

අධ්‍යයන කාර්ය මණ්ඩල තොරතුරු රැස්කිරීම
දත්ත නිලධාරීන් පුහුණු වැඩමුළුව

සංගණන දිනය - 2026.09.01

සංඛ්‍යාලේඛන ශාඛාව, අධ්‍යාපන අමාත්‍යාංශය

පාසල් සංගණනය 2025 පදනම් කර ගෙන 2026.09.01 දිනට පාසලේ සිටිය හැකි අධ්‍යයන කාර්ය මණ්ඩල තොරතුරු මේ වනවිටත් ඔබට ලබා දී ඇති පරිගණක වැඩසටහනට ඇතුළත් කර ඇත.

(එහිදී 2026 .08. 31 දිනට විශ්‍රාම යාමට නියමිත අධ්‍යයන කාර්ය මණ්ඩලය ඉවත්කර මෙතෙක් කර ඇති නව බදවා ගැනීම් අතුළත්කර ඇත.)

ඔබ පාසලේ අධ්‍යයන කාර්ය මණ්ඩලයට ඇතුළත් කළයුතු සාමාජිකයින් වනුයේ

i. මෙම පාසලේ රජයේ වැටුප් ලේඛනයේ ඇතුළත් අධ්‍යයනකාරී මණ්ඩලයට අයත් සියලුම සාමාජිකයින්

පාසලේ පූර්ණ කාලීනව/අර්ධකාලීනව සේවය කරන

වෙනත් කාර්යාලයකට හෝ ආයතනයකට පූර්ණ කාලීනව අනුයුක්තව සිටින

දැනට වැටුප් සහිත නිවාඩු ගොස් ඇති/(විශ්‍රාමපූර්ව/ප්‍රසූත /අධ්‍යයන/අසනීප නිවාඩු ආදී..)

දැනට වැටුප් රහිත නිවාඩු ගොස් ඇති/(ප්‍රසූත /අසනීප නිවාඩු ආදී..)

ii. මෙම පාසලේ රජයේ වැටුප් ලේඛනයට ඇතුළත් නොවන වෙනත් පාසලකින් පූර්ණ කාලීනව අනුයුක්තව සිටින අධ්‍යයන කාරී මණ්ඩල සාමාජිකයින්

iii. මෙම පාසලේ රජයේ වැටුප් ලේඛනයට ඇතුළත් ඔබ පාසලේ දැනට නිශ්චිත කාලසටහනකට අනුව ඉගැන්වීම් කටයුතුවල නිරත වන සංවර්ධන නිලධාරීන්

iv. වෙනත් රජයේ ආයතනයකින් වැටුප් ලබන මෙම පාසලේ ඉගැන්වීම් කටයුතු වල නිරත සාමාජිකයින් උදා. සිවිල් ආරක්ෂක අංශවලින් පැමිණ ඉගැන්වීම් කටයුතු වල නිරත සාමාජිකයින්

v. පාසලේ සංවර්ධන සමිතිය වැනි රජයේ නොවන වෙනත් මූලාශ්‍රයකින් ගෙවීමෙන් මෙම පාසලේ ඉගැන්වීම් කටයුතු වල නිරත වෙනත් සාමාජිකයින්

අධ්‍යයන කාර්ය මණ්ඩලය ඇතුළත් නොකළයුතු සාමාජිකයින්

1. මෙම පාසලේ රජයේ වැටුප් ලේඛනයට ඇතුළත් නමුත් මේ වනවිට පූර්ණ කාලීනව වෙනත් පාසලකට අනුයුක්තව සිටින අධ්‍යයන කාර්ය මණ්ඩලයේ සාමාජිකයින්
2. සීමාවාසී ගුරු සිසුන්
3. අනාධ්‍යයන කාර්ය මණ්ඩලයේ සාමාජිකයින්
(කාල සටහනකට අනුව ඉගැන්වීම් වල නිරතසංවර්ධන නිලධාරීන් හැර)

