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திறநேரசேரி செயற்பாடுகள் திணைக்களம்  
Department of Treasury Operations

අ.ප. 1559, නො. 1559, பொது திறநேரசேரி, நிதி, நிட்டமிடல் மற்றும் பொருளாதார அமைச்சர், கோழும்பு 01, இலங்கை  
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இனி அங்கை எனது இல My No.	TO/GR /Miscellaneous (iii)	இனி அங்கை எனது இல Your	இதை திகதி Date	11.12.2025
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Secretaries to Ministries, Chief Secretaries of Provincial Councils,  
Heads of Departments and District Secretaries.

**Imprest Requests for Domestic and Foreign Grants**

Since the closing of accounts for the year 2025 ends on 31.12.2025, you are kindly informed to forward all imprest requests for the allocations provided under the financing code (13) (foreign grants) and financing code (11) (domestic grants) to this Department on or before 24.12.2025.

Having complied with the Circular No.30/94 dated 20.04.1994 on Accounting of Foreign Grants and Department of State Accounts Guidelines No. 02/2022 dated 08.07.2022 regarding the utilization and accounting of domestic prizes/grants, it is further kindly informed to forward all actual expenditure reports of grants as per the formats of the Circular / Guidelines to reach this Department on or before 09.01.2026.

Further, in accordance with the Guidelines of this Department No.06/2020 dated 19.11.2025 on Closing of Accounts for 2025, it is kindly requested to forward a copy of imprest balance to the Domestic and Foreign Grants division of this Department, too in remitting the imprest balance of 2025.

Jude Nilukshan  
Director General (Actg.)