



GOVERNMENT PAYROLL SYSTEM

REGISTER NOW

This hands-on training programme is designed to enhance the technical and procedural knowledge of payroll preparation and GPS operations. It focuses on real-world applications and equips staff with the skills required to process payroll efficiently, handle system issues, and manage relevant files and data securely.

3 DAY WORKSHOP

18,000 LKR

(*INCLUDE REFRESHMENT AND LUNCH)

**COMMENCING IN
01, 02, 03
September 2025**

PROGRAMME OUTLINE

- INSTALLATION & INITIATION OF GPS
- MAINTENANCE OF FILES
- EMPLOYEE MASTER FILE
- DATA ENTERING
- LOANS FOR PUBLIC OFFICERS
- DEPARTMENT OF SUPPORTED BANK LOANS
- EPF, ETF & PSPF - MISCELLANEOUS OPERATIONAL ACTIVITIES
- GPS SLIP SYSTEM (SRI LANKA INTER BANKING PAYMENT SYSTEM)
- PAYROLL PROCESSING, REPORTING & PRINTING
- ERROR HANDLING ROUTINE



Medium
Sinhala & English



METROPOLITAN CAMPUS KDU
Premises



Physical Sessions



METROPOLITAN CAMPUS
GENERAL SIR JOHN KOTELAWALA DEFENCE UNIVERSITY



PROGRAMME COORDINATOR

MS. DILEKA CHARUNI

PROGRAMME COORDINATOR

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Government Payroll System

Designed For	Middle and junior level staff who engage in payroll preparation attached to accounts and payment divisions.
Duration (Hrs)	18 hours
Course Fee	Rs 18,000/-
Medium	English & Sinhala
Programme Outline	• Installation & initiation of GPS • Maintenance of files • Employee master file • Data entering • Loans for public officers • Department of supported bank loans • EPF, ETF & PSPF • Miscellaneous operational activities • Payroll processing, reporting & printing • GPS SLIP system (Sri Lanka Inter Banking Payment System) • Error handling routine