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திறைசேரி செயற்பாடுகள் திணைக்களம்
Department of Treasury Operations

නැ.පෙ.1559, මහා හාණ්ඩාගාරය, මුදල්, ආර්ථික සහ ප්‍රතිපත්ති සංවර්ධන අමාත්‍යාංශය, කොළඹ 01, ශ්‍රී ලංකාව
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எனது இல
My No.

TO/FD1/04/07

ඔබේ අංකය
உமது இல
Your Number

දිනය
திகதி
Date

16th April, 2020

Secretary,

Special Arrangements for the submission of Withdrawal Application (WAs) during the WFH Period.

Department of Treasury Operations (TOD) has introduced the following procedures on the submission of the Withdrawal Applications (WAs) to TOD by the Foreign Funded Projects considering the current Work from Home (WFH) situation due to the COVID-19 outbreak.

Therefore, you are kindly requested to instruct the relevant officials of the foreign funded projects under the purview of your Ministry to follow the procedures until further notice.

- I. Prepare the original WA in the given format by the relevant Project Office.
- II. Ensure that the required budgetary allocations are available under Vote On Account 02 (March-May, 2020) and sufficient funds are available in the Special Currency Account to effect the payment.
- III. Submit the Original/ Scanned copy of the duly completed WA to CFO/CA of the respective line Ministry to be submitted the Department of Treasury Operations using the following e-mail address after scrutinizing them.

WAs for ADB funded Projects: dayaratne.ks@tod.treasury.gov.lk

Other Donor Funded Projects including WB: perera.mash@tod.treasury.gov.lk

- IV. Ensure to keep safely all the original documents with the WAs in the Office in order to deliver them to the Department of Treasury Operations within a period of one week after the curfew is completely removed.

Please feel free to contact Mr. M.A.S.H Perera (Director) -0717536221 for WB & other foreign funded projects or Ms. K.S. Dayarathna (Director) -0722768204 for ADB funded projects on any clarification is required.

Yours faithfully,

R.M.A.Ratnayake
Director General

Copies: Director General, Department of External Resources - For your information & necessary action pls.

Chief Finance Officer/Chief Accountant

- For your necessary action pls.