

විශ්‍රාම වැටුප්  
දෙපාර්තමේන්තුව



ஓய்வூதியத் திணைக்களம்  
DEPARTMENT OF PENSIONS



පරපුරක අභිමානය

தலைமுறையொன்றின் பெருமிதம்

Pride of a Generation

මගේ අංකය } PEN/POL/1A/Special  
எனது இல. }  
My No. } .....

ඔබේ අංකය }  
உமது இல. }  
Your No. } .....

දිනය } 21 /12/2020  
திகதி }  
Date } .....

All Heads of Banks,

**Festival Credit Facility: Instructions for the Banks**

With reference to the pension circular numbered 10/2020 and dated 18/12/2020.

02. The banks must facilitate to provide above mentioned credit facility for the pensioners whose pension is disbursed under their bank.

03. Use the given IT system to identify active pensioners and their bank accounts. The same system should be used to send information to the Department of Pensions. A guideline to use the IT system is attached herewith.

**A. Jagath D. Dias**

Director General of Pensions

# (Guideline for using the system for issuing supplementary festival credit facility for pensioners )

## 01. Access

Follow the link to access the system

<http://sathkara.pensions.gov.lk/pms>

Or go to the department of pensions web site (pensions.gov.lk) and click on the Pension Management System Icon and access using PMS 1 module.

Please use google chrome browser for better usability



දුරකථන: www.pensions.gov.lk

## 01. User Accounts

You may use the previously created user accounts to access the system.

## 02. Login:

Click on the first icon which includes Bank Account Transfersystem.

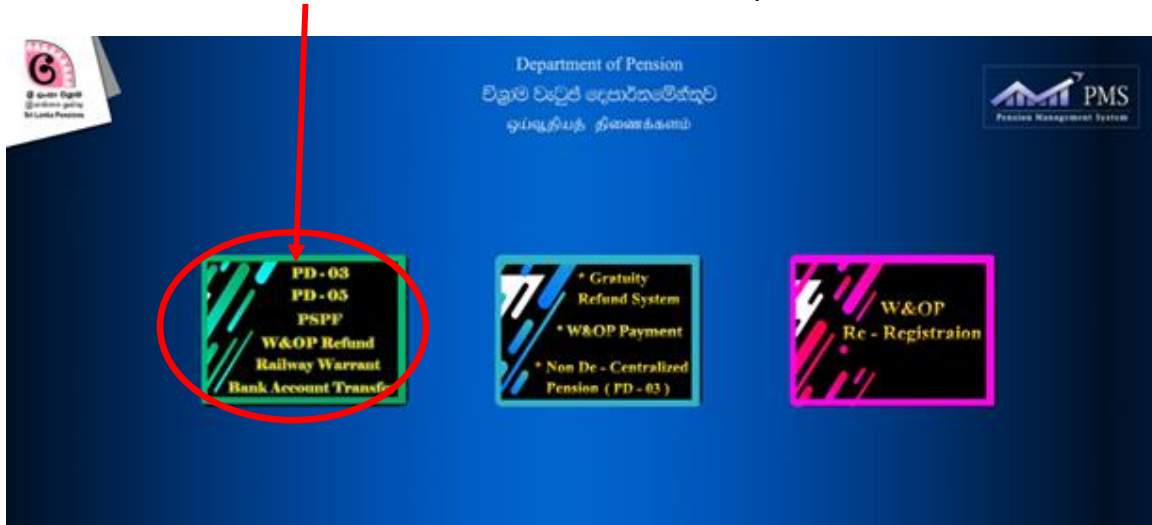


Image 02: Entering to the system

Then you will be directed to the login page.

