

DEPARTMENT OF PENSIONS

DELIGATION OF POWER FOR THE FINANCIAL CONTROL UNDER F.R. 135 FOR THE YEAR 2020.

Head: 253 Department of Pensions

Programme: 01 – Operational Activities

Project: 1 – General Administration & Establishment Services
2 – Implementation of Pension Scheme

Object Code	Description Of code	Authorization under F.R.136	Approved under F.R.137	Certification Under F.R. 138	Payment under F.R.139
PERSONAL EMOLUMENTS					
1001	Salaries and wages /Acting Pay	Appointing Authority	Director General Additional Director General Director (admin)	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment - I
1002	Holiday Pay/Weekend Pay Executive Officers	2 days Director General / Additional Director General	Director (admin) / Chief Accountant / Assistant Director (HR)	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment – I
		More than 2 days Secretary	Director (admin) / Chief Accountant / Assistant Director (HR)	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment – I
1002	Holiday Pay/Weekend Pay Management Assistants & Other parallel Service Drivers and K.K.S.S.	20 Hrs per Month Director General / Additional Director General / Director (admin)/ Chief Accountant	Director (admin)/ Chief Accountant/ Chief Internal Auditor/ Assistant Director (HR)	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment – I
		More than 20 hrs per Month Director General / Additional Director General with the recommendation of overtime committee.	Director (admin)/ Chief Accountant/ Chief Internal Auditor/ Assistant Director (HR)	Accountant – Payment – I Acting: (Accountant - (Procurement))	Accountant - (Gratuity) Acting: Accountant – Payment - I
1003	Other Allowance	Appointing Authority	Director General /Additional Director General /Director (admin) / Assistant Director (HR)	Accountant – Payment – I Acting: Accountant - (Procurement))	Accountant - (Gratuity) Acting: Accountant – Payment - I

TRAVELLING EXPENCES					
1101	Traveling – Domestic	Director General / Additional Director General	Director (admin)/ Chief Accountant /Assistant Director(HR) / Relevant Staff Officers	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment - I
1102	Traveling – Foreign	Director General / Additional Director General (as per circulars)	Director (admin) / Chief Accountant / Assistant Director (HR)	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment – I
1201	Stationeries and Office Requisites				
	Up to Rs 50,000.00	Director (Admin)/ Chief Accountant	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Rs 50,000.00 to Rs 100,000.00	Additional Director General	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs 100,000.00 to Rs 500,000.00	Additional Director General Minor Procurement committee	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs 500,000.00 to Rs. 2,000,000.00	Director General Minor Procurement committee	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Over Rs. 2 mn	Secretary	Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
1202	Fuel				
	Assigned Vehicle	As per Circulars	Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Special duties of officers whom Vehicle are assigned	Secretary	Director (admin) / Chief Accountant	Accountant - Payment -1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Pool Vehicle	Director (admin) / Chief Accountant	Director (Admin) / Assistant Director (Admin)	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I

1203	Diets and Uniforms	Additional Director General As per circulars	Director (admin) / Chief Accountant	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment - I
MAINTENANCE EXPENDITURE					
1301	Vehicle				
	Up to Rs 40,000.00	Assistant Director (Admin)	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Rs 40,000.00 to Rs 100,000.00	Director (admin) / Chief Accountant As per Procurement Guidelines	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Rs 100,000.00 to Rs 300,000.00	Additional Director General As per Procurement Guidelines	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs 300,000.00 to Rs 500,000.00 (through quotations)	Director General As per Procurement Guidelines	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Over Rs 200,000.00 (through agents)	Secretary As per Procurement Guidelines	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
1302	Plant Machinery and Equipment				
	Up to Rs 40,000.00	Assistant Director (Admin)	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Rs 40,000.00 to Rs 100,000.00	Director (admin) / Chief Accountant As per Procurement Guidelines	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Rs 100,000.00 to Rs. 300,000.00	Additional Director General As per Procurement Guidelines	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I

