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MINISTRY OF FINANCE, PLANNING AND ECONOMIC DEVELOPMENT

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திகதி } 04.12.2024
Date }

Budget Circular No.: 03/2024 – (i)

All Secretaries to Ministries
Chief Secretaries of Provincial Councils
Heads of Departments
Chairpersons of State Corporations/University Grant Commission/Statutory Boards

The Manner in which the Provisions Approved for the Year 2024 by the Appropriation Act No. 34 of 2023 to be utilized to continue the Future Activities of Ministries Assigned with Subjects in terms of the Gazette Extraordinary No. 2412/08 Dated 25.11.2024 and Preparation of Financial Statements for the year 2024

This refers to the Budget Circular No. 03/2024.

02. The subjects and functions of the Government have been assigned under 24 new ministries by the Extraordinary Gazette No. 2412/08 dated 25.11.2024. In concurrence with that, schedules 01 and 02 of the Budget Circular No. 03/2024 should be amended. Accordingly, schedules 01 and 02 of the Circular No. 03/2024 have been removed and the amended schedules 01 and 02 annexed hereto have been issued.

03. In addition, the paragraphs 01.1, 01.2 and 03.4 of the Budget Circular No. 03/2024 should be amended as follows and applied for the remaining period of the year 2024.

01.1 Expenditure on Supply and Services

The new ministries are required to manage their expenditure during the forthcoming period of the year 2024, by utilizing the provisions remaining under the vote particulars in the amended schedule 01 annexed hereto, subject to the limits of the Appropriation Act No. 34 of 2023, by virtue of which the budgetary provisions for the year 2024 have been allocated. In this context, other provisions of paragraph 01 of the Budget Circular No. 03/2024 should be adhered to accordingly.

01.2. Advance Accounts Activities

The amended Schedule 02 containing details of the assignment of Advance Accounts approved by the Appropriation Act No. 34 of 2023 to the new ministries is annexed hereto. Other instructions of Paragraph 01.2 of the Budget Circular No. 03/2024 on granting loans during the forthcoming period of the year 2024, shall remain unchanged.

03.4. Responsibility of Preparation and Submission of Annual Financial Statements

Ministries

The General Treasury, having studied the manner in which the subjects and functions covered under objects in the Appropriation Act No. 34 of 2023 have been distributed among the ministries, have determined the ministry that is to be assigned with the responsibility of preparation and submission of annual financial statements for the year 2024. Relevant information on the same has been included in Schedule 02. Accordingly, the Secretaries to the new Ministries listed under Column (1) of Schedule 02 are assigned with the responsibility of submitting the annual financial statements for the year 2024 to the Auditor General, in relation to the Expenditure Heads allocated to the former ministries listed in Column (2) thereof.

In order to enable the meeting of above task, it is a key responsibility of the Chief Financial Officer/Chief Accountant of the relevant former ministry to prepare the Annual Financial Statements for the respective Expenditure Heads and submit the same to the Chief Accounting Officer while adhering to the instructions issued by the Department of State Accounts with regard to the preparation of financial statements of the year 2024 in the future.

Departments

The accounting of the departments should be carried out according to the previous Expenditure Heads since the Expenditure Head numbers and subjects of the departments remain unchanged though the Ministry under that department is changed. However, the Secretary to the ministry to which the department is currently assigned will be the Chief Accounting Officer of the relevant Department.

Annual Reconciliation Statements for Advance Accounts

The manner in which the Advance Accounts referred to in the Appropriation Act No. 34 of 2023 are transferred to new ministries is set out in column (3) of Schedule 02. Accordingly, the responsibility of submitting the Annual Reconciliation Statements of 2024 pertaining to the relevant Advance Accounts of the abolished ministries, to the Auditor General is further assigned to the Secretaries and Chief Financial Officers of new ministries. The responsibility of preparing the Annual Reconciliation Statements 2024 is assigned to the Chief Financial Officers/Chief Accountants of the former ministries.

04. Closing of Cash Books and Settlement of Imprest Accounts

As the release of imprest for the year 2024 is carried out under the National Budget Circular 03/2024 in accordance with the Appropriation Act No. 34 of 2023, steps should be taken to settle the cash books and imprest accounts at the end of the Fiscal year of 2024, in terms of Treasury Operations Guidelines No. 06/2020 dated 04.11.2024.

05. Paragraphs 02, 03.1, 03.2, 03.3 and 04 of the Budget Circular 03/2024 shall continue to be applicable as they are.

Further clarifications regarding this circular could be obtained from Ms. M. Anoma Nandani, Additional Director General of the Department of National Budget (Tel. No. 0112-484681).

Sgd./K.M. Mahinda Siriwardana

Secretary to the Treasury

Copies to : (i) Secretary to the President
(ii) Secretary to the Prime Minister
(iii) Secretary to the Cabinet of Ministers
(iv) Auditor General