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அரசு கணக்குகள் திணைக்களம்
Department of State Accounts

මගේ අංකය
எனது இல.
My No.

SA/APM/02/02/27

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date

16.12.2025

All Secretaries of Ministries
 All Chief Secretaries of Provincial Councils
 All Heads of Departments
 District Secretaries

Request for Suggestions on Functional Requirements for the Proposed New Government Payroll System

The Department of State Accounts is initiating the development of a new, modernized Government Payroll System to replace the existing payroll system currently used across the government organizations. The new system aims to enhance operational efficiency, strengthen internal controls, support policy compliance, and ensure a more streamlined payroll management framework across the public sector.

In this context, the Department seeks the valuable insights of the officers responsible for financial management and payroll management in your organization. Therefore, we kindly request your suggestions, observations, and recommendations on:

- Current operational challenges
- Required functional requirements
- Reporting and analytical needs
- Integration requirements
- Any other improvements necessary for a comprehensive and efficient payroll system

To ensure uniformity in receiving feedback, officers are requested to submit their suggestions in writing to the department using the attached format either via email to **payroll@sad.treasury.gov.lk** or through the following Google Form

(<https://docs.google.com/forms/d/e/1FAIpQLSdAJmXrBMHXXjERomy5VmMsRi5XeIHWQ3nPtLhxvkM3A525g/viewform?usp=header>)

All submissions should be sent to the Department of State Accounts on or before **31 December 2025**.

Your cooperation in facilitating this initiative is greatly appreciated.

For further clarifications, please contact:

B.A.D. Pramodika - Deputy Director (Payroll Implementation)

011-2484735 or 077-5129859



W.A. Samantha Upananda
Director General

Request for Suggestion for the Development of New Payroll System

1. Name of Officer:
2. Designation:
3. Organization / Ministry / Department / Institution:
4. Contact Details
 - a. Phone:
 - b. Email :

Section A – Issues in the Existing Payroll System

(Please list any practical challenges or gaps you have observed.)

- 1.
- 2.

Section B – Suggested Functional Requirements for the New Payroll System

(Please describe required features, modules, automations, or improvements.)

- 1.
- 2.

Section C – Reporting & Analytical Requirements

(Examples: statutory reports, management reports, dashboards, audit trails, reconciliation reports, etc.)

- 1.
- 2.

Section D – Integration & Data Requirements

(Examples: integration with HRIS, Treasury systems, pension databases, leave systems, attendance systems, etc.)

- 1.
- 2.

Section E – Other Recommendations

(Any additional ideas—controls, security, workflows, policy needs.)

- 1.
- 2.