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அரசு கணக்குகள் திணைக்களம்
Department of State Accounts

මගේ අංකය
எனது இல.
My No.

SA/IC/1/3

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date

9 /12/2011

State Accounts Circular No. 221 / 2011

All Secretaries to Ministries,
Heads of Departments and
District Secretaries

Transmission of Accounting Data through Monthly Summaries of Accounts to the Department of State Accounts during the year 2012

The dates stipulated for submission of Monthly Summaries of Accounts to the Department of State Accounts during the year 2012, by all Ministries, Departments and District Secretariats as classified and stated in the annexed Schedules are given overleaf.

2. The Department of State Accounts is required to compile the Monthly Consolidated Accounting statements for a particular month before the 15th of the following month. Therefore, you are kindly requested to make arrangements to forward the Monthly summary of Accounts to this Department only through e-mail before the prescribed dates. Action should be taken to forward the said summary of Accounts through e-mail **only after examining** by the chief Accountant / Accountant.

3. With regard to a rejection of data, if any will be informed you through e-mail and necessary corrections made are also expected to be received by this Department on or before the prescribed dates.

4. Your kind attention is also invited to FR 426 where actions to be taken in respect of the delayed Summaries of Accounts are stated.

N.G. Dayarathna
Director General of State Accounts
For Deputy Secretary to the Treasury

Copy:- Auditor General

Accounting Month	Last dates on which Data to be e-mailed to the Treasury			
	Schedule I		Schedule II	
January	February	06	February	10
February	March	06	March	09
March	April	05	April	10
April	May	07	May	10
May	June	07	June	11
June	July	06	July	11
July	August	07	August	10
August	September	06	September	11
September	October	04	October	09
October	November	06	November	09
November	December	06	December	11
December	As per instruction given in the circular to be issued by this Department on closing of accounts of the financial year 2012.			