

Work steps of the Samurdhi Division

❖ Payment for live child birth insurance

01. Obtaining the duly completed application form
02. Obtaining the recommendation of the Headquarters Manager
03. Obtaining the approval of the Divisional Secretary
04. Obtaining the approval of the Expenditure of the Accountant
05. Payment

❖ Payment of insurance money for marriage

01. Obtaining the duly completed application form
02. Obtaining the recommendation of the Headquarters Manager
03. Obtaining the approval of the Divisional Secretary
04. Obtaining the approval of the Expenditure of the Accountant
05. Payment

❖ Payment of insurance for death

01. Obtaining the duly completed application form
02. Obtaining the recommendation of the Headquarters Manager
03. Obtaining the approval of the Divisional Secretary
04. Obtaining the approval of the Expenditure of the Accountant
05. Payment

❖ Payment of insurance for hospitalization

01. Obtaining the duly completed application form
02. Obtaining the recommendation of the Headquarters Manager
03. Obtaining the approval of the Divisional Secretary
04. Obtaining the approval of the Expenditure of the Accountant
05. Payment

❖ Approving the release of compulsory savings

01. Obtaining the duly completed application form
02. Obtaining the recommendation of the Headquarters Manager
03. Obtaining the approval of the Divisional Secretary
04. Approving the accounting expenses
05. Payment