance of Rs.5,000/- paid monthly to the pensioners as per Public Administration Circular 03/2022 dated 13.01.2022

b) Special Interim Allowance of Rs.3,000/- paid monthly to the pensioners as per Public Administration Circular 14/2024 dated 07.08.2024

04.2.2. Death Gratuity

- i. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, death gratuity should be calculated based on the salary paid to the officer at the time of death i.e. the salary paid to the officer as per Management Services Circular No. 02/2018 dated 02.04.2018.
- ii. When granting entitlement to the death gratuity to the dependents of officers, who had been in service up to 01.04.2025 and demise whilst in service up to 31.12.2026, it should be calculated based on the amount paid to the officer at the time of death in relation to the salary of the officer mentioned in schedule II of Management Services Circular No 02/2025.

04.2.3. Widows', Widowers' and Orphans' pension

04.2.3.1. Granting entitlement to Widows', widowers' and orphans' pension for the officers who demise whilst in service

- i. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, they should be made entitled to the non-reduced salary, which is calculated as per the salary paid to the officer as per Management Services Circular No 02/2018 dated 02.04.2018. The widows', widowers', and orphans' pension, which is granted as per above, should be paid from 01.07.2025 calculating it based on the full monthly salary in accordance with the new salary scales indicated in schedule I of Management Services Circular No. 02/2025.

- ii. When granting entitlement to the widows', widowers' and orphans' pension to widows, widowers and orphans of officers, who has been in service 01.04.2025 and demise whilst in service up to 31.12.2026, they should be made entitled to the non-reduced salary, which is calculated based on the full monthly salary as per new salary scales indicated in schedule I of management Services Circular No 02/2025.

04.2.3.2. Granting entitlement to Widows', widowers' and orphans' pension for the officers, who demise after receiving entitlement to pension

- i. When granting entitlement to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demise during the period up to 30.06.2025 after receiving entitlement to pension on retirement on 31.03.2025 as the last day or on a day prior to the above, they should be made entitled to the non-reduced salary calculated based on the salary treated as the basis for the payment of pension to the officer as per Management Services Circular No. 02/2018 dated 02.04.2018. The widows', widowers' and orphans' pension granted on the above manner should be paid from 01.07.2025 calculating it based on the full monthly salary as per new salary scale indicated in schedule I of Management Services Circular No. 02/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above and demise after receiving entitlement to pension, they should be made entitled to the non-reduced salary, which is calculated based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No 02/2025.

04.3. Calculating the pension, pension gratuity, death gratuity, and widows', widowers' and orphans' pension in relation to the revision of salary as per provisions of Management Services Circular No. 03/2025 dated 25.03.2025

04.3.1. Pension and Pension Gratuity

- i. The monthly pension prepared as per Management Services Circular No. 01/2018 dated 19.02.2018 should be paid to officers up to 30.06.2025, who had been in service on 01.01.2025 and retired after serving on 31.03.2025 as the last day or on a day prior to the above. The monthly salary of these officers should be re-calculated based on the full monthly salary as per the new salary scales indicated in schedule I of management Services Circular No. 03/2025 and the salary prepared in the above manner should be paid from 01.07.2025.
- ii. The pension gratuity of the officers mentioned in 04.3.1 (i) above will not be revised based on the new salary scales indicated in Management Services Circular No. 03/2025.
- iii. Pension will be paid to the officers, who had been in service on 01.04.2025 and then retire, based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 03/2025.
- iv. The pension gratuity of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above, should be calculated based on the amount paid to the officer in relation to the salary of officer indicated in schedule II of Management Services Circular No. 03/2025.
- v. The officers indicated in 4.3.1 (i) above will be entitled to the following allowances along with pension only up to 30.06.2025 and the officers indicated in 4.3.1 (iii) above will not be entitled to the following allowances along with pension.
 - a) Allowance of Rs.5,000/- paid monthly to the pensioners as per Public Administration Circular 03/2022 dated 13.01. 2022
 - b) Special Interim Allowance of Rs.3,000/- paid monthly to the pensioners as per Public Administration Circular 14/2024 dated 07.08.2024

based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 03/2025.

