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அரசு கணக்குகள் திணைக்களம்
Department of State Accounts

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எனது இல. }
My No. }

SAD/S&T/GPS/12

ඔබේ අංකය }
உமது இல. }
Your No. }

දිනය }
திகதி } 31 .05.2012
Date }

State Account Circular No 223/2012

All Secretaries of the Ministries
Chief Secretaries of the Provincial Councils
Head of the Departments and
District Secretaries.

Dear Sir/Madam

**Collecting information of the Officers who had been included to the
Computer Program of the Government – Payroll System (GPS)**

Measures have been taken by the Department of State Accounts to formulate a Database in order to include the number of officers/employees who serve in the Central Government and Provincial Councils according to each service and post held by them. It is expected to use these data to current financial management information system in order to facilitate various decision making process.

02. Preparation of salaries of the officers/employees serving in the above offices is done by using the Government Payroll System (GPS) which had been introduced by this Ministry since 1996. It has been planned to obtain the employees information via electronic file and it will be amalgamated with the master database created by the Department of State Accounts.

03. Accordingly, prior to the preparation of salary for your office and sub offices coming under you, for the month of June every year, you are kindly requested to update the Designation Code of the Employee Master File (Pyrempma.dbf) of GPS, in accordance with the Designation Codes sorted in alphabetical order published on the website. The downloading procedure is described in the paragraph 04. Further, other information such as service, post, National Identity Card No, Date of Birth of the respective employees also should be updated. If there are any Departmental posts, you may free to create a new Designation Code. Please copy each Employee Master File in to a separate folder and rename with the office name. Then burn those folders in to CD or a DVD and send us.

04. The Designation file (**pyrservc.dbf and service.xls**) will be published in our web site enabling you to download the files. The **pyrservc.dbf** file can be copied in to your GPS folder and you could get the printout from **service.xls** file for your reference. This service file is created in accordance with P.A. Circular No. 06/2006. Please go to the www.treasury.gov.lk and click the Department of State Accounts and click CIGAS/GPS sub menu then you could find the file to download.

05. In concern with Sri Lanka Air Force, Sri Lanka Army and Sri Lanka Navy, please forward only the information with regard to civil officers as per the instructions given in No. 03 above.

06. It is kindly requested to forward above information accurately on prescribed date in order to contribute the effective function of the GPS computer system which is being used.

07. If you require further information in this regard, please do not hesitate to contact. 011 – 2484730 or 011 – 2484826 Mr. W.A.K.S. De Alwis, Assistant Director or Mr. S. Tharsan, Assistant Director respectively.

Yours faithfully,



N.G. Dayarathna
Director General of State Account