



**இதர்ப் அமைச்சு**  
**நிதி அமைச்சு**  
**MINISTRY OF FINANCE**

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திகதி } 25.01.2022  
Date }

**Assets Management Circular No. 04/2022**

To All: Secretaries of Ministries  
Secretaries of State Ministries  
Chief Secretaries of Provincial Councils  
Heads of Departments  
Heads of Public Corporations and Statutory Boards  
Chairmen of State Banks and Government owned Companies

**Non-Financial Assets Management of the Government**

**Proper Utilization and Timely Disposal of Government owned vehicles**

**to Prevent Ruination of Public Properties and Loss of Revenue to the Government**

The Cabinet of Ministers has emphasized, at its meeting held on 10<sup>th</sup> January 2022, the need of taking appropriate measures to ensure the proper utilization and the timely repair and use or the disposal of vehicles as required, to prevent ruination of these assets and loss of revenue to the Government, having considered that the progress of the repair and use or the disposal of vehicles which were not in running condition is not satisfactory despite the instructions given by the Assets Management Circular No. 05/2020 issued on 02<sup>nd</sup> October 2020 following the direction given by the Cabinet of Ministers.

02. Accordingly, all the Heads of the Government Agencies including Ministries, Departments, Special Spending Agencies, Public Enterprises and, Provincial Councils & Local Authorities should take necessary actions to fulfil the following requirements:

**A. Disposal of vehicles not in running condition and repairs being uneconomical**

The relevant Heads of the Government Agencies, who have not yet disposed the vehicles not in running condition and repairs being uneconomical, which were reported as at 31<sup>st</sup> August 2020 to the Comptroller General's Office, should take immediate actions to complete the process of disposal of such vehicles, as per the instructions specified in sections 02(A) of the Assets Management Circular No. 05/2020.

**B. Repair and use of vehicles not in running condition and repairs being economical**

The relevant Heads of the Government Agencies, who have not yet repaired the vehicles not in running condition and repairs being economical, which were reported as at 31<sup>st</sup> August 2020 to the Comptroller General's Office, should expedite the completion of the process of the repair of such vehicles, as per the instructions specified in sections 02(B) of the Assets Management Circular No. 05/2020.

**C. Proper utilization and the timely disposal of vehicles as required, to prevent ruination of public properties and loss of revenue to the Government**

It is reported that, the Government Agencies still own large number of vehicles to be repaired or disposed, since the respective Government Agencies have delayed to take appropriate measures to repair and use or dispose of such vehicles, despite the required instructions given by the circulars. Accordingly, as the Cabinet of Ministers has decided, it is hereby emphasized that, taking necessary actions for the proper utilization of vehicles with due maintenance and avoiding careless usage as well as the timely disposal of vehicles as required following the respective circular instructions, is an obligatory function of all the Heads of the Government Agencies, to prevent ruination of public properties and loss of revenue to the Government.

03. In order to submit to the Cabinet of Ministers, relevant information of the vehicles disposed or repaired as per the instruction specified in (02) (A) and (B) above should be submitted to the Comptroller General's Office as per the Annexure herewith, before 30<sup>th</sup> April 2022.

**Sgd. S R Attygalle**

**Secretary to the Treasury**

Copies:

- 1 Secretary to the President
- 2 Secretary to the Prime Minister
- 3 Secretary to the Cabinet of Ministers
- 4 Director General, Department of National Budget
- 5 Commissioner General, Department of Motor Traffic
- 6 Auditor General