04.3.3.2. Granting entitlement to Widows', widowers' and orphans' pension for the officers, who demise after receiving entitlement to pension

- i. When granting entitlement to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demise during the period up to 30.06.2025 after receiving entitlement to pension on retirement on 31.03.2025 as the last day or on a day prior to the above, they should be made entitled to the non-reduced salary, which is calculated as per the salary treated as the basis for the payment of pension to the officer as per Management Services Circular No. 01/2018 dated 19.02.2018. The widows', widowers' and orphans' pension granted on the above manner should be paid from 01.07.2025 calculating it based on the full monthly salary as per new salary scale indicated in schedule I of Management Services Circular No. 03/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above and demise after receiving entitlement to pension, they should be made entitled to the non-reduced salary, which is calculated based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 03/2025.

04.4. Calculating the pension, pension gratuity, death gratuity, and widows', widowers' and orphans' pension in relation to the revision of salary as per provisions of Management Services Circular No. 04/2025 dated 25.03.2025

04.4.1. Pension and Pension Gratuity

- i. The monthly pension prepared as per Management Services Circular No. 06/2016 dated 07.11.2016 should be paid to officers up to 30.06.2025, who had been in service on 01.01.2025 and retired after serving on 31.03.2025 as the last day or on a day prior to the above. The monthly

04.3.2. Death Gratuity

- i. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, death gratuity should be calculated based on the salary received by the officer at the time of death i.e. the salary paid to the officer as per Management Services Circular No. 01/2018 dated 19.02.2018.
- ii. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.04.2025 and demise whilst in service up to 31.12.2026, it should be calculated based on the amount paid to the officer at the time of death in relation to the salary of the officer mentioned in schedule II of Management Services Circular No. 03/2025.

04.3.3. Widows', Widowers' and Orphans' pension

04.3.3.1. Granting entitlement to Widows', widowers' and orphans' pension for the officers who demise whilst in service

- i. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, they should be made entitled to the non-reduced salary calculated as per the salary paid to the officer as per Management Services Circular No. 01/2018 dated 19.02.2018. The widows', widowers', and orphans' pension, which is granted as per above, should be paid from 01.07.2025 calculating it based on the full monthly salary in accordance with the new salary scales indicated in schedule I of Management Services Circular No. 03/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and demise whilst in service up to 31.12.2026, they should be made entitled to the non-reduced salary, which is calculated

salary of these officers should be re-calculated based on the full monthly salary as per the new salary scales indicated in schedule I of Management Services Circular No. 04/2025 and the salary prepared in the above manner should be paid from 01.07.2025.

- ii. The pension gratuity of the officers mentioned in 04.4.1 (i) above will not be revised based on the new salary scales indicated in Management Services Circular No. 04/2025.
- iii. Pension will be paid to the officers, who had been in service on 01.04.2025 and then retire, based on the full monthly salary as per new salary scales, indicated in schedule I of Management Services Circular No. 04/2025.
- iv. The pension gratuity of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above, should be calculated based on the amount paid to the officer in relation to the salary of officer indicated in schedule II of Management Services Circular No. 04/2025.
- v. The officers indicated in 4.4.1.(i) above will be entitled to the following allowances along with pension only up to 30.06.2025 and the officers indicated in 4.4.1(iii) above will not be entitled to the following allowances along with pension.
 - a) Allowance of Rs.5,000/- paid monthly to the pensioners as per Public Administration Circular 03/2022 dated 13.01. 2022
 - b) Special Interim Allowance of Rs.3,000/- paid monthly to the pensioners as per Public Administration Circular 14/2024 dated 07.08.2024

04.4.2. Death Gratuity

- i. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, death gratuity should be calculated based on the

salary received by the officer at the time of death i.e. the salary, which was paid to the officer as per Management Services Circular No. 06/2016 dated 07.11.2016.

- ii. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.04.2025 and demise whilst in service on 31.12.2026 as the last day or on a day prior to the above, it should be calculated based on the amount paid to the officer at the time of death in relation to the salary of the officer mentioned in schedule II of Management Services Circular No. 04/2025.

04.4.3. Widows', Widowers' and Orphans' pension

04.4.3.1. Granting entitlement to the widows' widowers' and orphans pension for the officers demised whilst in service

- i. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, they should be made entitled to the non-reduced salary, which is calculated based on the salary paid to the officer as per Management Services Circular No. 06/2016 dated 07.11.2016. The widows', widowers', and orphans' pension, which is granted as per above, should be paid from 01.07.2025 calculating it based on the full monthly salary in accordance with the new salary scales indicated in schedule I of Management Services Circular No. 04/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and demise whilst in service up to 31.12.2026, they should be made entitled to the non-reduced salary, which is calculated based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 04/2025.

