



INLAND REVENUE DEPARTMENT

Notice to Employers registered for Advance Personal Income Tax (APIT)

Employees' Taxpayer Identification Numbers (TINs) in the Schedule 01 of APIT Annual Statement

Reference is made to the Notice No. SEC/PN/APIT/2026-01 dated 24.02.2026 issued by the Commissioner General of Inland Revenue.

Effective from the Year of Assessment (Y/A) 2025/2026, it is **mandatory** for all employers registered under the **Advance Personal Income Tax (APIT)** to include each employee's **Taxpayer Identification Number (TIN)** in **Schedule 01** of the APIT Annual Statement.

Employers who wish to obtain TINs for their employees are required to submit a formal request to the **Commissioner, Forced Registration Unit** of the Inland Revenue Department. The request should be sent via email to inf@ird.gov.lk, accompanied by the relevant employee details, as prescribed by the Inland Revenue Department.

Path: www.ird.gov.lk → Downloads → Schedules → Other Schedules → Schedule template to be used by employers to exchange information

Link: https://www.ird.gov.lk/en/Downloads/Schedules_Public/Dynamic_Template_APIT.xlsm

For further assistance regarding the obtaining TINs for employees, please contact the Forced Registration Unit, 11th Floor, Inland Revenue Department Head Office or call **011-213 5171, 011-213 5179, 011-213 5174 and 011-213 5134**.

Commissioner General of Inland Revenue

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