

Public Administration Circular: 12/2020

My No: F/FR/03/BRCir
Ministry of Public Administration, Home Affairs,
Provincial Councils and Local Government
Independence Square
Colombo 07.

10.06.2020

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 Buildings & Housing as at 30.06.2020**

Your attention is drawn to the circular No. 01/2015 dated 20.07.2015 (<http://www.treasury.gov.lk/documents/10181/48918/fpd-2015-01E/f3024803-b9ab-4cd3-aaf9-3b82a4e7ee5c?version=1.0>) 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 & housing, for which the Secretary of Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government 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 & housing, Code No. 20.02.01.01 and to send the reports on arrears of revenue prepared as at 30.06.2020 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”](mailto:buildingrentpubad@gmail.com) before 13.07.2020. Nil report should be submitted indicating it if such arrears is not available.

04. Further, the particulars on amounts recovered within the first six months of 2020 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, Home Affairs,
Provincial Councils and Local Government

Copies - 1. Auditor General
2. Director General, Department of Fiscal Policy

Report on the Revenue in Arrears as at 30.06.2020

- I. Statute / Authority – Establishment Code / Land Development Ordinance / Public Administration Circular: 12/2020
 II. Statutory / Authority – Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government
 III. Revenue Item – Rent on Government Buildings & 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 31.12.2017 Rs. (2)	Amount in arrears relevant to year 2018 Rs. (3)	Amount in Arrears relevant to year 2019 Rs. (4)	Amount in Arrears relevant up to 2020.01.01 to 30.06.2020 Rs. (5)	Amount in Arrears up to 30.06.2020 (2+3+4+5) Rs. (6)			
(i) Official Quarters								
(ii) Circuit Bungalows and Holiday Bungalows (if any)								
(iii) Commercial Buildings/ Stores								
(iv) Other Buildings								
Total								

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 31.12.2019 after subtracting the recovery up to first six months of year 2020 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)

Report on Collections and Waivers of Revenue Arrears as at 30.06.2020

Ministry/ Department:

Revenue Code: **20.02.01.01**

Description (Classification of Government Building Rental revenue)	Collection of Arrears Revenue in 2020				*Waivers of Arrears Revenue up to first six months in 2020						
	Collection correspondi ng to the amount in arrears up to 31.12.2017 Rs.	Collection correspon ding to the amount in arrears in respect of year 2018 Rs.	Collection correspon ding to the amount in arrears in respect of year 2019 Rs.	Total collection in respect of the arrears Rs.	Up to 31.12.2017		2018		2019		Total of the waivers in respective of the amount in arrears (6+8+10) Rs.
					Waivers correspo nding to the amount in arrears Rs.	Reference No and Date of the Treasury Approval for the waiver as per FR 113	Waivers correspo nding to the amount in arrears Rs.	Reference No and Date of the Treasury Approval for the waiver as per FR 113	Waivers correspo nding 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) Commercial Buildings/ Stores											
(iii) Other Buildings											

- ❖ Any waivers of the revenue under each revenue code should be made with the secretary of public administration's recommendation and the 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)