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MINISTRY OF FINANCE PLANNING AND ECONOMIC DEVELOPMENT

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 எனது இல }
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 உமது இல. }
 Your No. }

දිනය } 14 .07.2026
 திகதி }
 Date }

Public Finance Circular No.: 04/2026

Secretaries to Ministries
 Chief Secretaries of Provincial Councils
 Heads of Departments and District Secretaries
 Heads of Local Government Authorities
 Chairmen of Government Corporations, Statutory Bodies and Government Owned Companies

Disclosure and Reporting of Disaster-Related Procurement Expenditure and Beneficial Ownership Information

This Circular is issued with the concurrence of the National Procurement Commission (NPC) and specifically aimed at enhancing the transparency of the process being followed in relation to Ditwah related procurements.

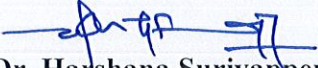
2. In order to strengthen transparency in post-cyclone rehabilitation works in particular, it has been decided to establish a mechanism to disclose the beneficial ownership details of bidders in Ditwah related procurements, wherever value of such contracts / Total Cost Estimates is more than Rs.20 Mn. As per the Companies Act No 07 of 2007 and amendment thereafter, Beneficial Ownership is defined as “a natural person who ultimately owns or controls 10% or more of a company, in whole or in part, through direct or indirect ownership or control of shares, voting rights, or other ownership interests in that company, and also includes a natural person who exercises effective control through other means and beneficial ownership is to be construed accordingly”.

3. Accordingly, Government entities which engage in Ditwah related rehabilitation activities are required to strictly adhere to the following requirements:

i. All future bidding documents to be issued by all Procuring Entities (PEs) from the date of issuance of this Circular shall include appropriate clauses requiring bidders to disclose their ultimate beneficial ownership information as part of their bid submissions, in the following manner:

- a. Companies already registered for the Beneficial Ownership disclosure in Registrar of Companies platform (eROC), to furnish a certified copy of the Beneficial Ownership registration form with the ROC.

- b. Companies which are yet to register for Beneficial Ownership disclosure in ROC are required to furnish a copy of the application submitted to the ROC for Beneficial Ownership Information (BO) registration, together with the completed Beneficial Ownership Declaration Form prescribed for procurement purposes.
- ii. Publish a Semi-Annual Report on Ditwah-related procurements with effect from 1st January 2026, including details of the source of funding, allocations by programme and spending category, and the ultimate beneficial owners of contracts awards. Necessary assistance to update such information under the **promise.lk** will be provided to the line agencies by the Department of Public Finance in this regard.
- iii. Disclose, within the same Semi-Annual Report with effect from 1st January 2026, consolidated information on Ditwah-related expenditure categorized by programme and spending category.
4. To facilitate compliance with the requirements specified in paragraphs (ii) and (iii) above, Chief Accounting Officers and Accounting Officers shall ensure adherence to the following requirements:
- a. The Department of Public Finance has already modified the existing procurement awards page on the **promise.lk** website to facilitate the publication of Ditwah-related procurements, including Beneficial Ownership information. Accordingly, it is requested to update the Ditwah-related procurements including Beneficial Ownership information over Rs.20 Mn on the **promise.lk** website under the procurement award section and ensure that all Procuring Entities (PEs) update the relevant procurement information in a timely manner.
- b. Ensure that all Procuring Entities (PEs) collect the Beneficial Ownership information of the awarded contractors in the event that the Beneficial Ownership information pertaining to those awards have not been collected at the time of bid submission and take action to update the **promise.lk** web site accordingly.
- c. Submit the required information in summary form, in the prescribed format, to enable the Department of Public Finance to publish the **First Semi-Annual Report for 2026**, covering the period from **01.01.2026 to 30.06.2026**, on or before **15.08.2026**, and the **Second Semi-Annual Report for 2026**, covering the period from **01.07.2026 to 31.12.2026**, on or before **15.02.2027**.
5. For further clarification, you may contact the Procurement Division of the Public Finance Department on 011 2484614, 011 2484991 or 011 2484987.


Dr. Harshana Suriyapperuma
Secretary to the Treasury

Copies:

1. Chairman, National Procurement Commission
2. Chairman, Finance Commission
3. Secretary to the President
4. Secretary to the Prime Minister
5. Secretary to the Cabinet of Ministers
6. Auditor General, National Audit Office

Beneficial Ownership Declaration Form

1. CONTRACT INFORMATION

Title of the Procurement: _____

Contract / Bid No.: _____

Procuring Entity: _____

2. COMPANY DETAILS

Name of Company: _____

Registration Number: _____

Registered Address: _____

Contact Number: _____

Email Address: _____

3. BENEFICIAL OWNERSHIP DETAILS (Natural Persons Only)

Provide the following particulars natural persons who are ultimate beneficial owners of the company, including any individuals who directly or indirectly own or control 10% or more of the company, or otherwise exercises effective control as contemplated by Section 130J of the Companies Act No 7 of 2007, as amended.

Beneficial Owner 1:

Full Name: _____

Nationality: _____

Date of Birth: _____

National ID / Passport No.: _____

Residential Address: _____

Ownership / Control %: _____

Basis of Beneficial Ownership / Control (tick all applicable):

- ☐ Direct ownership of shares
- ☐ Indirect ownership of shares
- ☐ Direct control of voting rights
- ☐ Indirect control of voting rights
- ☐ Other ownership interest
- ☐ Effective control through other means

Details of Ownership / Control Arrangement:

Beneficial Owner 2:

Full Name: _____

Nationality: _____

Date of Birth: _____

National ID / Passport No.: _____

Residential Address: _____

Ownership / Control %: _____

Basis of Beneficial Ownership / Control (tick all applicable):

☐ Direct ownership of shares

☐ Indirect ownership of shares

☐ Direct control of voting rights

☐ Indirect control of voting rights

☐ Other ownership interest

☐ Effective control through other means

Details of Ownership / Control Arrangement:

(Add additional pages if required)

4. POLITICALLY EXPOSED PERSON (PEP) DECLARATION

Are any beneficial owners Politically Exposed Persons (PEPs)? Yes / No

If Yes, provide details: _____

5. DECLARATION

I/We hereby declare that the information provided in this Beneficial Ownership Declaration Form is true, complete, and accurate to the best of my/our knowledge. I/We understand that providing false or misleading information may result in disqualification or termination of contract.

Authorized Signature: _____

Name: _____

Position: _____

Date: _____

Company Seal (if applicable): _____

Name of the Custodian Ministry:

Name of the Procuring Entity (PE):

[illegible]