04.4.3.2. Granting entitlement to Widows', widowers' and orphans' pension for the officers, who demise after receiving entitlement to pension

- i. When granting entitlement to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demise during the period up to 30.06.2025 after receiving entitlement to pension on retirement on 31.03.2025 as the last day or on a day prior to the above, they should be made entitled to the non-reduced salary, which is calculated as per the salary treated as the basis for the payment of pension to the officer as per Management Services Circular No. 06/2016 dated 07.11.2016. The widows', widowers' and orphans' pension granted on the above manner should be paid from 01.07.2025 calculating it based on the full monthly salary* as per new salary scales indicated in schedule I of Management Services Circular No. 04/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above and demise after receiving entitlement to pension, they should be made entitled to the non-reduced salary, which is calculated based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 04/2025.

04.5. Calculating the pension, pension gratuity, death gratuity, and widows', widowers' and orphans' pension in relation to the revision of salary as per provisions of Management Services Circular No. 05/2025 dated 25.03.2025

04.5.1. Pension and pension gratuity

- i. The monthly pension prepared as per Management Services Circular No. 03/2016 dated 29.04.2016 should be paid to officers up to 30.06.2025, who had been in service on 01.01.2025 and retired after serving on 31.03.2025 as the last day or on a day prior to the above. The monthly salary of these officers should be re-calculated based on full monthly salary as per the new salary scales indicated in schedule I of Management

Services Circular No. 05/2025 and the salary prepared in the above manner should be paid from 01.07.2025.

- ii. The pension gratuity of the officers mentioned in 04.5.1 (i) above will not be revised based on the new salary scales indicated in Management Services Circular No. 05/2025.
- iii. Pension will be paid to the officers, who had been in service on 01.04.2025 and then retire, based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 05/2025.
- iv. The pension gratuity of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above, should be calculated based on the amount paid to the officer in relation to the salary of officer indicated in schedule II of Management Services Circular No. 05/2025.
- v. The officers indicated in 4.5.1.(i) above will be entitled to the following allowances along with pension only up to 30.06.2025 and the officers indicated in 4.5.1(iii) above will not be entitled to the following allowances along with pension.
 - a) Allowance of Rs.5,000/- paid monthly to the pensioners as per Public Administration Circular 03/2022 dated 13.01. 2022
 - b) Special Interim Allowance of Rs.3,000/- paid monthly to the pensioners as per Public Administration Circular 14/2024 dated 07.08.2024

04.5.2. Death Gratuity

- i. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, death gratuity should be calculated based on the salary received by the officer at the time of death i.e. the salary paid to the

officer as per Management Services Circular No. 03/2016 dated 29.04.2016.

- ii. When granting entitlement to the death gratuity to the dependents of officers, who had been in service on 01.04.2025 and demise whilst in service up to 31.12.2026, it should be calculated based on the amount paid to the officer at the time of death in relation to the salary of the officer mentioned in schedule II of Management Services Circular No. 05/2025.

04.5.3. Widows', Widowers' and Orphans' pension

04.5.3.1. Granting entitlement to the widows' widowers' and orphans pension for the officers demised whilst in service

- i. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demised whilst in service up to 31.03.2025, they should be made entitled to the non-reduced salary, which is calculated as per the salary paid to the officer as per Management Services Circular No. 03/2016 dated 29.04.2016. The widows', widowers', and orphans' pension, which is granted as per above, should be paid from 01.07.2025 calculating it based on the full monthly salary in accordance with the new salary scales indicated in schedule I of Management Services Circular No. 05/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and demise whilst serving up to 31.12.2026, they should be made entitled to the non-reduced salary, which is calculated based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 05/2025.

04.5.3.2. Granting entitlement to Widows', widowers' and orphans' pension for the officers, who demise after receiving entitlement to pension

- i. When granting entitlement to the widows, widowers and orphans of the officers, who had been in service on 01.01.2025 and demise during the period up to 30.06.2025 after receiving entitlement to pension on retirement on 31.03.2025 as the last day or on a day prior to the above, they should be made entitled to the non-reduced salary, which is calculated as per the salary treated as the basis for the payment of pension to the officer as per Management Services Circular No. 03/2016 dated 29.04.2016. The widows', widowers' and orphans' pension granted on the above manner should be paid from 01.07.2025 calculating it based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 05/2025.
- ii. When granting entitlement to widows', widowers' and orphans' pension to the widows, widowers and orphans of the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above and demise after receiving entitlement to pension, they should be made entitled to the non-reduced salary, which is calculated based on the full monthly salary as per new salary scales indicated in schedule I of Management Services Circular No. 05/2025.

