Public Administration Circular : 12/2026

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

12.06.2026

Secretaries of Ministries
Heads of Departments
District Secretaries

Submission of reports on arrears of revenue for code "20.02.01.01" Rent on Government Buildings and Housing as at 30.06.2026

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 and 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 and housing, revenue code No. 20.02.01.01, should be reconciled properly, and the reports on arrears of revenue prepared as at 30.06.2026 as per Form No. 01 attached herewith according to the above-mentioned Fiscal Policy Circular No. 01/2015 should be sent to the Chief Finance Officer of this Ministry along with a soft copy to "buildingrentpubad@gmail.com" before 15.07.2026. 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 first six months of 2026 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

Form No 01

Report on the Revenue in Arrears as at 30.06.2026

I. Statute / Authority – Establishment Code / Land Development Ordinance / Public Administration Circulars: 12/2026
II. Statutory Authority – Ministry of Public Administration, Provincial Councils and Local Government
III. Revenue Item – Rent on Government Buildings and Housing
IV. Revenue Code – 20.02.01.01

Description (Classification of Government Building Rent revenue)	Revenue in Arrears					Reasons for arrears	Measures taken to recover the arrears	Assessment of the recoverability of the arrears
	Accumulated amount in arrears up to 31.12.2023	Amount in arrears relevant to year 2024	Amount in Arrears relevant to year 2025	Amount in arrears from 01.01.2026 to 30.06.2026	Total Arrears up to 30.06.2026 (2+3+4+5)			
	Rs.	Rs.	Rs.	Rs.	Rs.	*	*	*
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
(i) Official Quarters								
(ii) Circuit Bungalows and Holiday Bungalows								
(iii) Commercial Buildings								
(iv) Stores								
(v) Other (Canteens, Auditoriums, other buildings rented or leased for income generation)								
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 31.12.2025 after subtracting the recovery up to first six months of the year 2026 if any. If not, reasons in detail for each difference should be reported separately as annexures 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 note that revenue in arrears should be reported under the above classification.

Date- ……………………………

It is hereby certified that the above information is correct

……………………………………………………..

Secretary/ Head of Department/ District Secretary

(Official Stamp)

Form No 02

Statement of Collections of Revenue in Arrears and Approved Revenue Waivers as at 30.06.2026

Ministry/ Department: Revenue Code: **20.02.01.01**

Description	Collection of Revenue in Arrears within the first six months in 2026				*Waivers of Revenue in Arrears within the first six months in 2026						
	Collection corresponding to the amount in arrears up to 31.12.2023 Rs.	Collection corresponding to the amount in arrears in respect of the year 2024 Rs.	Collection corresponding to the amount in arrears in respect of the year 2025 Rs.	Total collection in respect of the arrears Rs.	Up to 31.12.2023		2024		2025		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 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 waivers 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 Resorts											
(iii) Commercial Buildings											
(iv) Stores											
(v) Other (Canteens, Auditoriums, other buildings rented or leased for income generation)											

❖ 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 must be attached.

Date- ………………………

It is hereby certified that the above information is correct

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Secretary/ Head of Department/ District Secretary

(Official Stamp)