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எனது இல. } 07/2021
My No. }

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உமது இல. }
Your No. }

දිනය } 07 04.2021
திகதி }
Date }

To all District Secretaries,

Divisional Secretaries

Cancellation of User Accounts in Central Data System

All the User Accounts, which are used at present in the Central Data Base of the Department of Pensions, are cancelled from 01st May 2021. Therefore all users are required to prepare new User Accounts for further functioning at Central Data Base

02. For this purpose the following specimen should be perfected and sent to the email address helpdesk@pensions.gov.lk after scanning it as a PDF file.

03. When sending emails, the subject should be mentioned as "**New User Accounts**".

A. Jagath D. Dias

Director General of Pensions

Copy – Secretary, Ministry of public Services, Provincial Councils and Local
Governments

- For information

Specimen for forwarding information for the preparation of new user accounts in Central Data System.

(For Pension Officers, Development Officers, Document Assistants, Subject Clerk (Financial Assistant))

01. Name :-
02. Post :-
03. Divisional Secretariat :-
04. National Identity Card No:-
05. Contact No of the Divisional Secretariat:-
06. Mobile No :-

It is hereby recommended that a user account of the central data system may be issued to Mr./Mrs./Miss in order to manage the database of the Department of Pensions.

.....

Accountant

Signature and official stamp

Approved by,

.....

Divisional Secretary

Signature and official stamp

Specimen for forwarding information for the preparation of new user accounts in central data system.

(To obtain user accounts for Accountants)

01. Name :-
02. Post :-
03. Divisional Secretariat :-
04. National Identity Card No:-
05. Contact No of the Divisional Secretariat:-
06. Mobile No :-

It is hereby approved that a user account of the Central Data System may be issued to Mr./Mrs./Miss in order to manage the database of the Department of Pensions.

.....
Divisional Secretary
Signature and official stamp