

**INTERNAL OFFICE MEMORANDUM**

**From: - CEO/ Executive Director**

**To: - Branch Managers & ALL STAFF**

**Subject:- Conversion of Minor Savings Accounts “Podiththa” to Normal Savings Account on Reaching age of 18 Years**

**Date; - 6th February 2024**

**We note that minor savings accounts “Podiththa” continue remain under the said Product name in the savings module after the account holder has reached the age of 18 years.**

**In this connection the attention of the Branch Managers is drawn to Paragraph 20 in the Savings & Term Deposit policy and procedures Mnual Version III sub titled “RE-CLASSIFICATION OF MINOR’S SAVINGS ACCOUNTS”**

**Branch Managers are required to examine their records relating to “Podiththa” Minor savings accounts and arrange to convert accounts of those who have reached the age of 18 years, to Normal savings accounts as stated in the manual referred to above.**

**Signed Signed**

**Deputy General Manager CEO / Executive Director**

**(Business Development & Fund Mobilization)**