

Ministry of Public Administration,
Provincial Councils & Home Affairs,
Independence Square,
Colombo 7.

19th June, 1990.

To: ~~All Secretaries to Ministries,~~
Chief Secretaries to Provincial Councils,
Secretaries to Governors, Heads of
~~Departments and Government Agents.~~

Retirement of Public Officers

The following clarifications are made with regard to implementing the Public Administration Circular No. 30/88 dated 30.08.83.

1. ~~Computation of Pension of an officer who retires in terms of this Circular will be on the basis of his age/ period of service and salary at the time of retirement.~~
2. No provisional pension will be paid to such an officer until he completes 55 years of age.
3. Payment of commuted pension will be made when he completes 55 years of age.
4. Re-employment of retired officers in terms of this Circular will be subject to conditions and provisions applicable at the time of such re-employment.
5. The personal file of an officer who retires in terms of this Circular should be in the custody of the Head of the Department/Ministry he served last. However pension papers etc. may be processed and sent to the Director of Pensions when he completes 54 years and 6 months of age, so that the Director of Pensions would be able to pay his pension on his reaching the age of 55 years.

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6. An officer who retires in terms of this Circular is entitled to the annual quota of warrants to which a retired officer is entitled for travel, on the Sri Lanka Government Railway until he completes 55 years of age and thereafter. The Department/Ministry he served last will issue such warrants until he reaches the age of 55 years.
7. An officer who wishes to retire in terms of this Circular can avail himself of leave prior to retirement.
8. Loans, advances or other surcharges should be paid to the government before retirement in terms of this Circular.
9. In case an officer is bound by a service bond such an officer should either serve the compulsory period in full or pay any balance sum of money and fulfil any other obligations before retirement.
10. All inventory and other items such as books, files and documents which belongs to the government and which are in the custody of the officer should be handed over before retirement.

Sgd: Dr.P.A.T. Gunasinghe
Secretary,
Ministry of Public Administration,
Provincial Councils & Home Affairs