05. General Matters

- i. When calculating pension and pension gratuity, the percentage tables in annex 01,02,03 and 04 should be applied in the following manner.
 - a) When the monthly pension to be paid to the officers mentioned in para 04.1, 04,3 and 04.4 is calculated based on the salary scales included in the schedules mentioned in above circulars, the percentage table indicated in annex 01 should be applied.
 - b) When the pension gratuity to be paid to the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2025 as the last day or on a day prior to the above, out of the officers mentioned in para 04.1, 04,3 and 04.4 is calculated, the percentage table indicated in annex 02 should be applied.

- c) When the pension gratuity to be paid to the officers, who had been in service on 01.01.2026 and retire after serving on 31.12.2026 as the last day or on a day prior to the above, out of the officers mentioned in para 04.1, 04.3 and 04.4 is calculated, the percentage table indicated in annex 03 should be applied.
- d) When the pension and the pension gratuity to be paid to the officers indicated in para 04.5 above is calculated, the percentage table indicated in annex 04 should be applied.
- ii. When applications are submitted in relation to the officers, who had been in service on 01.01.2025 and retire after serving on 31.03.2025 as the last day or on a day prior to the above, application PD 03 introduced by Pension Circular 03/2016 should be applied. Preparation of the salaries of these officers based on the new salary scales applied to them as at 01.07.2025 should be made by the institutes where the officers serve for the last time and the Head of the respective institute should be responsible to ensure the accuracy of the preparation. Once the salary is prepared as per the new salary scales, a copy of the letter of salary conversion should be included in the personal file of the officer and one copy should be sent to the officer.
- iii. It is compulsory to apply through the institute where the officer served for the last time using interim solution introduced from 15.06.2025 by Pensions Management System as per provisions of this circular in order to revise pension of the officers mentioned in 05 (ii) above from 01.07.2025.
- iv. Pensions Management System will be modified enabling to send applications PD 03 as per provisions of this circular in relation to the officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above.
- v. A sample calculation relevant to the calculation of pension and pension gratuity of officers, who had been in service on 01.04.2025 and retire after serving on 31.12.2026 as the last day or on a day prior to the above, is indicated in annex 05.
- vi. The method for the calculation of the earned salary increment of officers, who have retired on completion of the age of 60 years, is indicated in Pension Circular 03/2016 (Revision 1) and earned salary should be calculated based on the given method. (annex 06)
- vii. A copy of the letter of salary conversion along with the application send relevant to the officers in 05 (iii) above should be uploaded in pension data base.

- viii. Since the net increase of the salary received as per the salary revision made in terms of the provisions of the para 01 of the above circular is granted to the officers, who were in service as at 01.01.2027, provisions of this circular are not applicable in the calculation of the pension, pension gratuity, or death gratuity and widows', widowers' and orphans' pension of the officers retire or demise after the above date.
- ix. As mentioned in 05 (iv) above, an interim procedure will be applied for granting pension entitlement to the officers as per the provisions of this circular, who had served on 01.04.2025 and retire after the above date until the Pensions Management System is modified. Accordingly, calculation of monthly pension and pension gratuity based on the amount paid to officer in relation to the salary received at the time of retirement will be made at the phase one and at the phase two, adjustment of the pension will be made based on the full monthly salary to be granted to the officer on 01.01.2027. Pension Instruction letter will be issued with the inclusion of provisions applicable in this regard.

06. In case where an excess amount has been paid to an officer due to misinterpretation of the provisions of this circular, any mistake in documents or any inaccuracy in calculations or any other inadvertency, such officer is bound to return that amount paid to him/her in excess to due amount.

07. Following telephone numbers can be used to communicate where ever it is needed to get further clarifications or instructions on the provisions of this circular and settle technical issues arisen in taking action as per this circular.

