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நிதி அமைச்சு
MINISTRY OF FINANCE

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திகதி } 2020.10.02
Date }

Assets Management Circular No. 05/2020

To All: Secretaries of Ministries
Secretaries of State Ministries
Chief Secretaries of Provincial Councils
Heads of Department
Heads of Public Corporations and Statutory Boards
Chairmen of State Banks and Government owned Companies

Non-Financial Assets Management of the Government

Disposal or Repair and use of Government Agencies owned vehicles not in running condition

Government Agencies owned large number of vehicles being parked at different locations without proper maintenance could be observed. As such, Cabinet of Ministers has decided at its meeting held on 02nd September 2020 that, it is required to expedite the disposal or repair and use of vehicles not in running condition owned by the all Government Agencies including Ministries, Departments, Special Spending Agencies, Public Enterprises and, Provincial Councils and Local Authorities.

02. Accordingly, relevant heads of all the institutions should take necessary actions as given below, with respect to Government owned vehicles being parked at different locations without proper maintenance:

A. Disposal of vehicles not in running condition and repairs being uneconomical

Vehicles not in running condition should be disposed before 31st December 2020 following the procedure given in guideline No.03 relevant to section 13.2 of the section I of the Public Finance Circular No. 01/2020 dated 28th August 2020. The Government Agencies that use General Treasury funds or Provincial Councils funds should remit all proceeds from vehicle disposal process to the respective fund as given below:

I Proceeds from the disposal of vehicles owned by agencies with a budgetary head should be accounted under revenue code 20.06.02.01, in order to credit such proceeds to the Consolidated Fund. Proceeds from disposal of vehicles owned by agencies without a budgetary head but obtain budgetary provisions should credit such proceeds to the Consolidated Fund through the line Ministry.

II Proceeds from the disposal of vehicles owned by Provincial Councils and agencies under Provincial Councils should be credited to the Provincial Councils Fund.

B. Repair and use of vehicles not in running condition and such repairs being economical

After identifying the vehicles to be disposed as given in (A) above by the special committee given in guideline No.03 relevant to section 13.2 of the section I of the Public Finance Circular No. 01/2020 dated 28th August 2020, not in running condition vehicles identified as repair of such vehicles being economical, should be repaired before 31st December 2020 taking actions as given below:

- I Institutions that need provisions given by the National Budget Department to repair such vehicles should submit information given in Annexure I herewith, with the recommendation of the Comptroller General's Office, for the approval of the National Budget Department.
- II Such vehicles owned by Provincial Councils and agencies under Provincial Councils should be repaired using Provincial Councils Funds.
- III Such vehicles owned by all other Government Agencies, except institutions funded by budgetary provisions and Provincial Councils Fund, should be repaired using funds of respective institutions.

03. Information of vehicles disposed or repaired as given in (02) above should be submitted to the Comptroller General's Officer as per the Annexure II herewith before 15th January 2021, to be submitted to the Cabinet of Ministers. After reporting of information of vehicles repaired using budgetary provisions, to the Comptroller General's Office, such vehicles will be properly allocated by the Comptroller General's Office to the institutions that do not have sufficient vehicles.

Sgd. S R Attygalle

Secretary to the Treasury

Copies:

- 1 Secretary to the President
- 2 Secretary to the Prime Minister
- 3 Secretary to the Cabinet of Ministers
- 4 Director General of National Budget
- 5 Commissioner General of Motor Traffic
- 6 Auditor General

Request for Budgetary Provisions to repair vehicles not in running condition and repairs being economical

1. Name of Ministry/Department/ Institution:

2. Recommendation of the Head of Department/ Institution

Recommended and submit to obtain budgetary provisions for estimated repair cost of vehicles bearing registration numbers given bellow.

Serial No.	Registration No.	Type of Vehicle (Car, Double Cab, etc.)	Make (Toyota, Nissan, etc.)	Model (Corolla, Sunny, etc.)	Year of Manufacture	Millage (km)	Duration of vehicle being parked without running (Years/Months)	Estimated amount for repair (Rs.)	
								Recurrent	Capital

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Head of Department/Institution

Date

Signature and Rubber stamp

3. Recommendation of the Secretary of Ministry /State Ministry

As per the above recommendation, recommended and submit to obtain budgetary provisions for estimated repair cost of vehicles bearing registration numbers given bellow.

Recommended vehicles:

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Secretary of Ministry /State Ministry

Date

Signature and Rubber stamp

4. Recommendation of Comptroller General

Director General of Budget

As per the above recommendation, recommend and submit to approve budgetary provisions for estimated repair cost of vehicles bearing registration numbers given bellow.

Recommended vehicles:

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Comptroller General

Date

Signature and Rubber stamp

Annexure II

Submission of information of disposed or repaired vehicles which were not in running condition to the Cabinet of Ministers as per the Assets Management Circular No. 05/2020

(Following information should be send by Fax No. 011 – 2151417 and also Excel soft copy should be emailed to cgo@mo.treasury.gov.lk).

1. Information of disposed vehicles

Serial No.	Registration No.	Type of Vehicle (Car, Double Cab, etc.)	Make (Toyota, Nissan, etc.)	Model (Corolla, Sunny, etc.)	Year of Manufacture	Disposal (v)		Proceeds from disposal (Rs.)
						as vehicles	as scrap	

.....
Head of Department/Institution

Signature and Rubber stamp

.....
Date

2. Information of repaired vehicles

Serial No.	Registration No.	Type of Vehicle (Car, Double Cab, etc.)	Make (Toyota, Nissan, etc.)	Model (Corolla, Sunny, etc.)	Year of Manufacture	Repair cost (Rs.)

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Head of Department/Institution

Signature and Rubber stamp

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Date