

Pension Circular No 01/2019 Revision (I)

My No: Pen/ Circular 2019  
Department of Pensions,  
Maligawatta,  
Colombo 10.  
05.07.2019.

To all District Secretaries  
and Divisional Secretaries.

**Adjusting Pensions as per Public Administration Circular 03/2016 in accordance with  
Budget Proposals -2019**

This is with reference to the Pension Circular No. 01/2019 dated 11.06.2019 issued by me on the above matters.

02. It is informed the instructions attached herewith are issued in addition to the instruction letter issued to take actions in accordance to the provisions of the said circular.

**Sgd. / A.Jagath D.Dias**  
Director General of Pensions

Copies:

- |                                                                                                      |         |
|------------------------------------------------------------------------------------------------------|---------|
| 1. Secretary to the President                                                                        | - F.I.P |
| 2. Secretary to the Prime Minister                                                                   | - F.I.P |
| 3. Secretary, Ministry of Public Administration ,<br>Disaster Management and Livestock Development   | - F.I.P |
| 4. Secretary, Ministry of Internal and Local Affairs<br>and Provincial Councils and Local Government | - F.I.P |
| 5. Secretary, Ministry of Finance                                                                    | - F.I.P |
| 6. Auditor General                                                                                   | - F.N.A |

## General Instructions for Pension Conversions

Actions should be taken as bellow for the practical situations created at the pension conversion issued in accordance with the Public Administration Circular No. 14/2019

### Service Period

1. The salary will be adjusted by this conversion for the pensioners who retired before 01.01.2017 considering the salary payable as at for such date, if he/she was in public service. Therefore, there shall not be any ANOMALY in between the pension (except the allowances) of the officer retired truly on 01.01.2017 or after and the officer retired before the said date. Accordingly, the true service period served shall be taken into consideration, since another anomaly may possible between the pensioners retired before and after 01.01.2017 by adjusting the service period of the pensioners retired before 31.12.1996 as 25 years upon the hypothetical basis when computing the pensions in accordance with the pension circular No. 5/2015 dated 06.07.2015. **Therefore, the accurate service period engaged in the public service should be only inserted to the system when converting the pensions of all pensioners (except the situations provided below).**

### Situations the Service Period May Differ

- i. The information should be inserted to the system considering the service period as 25 years without making any prejudice for the officers retired under Public Administration Circular No. 44/90.
- ii. The service period of all the officers retired under Public Administration Circular No. 30/88 should be the actual service period served in the public service.
- iii. The service period resulted by adding 5 years to their actual service period should be inserted to the system as the service period of the pensioners retired under the section 2:7 of Minutes on Pensions. Your extreme concerning is drawn to check whether the 5 years has been already added to the service period for those pensioners retired under section 2:7.

- iv. The date initiated the retirement out of the date completed 55 years or the date completed 20 years in service shall be included as Pension activated date when inserting the information of the officers retired under Public Administration Circular No. 44/90.
  - v. The date completed 55 years instead the retirement date shall be entered to the system, when inserting the information of the officers retired under Public Administration Circular No. 30/88 under Pension activated date .
  - vi. Actions should be taken in accordance with Pension Circular No. 7/2000 issued on such regards when computing the service period for the Widows' and Widowers pension payable pensioners on behalf of the deceased while in duty.
2. This salary conversion shall not be made for the widows who receive the salary and allowances until 55 years of age , pensioners receive the compensation salaries as per Pension Circular No. 5/2015 dated 05.07.2015.
  3. Insertion of the retirement section accurately to the salary conversion system is highly important.

When preparing the pensions by this system under Schedule "AA", pensions of the officers retired under the section 2:12 and 2:15 of the Minutes on Pensions, the "source document" obtained after the insertion of the information should be furnished to the department without the recommendation and approval with the bellow mentioned particulars.

    - i. Pension Award Paper.
    - ii. The documents certify the service period. (taken from the pension file).
    - iii. Decision of the Secretary of the Public Administration.

4. Accuracy of the Pension Computations.

Accurately converted pensions will be automatically computed accordingly the information entered through the Pension Conversion System. Therefore, the accuracy of the data entered to the system is essentially required for the accuracy of the pension computations.

4.1. In a situation, the pension has adjusted as per Public Administration Circular No. 16/2015 such information can be used for this conversion. However, whether the pension conversion has been made placing in the accurate salary step and accurate service period at that situation should be verified.

4.2. Actions should be taken as bellow for the revised salary codes revised by the salary revisions made after the Public Administration Circular No. 6/2006 and Revision 6/2006(IV) used when converting in accordance with Public Administration Circular No. 16/2015. Also, the salary relevant to the revision should be systemized as monthly salary.