Serial No	Post	Tele no
01.	Director (Policy and Investigation)	011 2 421 786
02.	Director (Digital Administration and Services)	011 2 431 729
03.	Director (Pension)	011 2 320 045
04.	Director (Widows' and Orphans Pension)	011 2 336 913
05.	Deputy Director (Decentralized)	011 2 322 278
06.	Deputy Director (Centralized)	011 2 434 414
07.	Assistant Director (Foreign Pension) and (Armed Forces Actg.)	011 2 327 752

08. This circular is issued with the concurrence of the Ministry of Public Administration, Provincial Councils and Local Government and the General Treasury.

Sgd :

Chaminda Hettiarachchi

Director General of Pensions

Tele : 011 2 421786

Fax : 011 2 431413

email : pen7policydep@gmail.com

Copies :

- 1) Secretary to the President - F.I.P.
- 2) Secretary to Prime Minister - F.I.P.
- 3) Secretary to Cabinet, Cabinet Office - F.I.P.
- 4) Secretary, Ministry of Finance, Planning and Economic Development - F.I.P.
- 5) Secretary, Ministry Public Administration, Provincial Councils
and Local Government - F.I.P.
- 6) Secretary, Public Services Commission - F.I.P.
- 7) Secretary, Judicial Services Commission - F.I.P.
- 8) Auditor General - F.I.P.
- 9) Secretary General of Parliament - F.I.P. & F.N.A.

Percentage table for calculation of pension from 02.01.2025

Annex 01

Annua salary received at the time of retirement (Rs.)	25 years		25 Years 06 Months		26 Years		26 Years 06 Months		27 Years		27 Years 06 Months		28 Years		28 Years 06 Months		29 Years		29 Years 06 Months		30 Years	
	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced
Less than 563400	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82	90	83	90	84	90	85
563400-575160	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82	90	83	90	84
575161-594600	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82	90	83
594601-615120	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82
615121-633480	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81
633481-750120	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	90	90	80
750121-1001760	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	89	89	79
1001761-1302600	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	88	88	78
1302601-1389000	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	87	87	77
1389001-1649640	76	66	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	86	86	76
1649640 More than	75	65	76	66	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	85	85	75

Percentage table for calculation of pension gratuity from 02.04.2025 up to 01.01.2026

Period of service	25 years		25 Years 06 Months		26 Years		26 Years 06 Months		27 Years		27 Years 06 Months		28 Years		28 Years 06 Months		29 Years		29 Years 06 Months		30 Years		
	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	
Annua salary received at the time of retirement (Rs.)																							
Less than 510060	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82	90	83	90	84	90	85	
510060-518124	84	74	85	75	86	76	87	77	88	78	89	79	90	80	81	90	81	90	82	90	83	84	
518125-531516	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82	90	83	
531517-545652	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82	
545653-558300	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81	
558301-638700	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	90	80	80	
638701-811884	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	89	79	79	
811885-1019100	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	88	78	78	
1019101-1078668	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	87	77	77	
1078669-1257996	76	66	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	86	76	76	
1257996 More than	75	65	76	66	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	85	75	75	

Percentage table for calculation of pension gratuity from 02.01.2026 up to 01.01.2027

Annex 03

Annua salary received at the time of retirement (Rs.)	25 years		25 Years 06 Months		26 Years		26 Years 06 Months		27 Years		27 Years 06 Months		28 Years		28 Years 06 Months		29 Years		29 Years 06 Months		30 Years	
	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced	Non-reduced	Reduced
Less than 536736	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82	90	83	90	84	90	85
536736-546648	84	74	85	75	86	76	87	77	88	78	89	79	90	80	81	90	81	90	82	90	83	84
546648-563064	83	73	84	74	85	75	86	76	87	77	88	78	89	79	80	81	90	81	90	82	90	83
563065-580392	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81	90	82
580393-595896	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	79	90	80	90	81
595897-694416	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	78	89	90	90	80
694417-906828	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	77	88	89	89	79
906829-1160856	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	76	87	88	88	78
1160857-1233840	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	75	86	87	87	77
1233841-1453824	76	66	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	74	85	86	86	76
1453824 More than	75	65	76	66	77	67	78	68	79	69	80	70	81	71	82	72	83	73	84	84	74	85

Percentage table for calculation of pension and pension gratuity for Three Armed Forces

