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எனது இல. }
My No. }

Pension Instructions Letter- 5/2019
உமது இல. }
Your No. }

දිනය
திகதி } .05.2019
Date }

Secretary, Ministry of Education,
All Provincial Educational Secretaries,
Provincial Educational Directors.

Not Recovering the Widow'/Widower' and Orphans' Contributions Properly

The incidents of not-registering and not recovering the contributions for Widow'/Widower' and Orphans' Fund has been discovered when checking the pension applications submitted to the Department of Pensions through the Ministry of Education and the institutes under Ministry of Education including zonal education office. Also, many incidents of pension application submissions without recovering the contributions since the date the number obtained although obtained the contribution of widow'/widower' and orphans' of female officers has been discovered at the pension activation interview.

02. Incidents requesting to recover from the gratuity identifying the relevant recoveries were not made properly is also reported when checking the files to issue the letter certifying the duly recovery of widow'/widower' and orphans' contributions since the said letter should be submitted for the monthly pension activation interview.

03. Therefore, you are kindly informed to certify whether the relevant officer contributed to the Widow'/Widower' and Orphans' Fund and the contributions are dully charged, before furnishing perfected pension applications of retiring officers to the Department of Pensions and further, requested to make aware all the officers on this regards.

04. Further, emphasized, the pension applications furnished to the Department of Pensions without recovering the contributions neglecting the above instructions shall be rejected.

SGD: / A. Jagath D Dias
Director General of Pensions