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திறைசேரி செயற்பாடுகள் திணைக்களம்

Department of Treasury Operations

මහ හාත්‍යාමාර, මුදල් හා කුසලතාපාලන අමාත්‍යාංශය,
තැ.පො. 1559, කොළඹ 01,

பொதுத் திறைசேரி, நிதி திட்டமிடல் அமைச்சு
த.பெ. இல 1559, கொழும்பு 01.

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මගේ අංකය
எனது இல
My No. } TOD/D/CMI/2010

ඔබේ අංකය
உமது இல
Your No. }

දිනය
திகதி
Date } 08, 12.2010

Treasury Operations Circular No: 8/2010

To: All Secretaries of Ministries,
Heads of Departments and
District Secretaries,

Determination of Imprest Limits for Expenditure to be incurred under the Provision made in the Budget Estimates 2011

The application for imprest limits as per format No TOD/IMP/02 and the statement of cash flow as per format No TOD/IMP/03 based on provisions made in Budget Estimates 2011 are required to be submitted to the Department of Treasury Operations on or before 31st December 2010 for determination of imprest limits.

2. In preparation of the above two documents, revenue derived from following sources should be accurately computed and deducted from the budgetary provision.

2.1 The following adjustments should be made in ascertaining the imprest limit for Recurrent Expenditure (Personal Emoluments)

- (i) 6.5% on total provision of Salaries & Wages, for W. & O.P. recoveries.
- (ii) Amount equivalent to the Minimum Credit Limit prescribed in 3rd schedule in budget estimates.
- (iii) Interest to be charged on Advances, paid to Public Officers.

2.2 Amount to be included for Other Advance Accounts, should be computed as follows.

Debit Limit of the Other Advance Account	xxx
Less: Amount Collected from Cross Entry	xxx
Minimum Credit Limit	xxx
Amount requested from the Treasury	xxx

3. Please be informed that imprest limits are determined and intimated to you after scrutiny of data given in above documents, based on the following information which should be forwarded along with the above documents.

- (i) Details of the revenue estimates and expected revenue to be collected during the year in format No TOD/IMP/02 of column 10 group (2).
- (ii) Budgetary provision to be allocated to other Ministries, Departments or District Secretariats to effect payments on your behalf. (Details of such allocations including the amount and the name of implementing agency to which such allocation are to be released should be submitted with format No TOD/IMP/04)
- (iii) If non-cash payments are to be accounted for as Cross Entries in addition to items mentioned in 2.1 above, details of such entries to be effected during the period.

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(මුදල් ප්‍රවාහ සහ එකතුවීම්
අරමුදල් කළමනාකරණය)
සෞඛ්‍ය පක්ෂිපාලන නායක (සහකාර) අමාත්‍ය,
මුදල්, මුද්‍රා සහ මුදාහැරීම්
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(ණය සේවා සහ ගිණුම්)
සෞඛ්‍ය පක්ෂිපාලන නායක
(සැල් සේවාවලට, කැපීම්පලට)
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පක්ෂිපාලන (මුද්‍රා මුදාහැරීම්)
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පක්ෂිපාලන (සැල් සේවාවලට, කැපීම්පලට)
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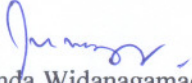
අධ්‍යක්ෂ (ආදායම්)
පක්ෂිපාලන (ඉතිරාම)
Director (Revenue)

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- (iv) Details of Monthly Cash requirements for making payments against the funds received from third parties during the year 2010 and previous years remaining in the General Deposit Account.
- (v) Details of balance provision transferred to Deposit Account vide instructions laid down in paragraph 1.2 of the Treasury Operations Circular No 6/2010 and paragraph 5.1 of the State Accounts Circular No 212/2010.
- (vi) Total allocations to be received from other Ministries, Departments and District Secretariats.
- (vii) If any Ministry is expected to make arrangements to channel funds to any Statutory Board, coming under its purview by making use of the imprest obtained from the Treasury, details of such releases, giving monthly requirements.
- (viii) Assumptions and calculations used for the above estimation.

4. Formats referred to in paragraph (1) and (3) above can be downloaded from the Department web site. (www.treasury.gov.lk). If any further clarification is needed, please feel free to contact the following officers.

<u>Name of Officer</u>	<u>Sector</u>	<u>Telephone</u>
Mr. T. Naleen Ossen Dy. Director	National security, administration of justices and Law Enforcement	2484739
Mr. S.A.S Wickremarathne Dy. Director	Infrastructure Development, Livelihood and Regional Development, Social Protection	2484743
Ms. N.P Darmarathna Asst. Director	Governance, Operations and Monitoring	2484744
Mrs. M.A.B.L Manohari Asst. Director	Human Resources Development, Art Culture and Science, Technology Research and Development	2484740
Ms.K.S Dayaratna Asst. Director	Production, Services and Environment	2484742


Dayananda Widanagamachchi
Director General
For Deputy Secretary to the Treasury

Copy to : Auditor General