

My No: F/FR/03/BRCir

Ministry of Public Administration and Management

Independence Square,

Colombo 07.

12.12.2017

All Secretaries of Ministries,
Heads of Departments,
District Secretaries,

Submission of report on arrears of revenue for code “20.02.01.01” – Rent on Government Building & Housing as at 31.12.2017

Your attention is drawn to the circular No. 01/2015 dated 20.07.2015 issued by the Department of Fiscal Policy and the revisions made to the same.

02. The Chief Accounting Officers /Accounting Officers, who have been entrusted with the responsibility to collect revenue under revenue code **20.02.01.01**, revenue of **rent on government buildings**, for which the Secretary of Ministry of Public Administration and Management acts as the Revenue Accounting Officer should submit a report on arrears of revenue relevant to the said revenue code one in six months to the Auditor General as per the provisions of F.R. 128 (2) (C).

03. Therefore, you are kindly requested to reconcile the accounts books connecting to arrears of income, which are maintained as per rules and regulations under revenue on **rent on government buildings**, Code No. **20.02.01.01** and to send the reports on arrears of revenue prepared as at **31.12.2017** as per Form No. 1 attached herewith according to the Public Finance Circular No. 1/2015 and relevant revisions to the **Chief Financial Officer** of this Ministry along with a soft copy to “buildingrentpubad@gmail.com” before **18.01.2018**. Nil report should be submitted indicating it if such arrears is not available.

04. Further, the particulars on amounts recovered within the year of 2017 corresponding to the arrears of revenue relevant to each year and the revenues which have been waived off on the approval received from the General Treasury within the period as per F.R. 113, if any, should also be submitted in accordance with Form 2 attached herewith.

Sgd / J. J. Rathnasiri

Secretary

Ministry of Public Administration and
Management

Copies - 1. Auditor General

2. Director General, Department of Public Finance

Report on the Revenue in Arrears as at 31.12.2017

- I. Statute / Authority – Establishment Code / Land Development Ordinance / Public Administration Circular: 34/2017
 II. Statutory / Authority – Ministry of Public Administration and Management
 III. Revenue Item – Rent on Government Building & Housing
 IV. Revenue Code – 20.02.01.01

Description (Classification of Government Building Rental revenue) (1)	Revenue in Arrears					Reasons for arrears *	Measures taken to recover the arrears *	Assessment on the recoverability of the arrears *
	Accumulated amount in arrears up to 31.12.2014 Rs. (2)	Amount in arrears relevant to year 2015 Rs. (3)	Amount in Arrears relevant to year 2016 Rs. (4)	Amount in Arrears relevant to year 2017 Rs. (5)	Amount in Arrears relevant up to 31.12.2017 (2+3+4+5) Rs. (6)			
(i) Official Quarters								
(ii) Circuit Bungalows and Holiday Bungalows (if any)								
(iii) Other Buildings								

Each total of the columns No 2-4 of the above table should be tallied with the subsequent arrears reported under the Statement of Arrears of Revenue as at 30.06.2017 after subtracting the recovery under 2017 if any. If not, reasons for each difference should be reported separately as annexure to this report.

* Clear, valid reasons should be compulsorily mentioned for 7,8 and 9 columns. If the space given in the form is not sufficient, they should be reported as an annexure to this report.

N.B- Please be noted to report the revenue in arrears under above classification.

Date-

It is hereby certified that the above information is correct

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 Secretary/ Head of Department/ District Secretary
 (Official Seal)

Statement of the Revenue Waivers and the Approved Revenue Waivers as at 31.12.2017

Ministry/ Department:

Revenue Code: **20.02.01.01**

Description (Classification of Government Building Rental revenue)	Collection of Arrears Revenue in 2017				*Waivers of Arrears Revenue in 2017						
	Collection corresponding to the amount in arrears up to 31.12.2014 Rs.	Collection corresponding to the amount in arrears in respect of year 2015 Rs.	Collection corresponding to the amount in arrears in respect of year 2016 Rs.	Total collection in respect of the arrears Rs.	Up to 31.12.2014		2015		2016		Total of the waivers in respire of the amount in arrears (6+8+10) Rs.
					Waivers corresponding to the amount in arrears Rs.	Reference No and Date of the Treasury Approval for the waiver as per FR 113	Waivers corresponding to the amount in arrears Rs.	Reference No and Date of the Treasury Approval for the waiver as per FR 113	Waivers corresponding to the amount in arrears Rs.	Reference No and Date of the Treasury Approval for the waiver as per FR 113	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
(i) Official Quarters											
(ii) Circuit Bungalows and Holiday Bungalows (if any)											
(iii) Other Buildings											

- ❖ Any waivers of the revenue under each revenue code should be made only on prior approval of General Treasury as per FR 113. Therefore such revenue waivers approved by the Treasury (Department of Public Finance) should only be indicated here and each copy of such authorized letters has to be attached.

Date-

It is hereby certified that the above information is correct

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Secretary/ Head of Department/ District Secretary
(Official Seal)