	Rs 300,000.00 to Rs 500,000.00 (through quotations)	Director General As per Procurement Guidelines	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Over Rs 200,000.00 (through agents)	Secretary As per Procurement Guidelines	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
1303	Buildings and Structures				
	Up to Rs 50,000.00	Assistant Director (Admin)	Assistant Director (Admin)	Accountant - Payment - I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Rs 50,000.00 to Rs 100,000.00	Director (admin) / Chief Accountant As per Procurement Guidelines	Assistant Director (Admin)	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Rs 100,000.00 to Rs 300,000.00	Additional Director General As per Procurement Guidelines	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Over Rs 300,000.00	Director General As per Procurement Guidelines	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
SERVICES					
1401	Transport	Director (admin) / Chief Accountant	Assistant Director (Admin)	Accountant - Payment - I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant - Payment - I

1402	Postal and Communication				
	Telephone Assigned to Officers	As per Circulars	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Exchange Telephones	Director General / Additional Director General	Director (admin) / Chief Accountant	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
1403	Electricity & Water	Additional Director General	Director (admin) / Chief Accountant	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment – I
1404	Rents	Director General / Additional Director General	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
1406	Interest on Lease vehicle	Additional Director General	Director (Admin) / Chief Accountant	Accountant – Payment-1 Acting Accountant (Procurement)	Accountant – (Gratuity) acting Accountant -Payment 1
1409	Other :				
	<ul style="list-style-type: none"> • Cleaning Service • Security Service • Paper Advertisements • Other Services 				
	Up to Rs 300,000.00	Director (admin) / Chief Accountant	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Over Rs. 300,000.00	Director General As per Procurement Guidelines	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I

1501	Welfare Programs	Director General / Additional Director General / Chief Accountant.	Head of Finance SL Army SL Navy SL Air Force Department Of Police	Accountant SL Army SL Navy SL Air Force Department Of Police	Accountant SL Army SL Navy SL Air Force Department Of Police
1506	Property Loan Interest to Public Servants	Director General / Additional Director General As per Circulars	Director (admin) / Chief Accountant	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment – I
1508	Others (Pensioners' Day Expenses)	Director General / Additional Director General	Director (admin) / Chief Accountant	Accountant – Payment – I Acting: Accountant - (Procurement)	Accountant - (Gratuity) Acting: Accountant – Payment - I

CAPITAL EXPENDITURE

Object Code	Description Of code	Authorization under F.R.136	Approved under F.R.137	Certification Under F.R. 138	Payment under F.R.139
2001	REHABILITATION & IMPROVEMENT OF Buildings and Structures Up to Rs. 100,000.00 Up to Rs. 500,000.00 Rs.500,000.00 - Rs. 2Mn	Assistant Director (Admin) Director (Admin) / Chief Accountant Additional Director General Minor Procurement Committee	Assistant Director (Admin) Director (Admin) / Chief Accountant Director (admin) / Additional Director General	Accountant – Payment – I acting: Accountant - (Procurement) Accountant – Payment – I acting: Accountant - (Procurement) Accountant – Payment – I acting: Accountant -Procurement	Accountant - (Gratuity) acting: Accountant – Payment - I Accountant - (Gratuity) acting: Accountant – Payment - I Accountant - (Gratuity) acting: Accountant – Payment - I

	Rs. 2 Mn – Rs. 10 Mn.	Director General Department Procurement Committee	Additional Director General	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Over 10 Mn	Secretary Department Procurement Committee	Director General / Additional Director General	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
2002	REHABILITATION & IMPROVEMENT OF Plant Machinery and Equipment Up to Rs. 100,000.00	Assistant Director (Admin)	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Up to Rs. 250,000.00	Director (admin) / Chief Accountant	Assistant Director (Admin)	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs. 250,000.00 to Rs. 500,000.00 (through quotations)	Additional Director General As per Procurement Guidelines	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs 500,000.00 -1 Mn (through quotations)	Director General Minor Procurement Committee	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	1 Mn -10 Mn (through quotations)	Director General Department Procurement Committee	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant -Procurement	Accountant - (Gratuity) acting: Accountant – Payment – I
	Over 10 Mn	Secretary Department Procurement Committee	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Over Rs 200,000.00 (through agents)	Secretary As per Procurement Guideline	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I

2003	REHABILITATION & IMPROVEMENT OF Vehicle				
	Up to Rs 40,000.00	Assistant Director (Admin)	Assistant Director (Admin)	Accountant – Payment – I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I
	Rs 40,000.00 to Rs 100,000.00	Director (admin) / Chief Accountant As per Procurement Guidelines	Assistant Director (Admin)	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs100,000.00 to Rs 300,000.00	Additional Director General As per Procurement Guidelines	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs 300,000.00 – 1 Mn (through quotations)	Director General Minor Procurement Committee	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
Over Rs 200,000.00 (through agents)	Secretary As per Procurement Guidelines	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I	

Above amendments to FR 135 are approved from 01.01.2020.