Table of pension percentages (Percentage entitled as per period of service)				
	Officer			
	Before 19.05.2009		After 19.05.2009	
	Previous percentage		New percentage	
Years	Non deducted	Deducted	Non deducted	Deducted
10	55	45		
11	56	46		
12	57	47		
13	58	48		
14	59	49		
15	60	50	75	65
16	61	51	76	66
17	62	52	77	67
18	63	53	78	68
19	64	54	79	69
20	65	55	80	70
21	66	56	81	71
22	67	57	85	75
23	68	58	85	75
24	69	59	85	75
25	70	60	85	75
26	71	61	85	75
27	72	62	85	75
28	73	63	85	75
29	74	64	85	75
30	75	65	85	75
31	77	67	85	75
32	79	69	85	75
33	81	71	85	75
34	83	73	85	75
35	85	75	85	75

Table of pension percentages (Percentage entitled as per period of service)				
	Other Ranks			
	Before 19.05.2009		After 19.05.2009	
	Previous percentage		New percentage	
Years	Non deducted	Deducted	Non deducted	Deducted
10				
11				
12	60	50		
13	61	51		
14	62	52		
15	63	53	78	68
16	64	54	79	69
17	65	55	80	70
18	66	56	81	71
19	67	57	82	72
20	68	58	83	73
21	69	59	84	74
22	70	60	85	75
23	71	61	85	75
24	72	62	85	75
25	73	63	85	75
26	74	64	85	75
27	75	65	85	75
28	76	66	85	75
29	77	67	85	75
30	78	68	85	75
31	80	70	85	75
32	82	72	85	75
33	84	74	85	75
34	86	76	85	75
35	88	78	85	75

Sample Calculation - 1

Calculation of the pension and pension gratuity of an officer retired on completion of the age of 56 years on 05.04.2025 as an officer in grade I of Management Services Officers' service, as per provisions of Public Administration Circular 10/2025

1. Date of birth : 1969.04.05
2. Date of first appointment with permanent and pensionable status : 1995.02.01
3. Date of retirement : 2025.04.05
4. Service period : 30 Y 02 M 04 D
5. Salary code : MN 2-2016
6. Circular to be applied : P.A.C. 10/2025
7. Monthly salary received for the last time as per P.A.C. 10/2025 : Rs.66,364/-
(Letter of salary conversion is attached .)

8. Calculation of pension gratuity

- i. Net service period : 30 years 02 months 04 days
- ii. Annual salary as per the amount paid
Relevant to the salary of officer
Mentioned in schedule III of P.A.C. 10/2025 } Rs. 66,364/- x 12 = Rs. 796,368/-
- iii. Relevant percentages as per 8 (i) and (ii) above :

Non-reduced	Reduced
89%	79%
- iv. Non-reduced monthly salary : $\frac{\text{Rs. } 796,368/- \times 89\%}{12} = \text{Rs. } 59,063.96$ — (A)
- v. Reduced monthly salary : $\frac{\text{Rs. } 796,368/- \times 79\%}{12} = \text{Rs. } 52,427.56$ — (B)
- vi. Entitled pension gratuity : $\text{Rs. } 796,368/- \times 89\% \times 2 = \text{Rs. } 1,417,535.04$

9. Calculation of monthly pension

- i. Full monthly salary paid as per new
Salary scale in schedule II of P.A.C. 10/2025 } Rs. 81,610/-
- ii. Annual salary : $\text{Rs. } 81,610/- \times 12 = \text{Rs. } 979,320/-$
- iii. Relevant percentages as per 8 (i) and 9 (ii) above :

Non-reduced	Reduced
89%	79%

- iv. Non-reduced salary as per new salary scale in schedule II of P.A.C. 10/2025 } $\frac{\text{Rs.979,320/-} \times 89\%}{12} = \text{Rs. 72,632.90} \text{ — (C)}$
- v. reduced salary as per new salary scale in schedule II of P A C 10/2025 } $\frac{\text{Rs. 979,320/-} \times 79\%}{12} = \text{Rs. 64,471.90}$
- vi. Entitled monthly pension : (C) - (A-B)
Rs.72,632.90 - (Rs.59,063.96 - Rs.52,427.56)
Rs. 65,996.50

Pension Circular No 03/2016 (Revision I)

My No: පීඩ/වනුලේ/2016

Department of Pensions

Maligawaththa

Colombo 10.

2016.06. 01

- To Secretaries of all Ministries,
 Chief Secretaries of Provincial Councils,
 • Head of Departments / Commanders of Three Armed Forces,
 District Secretaries / Heads of Local Government Institutions,
 Divisional Secretaries.

