

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

18.12.2024

Secretaries to 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 31.12.2024**

Your attention is drawn to Circular No. 01/2015 dated 20.07.2015 (This can be downloaded from - <https://www.treasury.gov.lk/api/file/9b53869c-39ec-48b9-a16b-609a0e01a9e5>) 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 the Ministry of Public Administration, 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 once in six months to the Auditor General as per the provisions of F.R. 128 (2) (C).

03. Therefore, the accounts books related to arrears of revenue, which are maintained as per rules and regulations under revenue of rent on government buildings & housing, revenue code No. 20.02.01.01, should be reconciled properly, and the reports on arrears of revenue prepared as at 31.12.2024 as per Form No. 01 attached herewith according to the above-mentioned Fiscal Policy Circular No. 01/2015 and relevant revisions should be sent to the Chief Finance Officer of this Ministry along with a soft copy to “[buildingrentpubad@gmail.com](mailto:buildingrentpubad@gmail.com)” before 15.01.2025. If such arrears of revenue are not available as at the relevant date, a nil report should be submitted indicating the same.

04. Further, it is kindly informed that the particulars of amounts recovered within the year 2024 corresponding to the arrears of revenue relevant to each year and, in addition, the arrears of revenue 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 02 attached herewith.

Sgd/ S.Alokabandara  
Secretary  
Ministry of Public Administration,  
Provincial Councils and Local Government  
Telephone : - 0112-691015  
Fax : - 0112-683131  
Email : - fin.report.pubad@gmail.com

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

**Report on the Revenue in Arrears as at 31.12.2024**

I. Statute / Authority – Establishment Code / Land Development Ordinance / Public Administration Circular: 20/2024

II. Statutory Authority – Ministry of Public Administration, Provincial Councils and Local Government

III. Revenue Item – Rent on Government Buildings &amp; 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	Assessme nt on the recoverab ility of the arrears
	Accumulated amount in arrears up to 31.12.2021  Rs. (2)	Amount in arrears relevant to year 2022  Rs. (3)	Amount in arrears relevant to year 2023  Rs. (4)	Amount in arrears relevant to year 2024  Rs. (5)	Total amount in arrears up to 31.12.2024 (2+3+4+5)  Rs. (6)			
(i) Official Quarters								
(ii) Circuit Bungalows and Holiday Bungalows								
(iii) Commercial Buildings								
(iv) Stores								
(v) Other (Canteens,Auditoriums,other buildings for rent or lease income)								
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 30.06.2024 after subtracting the recovery under 2024 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 collection of revenue in arrears and approved waivers of revenue as at 31.12.2024**

Ministry/ Department:

Revenue Code: **20.02.01.01**

Description	Collection of Revenue in Arrears in 2024				*Waivers of Revenue in Arrears in 2024						
	Collection corresponding to the amount in arrears up to 31.12.2021 Rs.	Collection corresponding to the amount in arrears in respect of year 2022 Rs.	Collection corresponding to the amount in arrears in respect of year 2023 Rs.	Total collection in respect of the arrears (2+3+4) Rs.	Up to 31.12.2021		2022		2023		Total of the waivers in respective of the amount in arrears (6+8+10) Rs.
					Waivers corresponding to the amount in arrears Rs.	Reference No and Date of the letter of the Treasury by which authority was granted for the waiver as per F.R. 113	Waivers corresponding to the amount in arrears relevant to the year	Reference No and Date of the letter of the Treasury by which authority was granted for the waiver as per F.R. 113	Waivers corresponding to the amount in arrears Rs.	Reference No and Date of the letter of the Treasury by which authority was granted for the waiver as per F.R. 113	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
(i) Official Quarters											
(ii) Circuit Bungalows and Holiday Resorts											
(iii) Commercial Buildings											
(iv) Stores											
( v ) Other (Canteens,Auditoriums ,other buildings for rent or lease income)											

- ❖ Any waivers of the revenue under each revenue code should be made only on prior approval of General Treasury as per F.R. 113. Therefore, such revenue waivers for which authority was granted by the Treasury (Department of Public Finance) should only be indicated here and each copy of such letter should be attached.

Date- .....

It is hereby certified that the above information is correct

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