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அரசு கணக்குகள் திணைக்களம்

Department of State Accounts

මගේ අංකය
எனது இல.
My No.

SA/IC/1/3-I

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date

31.12.2018

State Accounts Circular No: 268/2018

All Secretaries to the Ministries,
Heads of the Departments and
District Secretaries,


Transmission of Accounting Data through Monthly Summaries of Accounts to the Department of State Accounts during the year 2019

It is emphasized that all the Ministries, Departments and District Secretariats should forward the respective Monthly Accounts Summaries for the year 2019 to the Department of State Accounts as per the Schedule herewith.

2. The Department of State Accounts prepares the consolidated Monthly Accounting Statements of each month before the 10th day of the following month. To that effect, the Monthly Accounts Summary should be forwarded via email address of cigassummary@sad.treasury.gov.lk to be reached to this department on or before the date stated in the schedule. To avoid the inclusion of erroneous data into the Treasury Accounts, it is the responsibility of the respective officials that only the accurate information are sent after daily scrutinizing the day to day data entered in to CIGAS programme. Therefore actions should be taken to forward these account summaries only through the official e-mail of the Chief Financial Officer/ Chief Accountant/ Accountant after examining by the respective officer.

3. In the event any rejection of data by the Department of State Accounts, it will be informed immediately to the same e-mail address (2) above and the required rectifications should be forwarded before the scheduled date.

4. It is emphasized that actions will be taken as per FR 426 with regard to delayed monthly account summaries.


K.D.R. Olga
Director General, Department of State Accounts
for Deputy Secretary to the Treasury

Copy: Auditor General

Time Schedule for forwarding the monthly Accounts Summary of 2019

Accounting Month	Closing date for emailing the Accounts Summary to the Treasury			
	Schedule I		Schedule II	
January	February	06	February	07
February	March	06	March	07
March	April	04	April	05
April	May	06	May	07
May	June	06	June	07
June	July	04	July	05
July	August	06	August	07
August	September	05	September	06
September	October	04	October	07
October	November	06	November	07
November	December	05	December	06
December	As per the instructions in the Circular issued by this Department related to Closing of Accounts for the year 2019.			