Adjusting the pension of public officers who retire after 01.01.2016

Further to the Pension Circular No 03/2016 dated 27.04.2016 issued by me on the above matter

02. When action is taken as per para 02 of the above circular, the method for calculating the salary increments earned by the officers, who retire on completion of 60 years of age, is included in annex 01 and therefore earned salary increments shall be calculated based on the above method. Further a copy of the letter of salary conversion mentioned in Public Administration Circular No 3/2016, which belongs to the year relevant to this conversion, shall be submitted along with the applications PD03 and PD 06.

03. Application PD 06 mentioned in para 06 of Pension Circular No 3/2016 dated 27.04.2016 has also been included as annex 02 after revising the same. Therefore this form shall be used in future when the revised applications are submitted.

04. Action would be taken to return the inaccurate applications, which have been submitted after the issuance of this circular, to relevant institutions and accordingly the applications prepared in the correct manner shall be submitted again to the Department of Pensions.

A. Jagath D. Dias

Director General of Pensions

- Copies: 1. Secretary to H.E. the President - For information
 2. Secretary to Hon Prime Minister - Do
 3. Secretary to the Cabinet - Do
 4. Secretary - Ministry of Public Administration and Management
 5. Secretary - Ministry of Finance
 6. Secretary - Public Services Commission
 7. Secretary - National Pay Commission
 8. Auditor General - For necessary action

ලදා: 01

රාජ්‍ය කළනාකරණ සහකාර සේවයේ ii වන පංතියේ නිලධාරියෙකු වශයෙන් 2016.05.27 දින විශ්‍රාම ගනු ලැබූ නිලධාරියෙකුගේ වැටුප් වර්ධක අගය රාජ්‍ය පරිපාලන වකුලේඛ අංක 3/2016හි වැටුප් ක්‍රමය අනුව සකස් කිරීම.

උපන් දිනය : 1956.05.27
 සේවා කාලය : අවු: 25
 වැටුප් බාණ්ඩය : MN2 -2016

වැටුප් වකුලේඛය: රා.ප. වකුලේඛ අංක 6/2006(1v) අනුව රා.ප. වකුලේඛ අංක 3/2016 අනුව
 වැටුප් පරිමාණය: 13,990-10*145-170*11-240*6-320*14-23,320 28,940-300*10-350*11-560*10-660*10-47,990

රා.ප.ව. 6/2006 ට අනුව අවසන් වරට ලැබූ මාසික වැටුප: රු.16,290

රා.ප.ව.අංක 3/2016 අනුව ගණනය කිරීම.

වර්ෂය	2016 වර්ෂය	2020 වර්ෂය
වැටුප් පියවර ගණන	05	05
වැටුප් වර්ධක දිනය	11/26	11/26
1.විශ්‍රාමගත් අවස්ථාවේදී දළ වාර්ෂික වැටුප රු.	19,770 x 12 = 237,240	33,690 x 12 = 404,280
2.මිලභ වැටුප් පියවර රු.	19,976 x 12 = 239,712	34,040 x 12 = 408,480
3.වැටුප් වර්ධක වෙනස රු. (2-1)	2,472	4,200
4.උපයාගත් වැටුප් වර්ධක අනුපාතික අගය ගණනය කිරීම	(2,472 x 183)/366	(4,200 x 183)/366
5.උපයා ගත් වැටුප් වර්ධක අගය රු.	1,236	2,100
6.විශ්‍රාම වැටුප් සහිත දීමනා රු. (අදාළ වන්නේ නම් පමණි)	අදාළ නොවේ	අදාළ නොවේ
7.විශ්‍රාම වැටුප ගණනයට අදාළ වැටුප (1+5+6) රු.	238,476	406,380
8.වි.ව.ව. 3/2016 අඩු නොකළ ප්‍රතිශතය	80%	80%
9.වි.ව.ව. 3/2016 අඩු කළ ප්‍රතිශතය	70%	70%
10.හිමිවන අඩු නොකළ මාසික වැටුප රු.(7 x 8)/12	15,898.40	27,092.00
11.හිමිවන අඩු කළ මාසික වැටුප රු.(7 x 9)/12	13,911.10	23,705.50
12.හිමිවන පාරිභෝගිකය රු. (7 x 8) x 2	381,561.60	හිමිකම් නැත

