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கொம்பரோலர் ஜெனரல் அலுவலகம்  
**Comptroller General's Office**

මුදල් අමාත්‍යාංශය  
நிதி அமைச்சு

**Ministry of Finance**

මහලේකම්කාර්යාලය, කොළඹ 01  
செயலகம், கொழும்பு 01  
The Secretariat, Colombo 01

කොමිෂ්නර් ජනරාල්  
கொம்பரோலர் ஜெனரல்  
Comptroller General

පොදු  
பொது  
General

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මගේ අංකය  
எனது இல  
My No

CGO/ASM/REV/02

ඔබේ අංකය  
உமது இல.  
Your No

දිනය  
திகதி  
Date

03.06.2021

**Assets Management Circular No: 04/2021**

To All : Secretaries to Ministries  
Head of Departments  
District Secretaries

**Statement of Arrears of Revenue as at 30<sup>th</sup> June 2021**

Your attention is drawn to the Fiscal Policy Circular No: 01/2015 dated 20<sup>th</sup> July 2015 as amended by Circular No: 01/2015(v) dated 30<sup>th</sup> December 2016, which provides guidelines for estimating, collecting, supervision and reporting of government revenue.

02. As per the Fiscal Policy Circular No: 01/2015(xii) dated 22<sup>nd</sup> March 2018, the Comptroller General has been assigned as the Revenue Accounting Officer for Sale of Capital Assets, with effect from 01<sup>st</sup> January 2018, under following revenue codes:

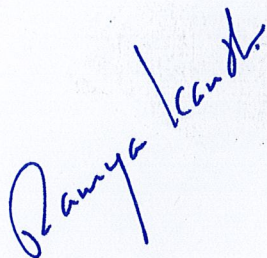
<u>Revenue Code</u>	<u>Description</u>
20.06.02.01	Vehicles
20.06.02.02	Other

In line with F.R. 128 (2) (C), Comptroller General should submit reports on arrears of revenue half yearly to the Auditor General, as per the information submitted by Chief Accounting Officers/ Accounting Officers, under above revenue codes.

03. Accordingly, following reports prepared as per attached forms in accordance with the Fiscal Policy Circular No: 01/2015, after reconciling the books and records maintained on revenue and arrears of revenue in terms of respective rules and regulations for each revenue code mentioned above, should be submitted by Chief Accounting Officers/ Accounting Officers to the Comptroller General on or before 14<sup>th</sup> July 2021.

- I. Report on previous years' arrears of revenue prepared as at 30<sup>th</sup> June 2021, as per attached Form No: CGO/REV/ARE/01 (A Nil Report should be submitted if there is no arrears of revenue for the relevant period).
- II. Report on previous years' arrears of revenue collected within the first six months period in the year 2021 and report on arrears of revenue waived off as per approval obtained under F.R. 113 from the General Treasury, as per attached Form No: CGO/REV/ARE/02.

04. Also, Chief Accounting Officers/ Accounting Officers are required to maintain proper detailed records related to revenue and arrears of revenue, as per the Fiscal Policy Circular No 01/2015(v).



K.A. RamyaKanthi  
Comptroller General

Copies:

1. Auditor General
2. Director General, Department of Fiscal Policy

**Statement of Arrears of Revenue – 30.06.2021**

(i) Statutory /Authority : (Respective Government Ministry/ Department or District Secretariat).....  
(ii) Revenue Item : .....  
(iii) Revenue Code : .....

Description (01)	Arrears of Revenue					Reasons for the arrears * (07)	Measures taken to recover the arrears * (08)	Assessment regarding the recoverability of arrears * (09)
	Cumulative arrears up to 31.12.2018 Rs (02)	Arrears in respect of 2019 Rs (03)	Arrears in respect of 2020 Rs (04)	Arrears in respect up to 30.06.2021 Rs (05)	Total arrears at 30.06.2021 (2+3+4+5) Rs (06)			

Each total of the columns No 2-4 of the above table should be tallied with the subsequent arrears reported under the Annual Revenue Report as at 31.12.2020 after subtracting the total recovery for the first six months in 2021 if any. If not, reasons for each difference should be reported separately as attachments to this report.

\* Completion of columns 07, 08 and 09 with valid reasons are compulsory.

Prepared by : .....

Checked by : .....

**C.F.O/Director(Finance)/Chief Accountant/Accountant**

Above information are Certified as Correct.

.....  
**Secretary/Head of Department/District Secretary**  
(Official Seal)

Date : .....

**Statement of the Collection of Arrears of Revenue and the approved Revenue Waivers as at 30.06.2021**

Respective Government Ministry/ Department or District Secretariat:

Revenue Code:

Description  (01)	Collection of Arrears of Revenue in 2021				Waivers Arrears of Revenue up to first six months in 2020						
	Collection of arrears for the period up to 31.12.2018  Rs. (02)	Collection in respect for the arrears of Year 2019  Rs. (03)	Collection in respect for the arrears of Year 2020  Rs. (04)	Total collection (2+3+4)  Rs. (05)	Up to 2018.12.31		2019		2020		Total Waiver (06+08+10)  Rs. (12)
					Waivers for the period  Rs. (06)	Reference No & date of the General Treasury approval for the waivers of F.R. 113  (07)	Waivers in respect of the year  Rs. (08)	Reference No & date of the General Treasury approval for the waivers of F.R. 113  (09)	Waivers in respect of the year  Rs. (10)	Reference No & date of the General Treasury approval for the waivers of F.R. 113  (11)	

\* Any waivers of revenue under each revenue code should be done only on the prior approval of the General Treasury as per F.R. 113. Therefore such revenue waivers approved by the General Treasury (Department of Public Finance) should only be indicated here and each copy of such authorized letters has to attach.

Prepared by : .....

Checked by : .....

**C.F.O/Director(Finance)/Chief Accountant/Accountant**

Above information are Certified as Correct.

.....  
**Secretary/Head of Department/District Secretary**  
 (Official Seal)

Date : .....