A. Jagath D. Dias
Director General of Pensions

Date

A. Jagath D. Dias
Director General
Department of Pensions

2102	ACQUISITION OF Furniture and Equipment Up to Rs 100,000.00 Rs 100,000.00 to Rs 300,000.00 Rs 300,000.00 to Rs 1.Mn. Rs 1.Mn to Rs 5 Mn. Rs. 5 Mn. – Rs.10 Mn	Assistant Director (Admin) As per Procurement Guidelines Director (Admin) As per Procurement Guidelines Additional Director General Minor Procurement Committee Director General Department Procurement Committee Secretary Department Procurement Committee	Assistant Director (Admin) Director (Admin) Director (admin) / Additional Director General Additional Director General Director General / Additional Director General	Accountant – Payment – I acting: Accountant - (Procurement) Accountant – Payment – I acting: Accountant - (Procurement) Accountant - Payment 1 acting: Accountant - (Procurement) Accountant - Payment 1 acting: Accountant - (Procurement) Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I Accountant - (Gratuity) acting: Accountant – Payment - I Accountant - (Gratuity) acting: Accountant – Payment – I Accountant - (Gratuity) acting: Accountant – Payment - I Accountant - (Gratuity) acting: Accountant – Payment - I
2103	ACQUISITION OF Plant Machinery and Equipment Up to Rs 100,000.00 Rs 100,000.00 to Rs 300,000.00 Rs 300,000.00 to Rs 1Mn.	Assistant Director (Admin) As per Procurement Guidelines Director (Admin) As per Procurement Guidelines Additional Director General Minor Procurement Committee	Assistant Director (Admin) Director (Admin) Director (admin) / Additional Director General	Accountant – Payment I acting: Accountant - (Procurement) Accountant - Payment 1 acting: Accountant - (Procurement) Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant –Payment I Accountant - (Gratuity) acting: Accountant –Payment I Accountant - (Gratuity) acting: Accountant –Payment I

	Rs 1.Mn. to Rs 10Mn	Director General Department Procurement Committee	Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant -Payment I
	Over 10Mn	Secretary Department Procurement Committee	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant -Payment I
2108	Capital payments on lease	Additional Director General	Director (Admin)/ Chief Accountant	Accountant - Payment 1 acting Accountant - (Procurement)	Accountant - (Gratuity) Acting Accountant - Payment 1

HUMAN RESOURCE DEVELOPMENT

Object Code	Description Of code	Authorization under F.R.136	Approved under F.R.137	Certification Under F.R. 138	Payment under F.R.139
2401	Up to Rs. 500,000.00	Director (Admin)	Assistant Director (Admin)	Accountant - Payment - I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Rs. 500,000.00 - Rs. 1,500,000.00	Additional Director General	Director (admin) / Chief Accountant	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Over - 1,500,000.00	Director General	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I

OTHER CAPITAL EXPENDITURE

2509	Up to Rs 100,000.00	Assistant Director (IT)/Assistant Director (Admin) As per Procurement Guidelines	Assistant Director (IT) /Assistant Director (Admin)	Accountant - Payment - I acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Rs 100,000.00 to Rs 500,000.00	Director (Pensions) As per Procurement Guidelines	Director (Pensions)	Accountant - Payment 1 acting: Accountant - (Procurement)	Accountant - (Gratuity) acting: Accountant - Payment - I
	Rs 500,000.00 to Rs 2. Mn.	Additional Director General Minor Procurement Committee	Director (Pensions) / Additional Director General	Accountant - Payment 1 acting: Accountant - Procurement	Accountant - (Gratuity) acting: Accountant - Payment - I