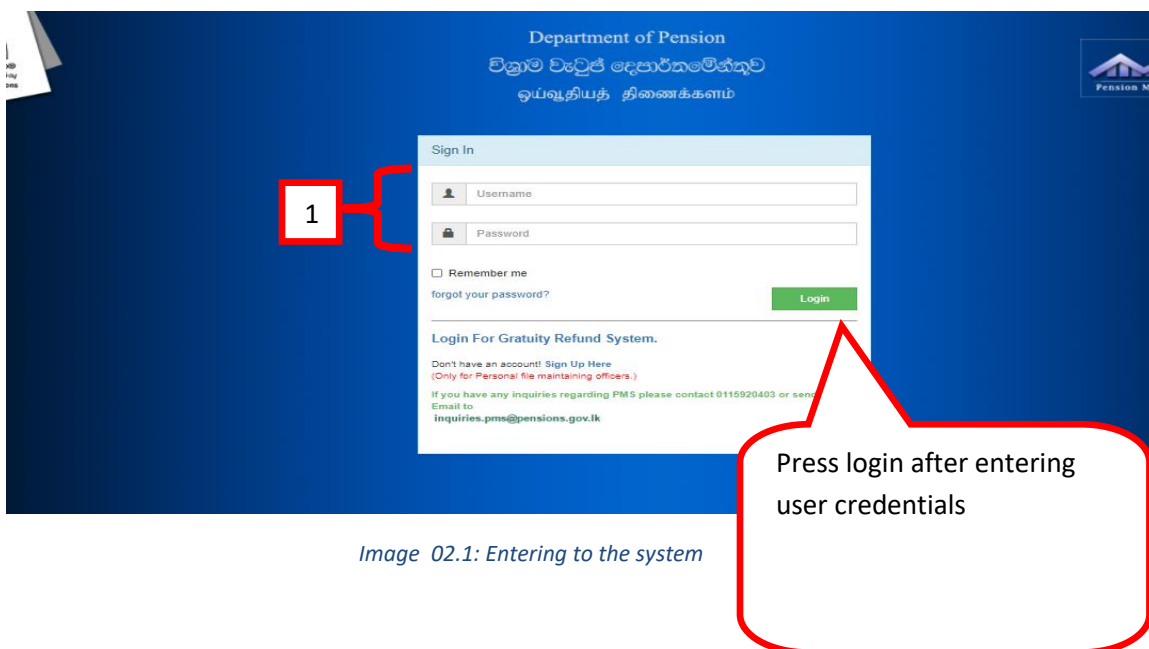


Image 02.1: Entering to the system

1. Use the previously prepared user credentials to access the system. You may call 011 5 920 403 for any inquiries.

- Once you successfully logged in click on the festival loan menu icon.

You will see a interface as in the image below.

Bank Account Management System 1.1.0v

WELCOME Logout

Main Navigation

- Dashboard
- New Request
- Previous Request
- Festival Loan

Search Pensioner

NIC No :

Enter NIC Number

Eg : xxxxxxxxxxxxV OR xxxxxxxxxxxxxxxx

Search

image 03: select menu

I. Enter the NIC number of the pensions.

II. Press search button. If the pensioner is entitled for the facility the system will move to the next page

### 03. Application

The screenshot shows a web form titled "Loan Details". The form contains the following fields and a submit button:

- Name:** MR.H.J.KANAGASABAI
- NIC No:** 261400049V
- Preferred Bank Name:** Hatton National bank
- Existing Pension Bank:** bankName
- Branch Name:** branchName
- Account No:** 100770133906
- Loan Amount:** Select Loan Amount (dropdown menu)
- Monthly Installment:** (empty text field)
- Loan Number:** (empty text field)
- Submit Loan Details:** (blue button)

Annotations on the form:

- 1:** A bracket groups the fields from "Name" to "Account No".
- 2:** Points to the "Loan Amount" dropdown menu.
- 3:** Points to the "Monthly Installment" text field.
- 4:** Points to the "Submit Loan Details" button.

01. The information related to the pension will be shown in the system. Make sure the pensioner is receiving the pension from your bank.

02. **Loan Amount:** Select the loan amount based on the total pension.

03. **Number of Installment:** enter number of installments.

04. Enter loan number (not mandatory) and submit the data.

#### ( Save application)

- I. **Click on Save application and Print Source document. Keep the copy of the document in your loan file.**