- i. The pension prepared for teachers as per Public Administration Circular No. 6/2006 (IV) in Sri Lanka Teachers' Service

Table 2019	The salary entered as per 6/2006	Grade	Salary converted by the System (2017)
PR1 – 107 A	TS 2 – 2006 A	slts- I	GE 2 grade I
PR1 – 108 A	TS 2 – 2006 A	slts - 2- I	GE 2 grade 2 - I
PR1 – 109 A	TS 2 – 2006 A	slts - 2 -II	GE 2 grade 2 - II
PR1 – 110 A	TS 2 – 2006 A	slts - 3 - I	GE 1 grade 3 - I
PR1 – 111 A	TS 1 – 2006 A	slts -3 - II	GE 1 grade 3 - II

- ii. The pension prepared for teachers as per Public Administration Circular No. 6/2006 (XII) in Sri Lanka Teachers' Service

Table 2019	The salary entered as per 6/2006	Grade	Salary converted by the System (2017)
PR 1 – 107 A	GE 2	Grade I	GE 2 grade I
PR 1 – 108 A	GE 2	Grade 2 - I	GE 2 grade 2 - I
PR 1 – 109 A	GE 2	Grade 2 - II	GE 2 grade 2 - II
PR 1 – 110 A	GE 1	Grade 3 - I	G6 1 grade 3 - I
PR 1 – 111 A	GE 1	Grade 3 - II	G6 1 grade 3 - II

- iii. The pension prepared for principals as per Public Administration Circular No. 6/2006 (IV) in Sri Lanka Principals' Service

Table 2019	The salary entered to the System as per 6/2006	Grade	Salary converted by the System (2017)
PR 1-112 A	TS 3-2006-a-IV	slps-1	GE 4 grade I
PR 1-113 A	TS 3-2006-a-IV	slps -2-I	GE 4 grade I
PR 1-114 A	TS 3-2006-a-IV	slps -2-II	GE 4 grade II
PR 1-115 A	TS 3-2006-a-IV	slps -3	GE 4 grade III

- iv. The pension prepared principals as per Public Administration Circular No. 6/2006 (XII) in Sri Lanka Principals' Service

Table 2019	The salary entered to the System as per 6/2006	Grade	Salary converted by the System (2017)
PR 1-112 A	GE 4	grade I	GE 4 grade I
PR 1-113 A	GE 4	grade I	GE 4 grade I
PR 1-114 A	GE 4	grade II	GE 4 grade II
PR 1-115 A	GE 4	grade III	GE 4 grade III

- v. The pension prepared for officers as per Public Administration Circular No. 6/2006 (IV) in Sri Lanka Police

Table 2019	Post	The salary entered to the System as per 6/2006	Grade	Salary converted by the System (2017)
PR 1-32 A	Chief Police Inspector	RS 2-2006 a	cip	RS 5 cip
PR 1-33 A	Police Inspector	RS 2-2006 a	ip	RS 4 ip
PR 1-34 A	Sub Police Inspector	RS 2-2006 a	si	RS 3 si
PR 1-35 A	Chief Sergeant	RS 2-2006 a	sm	RS 3 sm
PR 1-36 A	Sergeant	RS 1-2006 a	ps-grade-II	RS 2 ps
PR 1-37 A	Police Constable	RS 1	pc	RS 1 pc

- vi. The pension prepared for officers as per Public Administration Circular No. 6/2006 (iv) in Grama Niladhari Service

Table 2019	The salary entered to the System as per 6/2006	Grade	Salary converted by the System (2017)
PR 1-89A	MN 1- 2006a	Grade I	MN 2 Grade I
PR 1-90A	MN 1- 2006a	Grade II	MN 2 Grade II

- vii. Postal Service

Table 2019	Post	Salary Level	Grade
PR1-17A	Combined Postal Service "A" Category Grade I	SL 1	Grade I
PR1-18A	Combined Postal Service "A" Category Grade II	SL 1	Grade II
PR1-19A	Combined Postal Service "A" Category Grade III "A" Category	SL 1	Grade III
PR1-47A	Combined Postal Service "A" Category Grade III "B" Category	MN 7	
PR1-48A	Combined Postal Service "B" Category Grade I "A" Category	MN 3	Grade I
PR1-49A	Combined Postal Service "B" Category Grade I "B" Category	MN 3	Grade II
PR1-50 A	Combined Postal Service "B" Category Grade II	PL 3	Grade I
PR1-51 A	Combined Postal Service "C" Category Grade I	PL 1	Grade I
PR1-52 A	Combined Postal Service "C" Category Grade I	PL 1	Grade II
PR1-53 A	Combined Postal Service "C" Category Grade II	PL 1	Grade III
PR1-54 A	Sub Post Master	MN 1	Grade III