	Rs. 2. Mn. – 5 Mn.	Director General Department Procurement Committee	Additional Director General	Accountant - Payment 1 acting: Accountant - Procurement)	Accountant - (Gratuity) acting: Accountant – Payment – I
	Rs. 5. Mn - Rs.10 Mn.	Secretary Department Procurement Committee	Director General / Additional Director General	Accountant - Payment 1 acting: Accountant - Procurement)	Accountant - (Gratuity) acting: Accountant – Payment - I

Effective date 01/01/2020

Note: When an officer is on leave the officer acting on behalf will be assigned with the delegated financial responsibility collectively and individually. Delegation of Authority under FR 135 for the year 2020 for Recurrent & Capital Expenditure is approved. All staff Officers are kindly advised to follow the above mentioned Authorization (FR 136) Approval (FR 137) , Certification (FR 138) , Payments (FR 139) and certification limits in this schedule.

A. Jagath D. Dias
Director General
Department of Pensions
Colombo 10.


A. Jagath D. Dias
Director General of Pensions

- Copies to:
1. Secretary – Ministry of Public Administration, Home Affairs, Provincial Councils & Local Government
 2. Auditor General
 3. Additional Director General
 4. All Directors
 5. Chief Accountant
 6. Chief Internal Auditor
 7. Divisional Secretaries
 8. All Staff Officers

ADVANCE TO PUBLIC OFFICERS "B" ACCOUNT					
Object Code	Description Of code	Authorization under F.R.136	Approved under F.R.137	Certification Under F.R. 138	Payment under F.R.139
	Festival Advance	As per Circulars	Relevant Staff Officers	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I
	Special Advance	As per Circulars	Relevant Staff Officers	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I
	Bicycle Loans	As per Circulars	Relevant Staff Officers	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I
	Distress Loan Up to Rs. 250,000	Director General / Additional Director General / Chief Accountant.	Director (admin) / Chief Accountant	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I
	Loan to Relieve Indebtedness	Secretary As per Circulars	Director General / Additional Director General	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I
	Motor Cycle Loans	Secretary As per Circulars	Director General / Additional Director General	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I
	Vehicle Loans	Secretary	Director General / Additional Director General	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I
	Property Loans	Secretary	Director General / Additional Director General	Accountant - (Procurement) Acting: Accountant (Monthly Pensions)	Accountant - (Gratuity) Acting: Accountant - Payment - I

Effective date 2020/01/01

Note: When an officer is on leave the officer acting on behalf will be assigned with the delegated financial responsibility collectively and individually.

Delegation of Authority under FR 135 for the year 2020 for Recurrent & Capital Expenditure is approved. All staff Officers are kindly advised to follow the above mentioned Authorization (FR 136) Approval (FR 137) and certification (FR 138), Payments (FR 139) and certification limits in this schedule.

A. Jagath D. Dias
Director General
Department of Pensions
Colombo 10.

A. Jagath D. Dias

Director General of Pensions

Copies to: 1. Secretary – Ministry of Public Administration, Home Affairs, Provincial Councils & Local Government

2. Auditor General

3. Additional Director General

4. All Directors

5. Chief Accountant

6. Chief Internal Auditor

7. Divisional Secretaries

	Foreign New addition Arrears Revision Up to Rs. 750,000.00 Up to Rs. 750,000.00 - 1,250,000.00 Over Rs. 1,250,000.00	As per Pension Minutes	Assistant Director (Foreign) Div. Secretary /Assistant DS Additional Director General Director Pensions/ Chief Accountant Div. Secretary /Assistant DS Special Committee (DG,CA,CIA) Div. Secretary /Assistant DS	Accountant- Payment – 1 Acting: Accountant – (Procurement) Accountant- Payment –1 Acting: Accountant – (Procurement) Accountant- Payment –1 Acting: Accountant – (Procurement)	Accountant (Monthly Pensions) Acting: Accountant - (Gratuity) Accountant (Monthly Pensions) Acting: Accountant - (Gratuity) Accountant (Monthly Pensions) Acting: Accountant - (Gratuity)
4-1502	Once & For All Payments Death Gratuity Gratuity Refund	Director General / Additional Director General As per Pension Minutes As per Pension Circulars As per Pension Circulars	Additional Director General Director of Pensions Assistant Directors (Centralization ,W & op, Decentralization, Forces) Director (W & OP) Assistant Directors (W & op) Chief Accountant	Accountant- Payment –1 Acting: Accountant – (Procurement) Accountant- Payment –1 Acting: Accountant – (Procurement) Accountant (Gratuity) Accountant (Gratuity) Acting: Accountant (Monthly Pensions)	Accountant (Monthly Pensions) Acting: Accountant - (Gratuity) Accountant (Monthly Pensions) Acting: Accountant - (Gratuity) Accountant (Gratuity) Acting: Accountant Payment – 1
2-1502	W&OP Contribution Refund Up to Rs 100,000.00	Director General / Additional Director General As per W&OP Ordinance/Act & Circulars	Accountant Payment – 1	Finance Assistant / Chief Clerk	Accountant (W&OP Refund) Acting: Accountant (Over Payment Recovery)

