



මගේ අංකය
எனது இல. }
My No. }

Pension Instruction Letters
No.09/2019

ඔබේ අංකය
உமது இல. }
Your No. }

දිනය
திகதி } 17.06.2019
Date }

Secretaries to all Ministries,
Chief Secretaries to all Provincial Councils,
All Heads of Departments / Commanders of Tri Forces,
District Secretaries,
Divisional Secretaries,
Heads of Local Governments,

Revising the Online PD 03 Application

The Online PD 03 Application has been revised since 12.06.2019, inserting a format (Annex 01) for the certification of recovery of contributions towards Widows'/Widowers' and Orphans' Pension Scheme for the whole service period of retiring officers.

02. Therefore, you are kindly informed the aforementioned format shall be compulsorily included at the printed copy submission of the PD 03 Application which inserted the data through the online system since 12.06.2019. The applications furnished without the said format shall be rejected and returned.

03. Accordingly, the submission of the certification letter obtained from the head of the institute on the above contribution recovery when visiting for the pension activation interview of pensioners in respect of the said applications is not necessary.

04. Further, it has been also observed sending the instruction paper received at the print of PD 03 online application with the printed application to the Department of Pensions without issuing to the pensioner. Thus, it has to return the pensioners visited for the pension activation interview issuing another date due to the absence of necessary documents for the interview. Therefore your attention is payable for the inconvenience caused to the pensioners and the office staff due to the said. Further, you are kindly informed to make aware your subject officers to issue this instruction paper compulsorily to the pensioner.

Sgd./

A. Jagath.D. Dias

Director General of Pensions

Recovery of Contributions towards Widows'/Widowers' and Orphans' Pension Scheme

Declaration of Subject Officer

Name of the retiring officer -

NIC -

W & OP No. -

I hereby certify that the contributions towards the Widows'/Widowers' and Orphans' Pensions Scheme were **fully recovered** for the **whole service period** of the above retiring officer according to all the information provided by the above retiring officer/other government institutions/ personal file of the retiring officer.

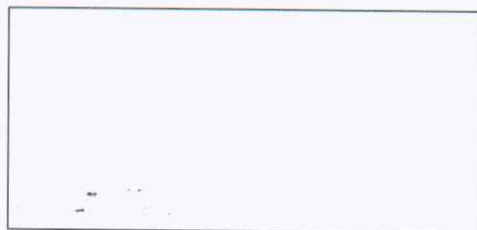
Date -

.....

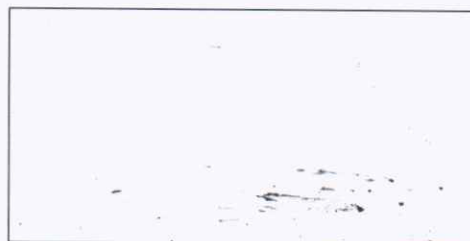
Signature

Declaration of the Accountant of Institution

I hereby certify that the contributions towards Widows'/Widowers' and Orphans' Pension Scheme were **fully recovered** for the **whole service period** of the above officer.



Official Stamp



Signature

Date -