



பிரதி பிரதம செயலாளர் செயலகம் - நிதி, கிழக்குமாகாணம்
 නියෝජ්‍ය ප්‍රධාන ලේකම් කාර්යාලය - මුදල්, නැගෙනහිර පළාත;
 Deputy Chief Secretary's Secretariat - Finance, Eastern Province



கன்னியாவீதிவரோதயநகர்,
 திருகோணமலை, இலங்கை.

කන්තියාපාර,වරෝදයනගර
 ත්‍රිකුණාමලය, ශ්‍රී ලංකාව.

Kanniya Road, Varothayanagar,
 Trincomalee, Sri Lanka

எனது இல } EP/09/AP/05/2015
 මගේ අංකය }
 My No. }

உமது இல }
 ඔබේ අංකය }
 Your No. }

திகதி } 2016.11.04
 දිනය }
 Date }

Secretaries
Deputy Chief Secretaries
Head of the Departments
Eastern Province

Format for Opening of Official Bank Accounts, Closing of Non Operative Bank Accounts and Making Other Changes on Official Bank Accounts

Your kind attention is drwn to the provisions made under Provincial Financial Regulation 223 & 224 regarding the above,

In view of strengthening of overall Treasury control on official bank accounts maintained by Ministries, Secretariats, Departments/Offices comes under the purview of Eastern Provincial Council, the formats presently used to seek approval for the above mentioned purposes have been modified based on the Treasury Operation Circular No. 03/2015 dated 23.10.2015 and the under mentioned formats are uploaded in the Eastern Provincial Council Website (www.ep.gov.lk)

1. Opening of new official Bank Account
2. Closing of non-operative Bank Accounts and
3. Changing of name of the official Bank Account
4. Changing of the Secretary to the Ministry/Head of the department operating the official bank account
5. Changing the bank branch of the official Bank Account
6. Changing of Signatory Authority of official Bank Accounts

Hence, you are kindly requested to apply the relevant formats in future and also please be noted that the supporting documents or details as mentioned in the respective format should be attached along with the application forms for the above said activities, please.

N. Meenadchisundaram
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Deputy Chief Secretary – Finance
Eastern Province