	Above Rs100,000.00	Director General / Additional Director General As per W&OP Ordinance/Act & Circulars	Accountant Payment – I	Accountant (W&OP) Acting: Accountant (procurement)	Accountant ((W&OP Refund) Acting: Accountant (Over Payment Recovery)
Pension to Widows, Widowers and Orphans of Public Officers					
2-1502	Widows, Widowers and Orphans Pensioners (Civil, Armed Force & Local Government) W&OP (Arrears) Up to – Rs. 750,000.00	Director General / Additional Director General As per W&OP Ordinance / Act & Circulars	Director (W & OP) Div. Secretary /Assistant DS	Div. Secretariat Accountant Accountant- Payment – I Acting: Accountant (Gratuity)	Accountant (Monthly Pensions) Acting: Accountant - (Gratuity)
	Rs. 750,000.00 – Rs. 1,250,000.00	Director General / Additional Director General As per W&OP Ordinance/ Act & Circulars	Director W & OP and Chief Accountant Div. Secretary /Assistant DS	Div. Secretariat Accountant Accountant Payment – I Acting: Accountant (Gratuity)	Accountant (Monthly Pensions) Acting: Accountant - (Gratuity)
	Over – Rs. 1,250,000.00	Director General / Additional Director General As per W&OP Ordinance/ Act & Circulars	Special Committee (DG,CA,CIA)	Accountant Payment – I Acting: Accountant (Gratuity)	Accountant (Monthly Pensions) Acting: Accountant - (Gratuity)
Advance to Staff Officers					
	Up to Rs. 20,000.00	Assistant Director	Assistant Director	Accountant – Payment I Acting: Accountant - (Gratuity)	Accountant - (Gratuity) Acting: Accountant – Payment – I
	Rs.20,000.00 to Rs. 50,000.00	Director (Admin.)	Assistant Director	Accountant – Payment– I Acting: Accountant - (Gratuity)	Accountant - (Gratuity) Acting: Accountant –Payment –1
	Rs.50,000.00 to Rs.75,000.00	Additional Director General	Director (Admin)	Accountant – Payment– I Acting: Accountant - (Gratuity)	Accountant - (Gratuity) Acting: Accountant – Payment –
	Rs. 75,000.00 to RS. 100,000.00	Director General	Additional Director General	Accountant – Payment I Acting: Accountant - (Gratuity)	Accountant - (Gratuity) Acting: Accountant – Payment - I


	Recovery of Excess pension payments (fixing Installments)				
	Up to Rs. 250,000.00	Director General			
	Over Rs. 250,000.00	Secretary			

Effective date 2020/01/01

Note: When an officer is on leave the officer acting on behalf will be assigned with the delegated financial responsibility collectively and individually.

Delegation of Authority under FR 135 for the year 2020 for Recurrent & Capital Expenditure is approved. All staff Officers are kindly advised to follow the above mentioned Authorization (FR 136) Approval (FR 137), certification (FR 138), Payments (FR 139) and certification limits in this schedule.

A. Jagath D. Dias
Director General
Department of Pensions
Colombo 10.


 20/04/2020
 A. Jagath D. Dias
 Director General of Pensions

- Copies to:
1. Secretary – Ministry of Public Administration, Home Affairs, Provincial Councils & Local Government
 2. Auditor General
 3. Additional Director General
 4. All Directors
 5. Chief Accountant
 6. Chief Internal Auditor
 7. Divisional Secretaries
 8. All Staff Officers