උපකාරක ලේඛනයන්

1. ගුරු - විදුහල්පති තොරතුරු ආකෘති පත්‍රය (AS- P1)
2. කේත ලැයිස්තුව (CL1)
3. උපදෙස් සංග්‍රහය (IM AS_P1)

පාසල් දත්ත නිලධාරීන් මාර්ගගත (Online) පරිගණක වැඩසටහනට ඇතුළත් විය යුතු ආකාරය

schoolcensus.nso.gov.lk/login

<https://schoolcensus.nso.gov.lk/>



School Census 2026

The portal for information collection of
Teachers/Principals



Welcome Back

NIC Number



Mobile Number



SUBMIT

Individual Teacher
Login

Sign in as Admin

Data Officer
Login

MOE Contact
Details

Contact Details

Resources

Resources



School Census 2026

The portal for information collection of
Teachers/Principals

Contact Details

Resources

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Welcome Back

Username



Password



SIGN IN

If you are a teacher or a principal,
[Click here](#)

Data Officer
Login

Back to Individual
Teacher Login

Step 1: Login to the Online Web Portal



School Census 2026

The portal for information collection of
Teachers/Principals

 Welcome Back

Username

d06018



Password

.....



SIGN IN

Data Officer
Login

If you are a teacher or a principal,

[Click here](#)

User Name: d5Digit School Census No

User Name: dxxxxx

Password will Provide through ZEO/ DEO

Appearance of Dashboard for School Data Officers in Initial Login

 SC 2026



Teacher – Principal Information Questionnaire

 Welcome,
D06018

Admin Section

 **Dashboard**

 Add Staff

 Manage Staff

 Accepted Staff

Data Section

 Export data

School Census Number and Name : 06018 – SRI WIMALASARA KANISHTA VIDYALAYA, BALAPITIYA

School Address : MAHAKARAWA, BALAPITIYA

Dashboard » overview & stats

Staff Members Summary

 0
Approved

 0
Completion Pending

 0
Completed

[Full School Summary](#)

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Under Manage Staff Tag Included Basic Information of Academic related Staff reported in School Census 2025

**SC 2026**

≡

Admin Section

- Dashboard
- Add Staff
- Manage Staff**
- Accepted Staff

Data Section

- Export data

Teacher – Principal Information Questionnaire |  Welcome, D06018

Name	Position	In Staff	NIC	Mobile No	NIC & Mobile No are correct	Status
Mr. PERERA P.W.H.S	Principal	☒	782160745V	0713629079	☒	-- Select One --
Mr. K A Silva	Teacher	☒	952100087v	0776433372	☒	-- Select One --
Ms LAKMALI K.W.S	Teacher	☒	196975902792	0772191812	☒	-- Select One --
Ms GUNASEKARA M.V.C.S	Teacher	☒	918382224V	0711936705	☒	-- Select One --

EXPORT TO PDF

✓ UPDATE

Step 2: Export of PDF of List of Academic Related Staff Reported in School Census 2025 (Except Retired Persons reached compulsory retirement age of 60 by 31st Aug 2026) under the Manage Staff Tab

School Census - 2026
Teacher - Principal Information Form
Census Date: 2026-Sep-01

List of Staff Members

School : 06018 - SRI WIMALASARA KANISHTA VIDYALAYA, BALAPITIYA

#	Name	Position	NIC No.	Remarks
1	Mr. PERERA P.W.H.S	Principal	782160745V	
2	Mr. K A Silva	Teacher	952100087v	
3	Ms. LAKMALI K.W.S	Teacher	196975902792	
4	Ms. GUNASEKARA M.V.C.S	Teacher	918382224V	

Step 3: Check Downloaded List of Academic Related Staff with available staff list and check NIC Numbers and write Mobile Numbers and Status under Remarks column

In Staff

Step 4: Select the Status of Academic Related Staff already available under your school and check NIC Numbers and Mobile Numbers and Update if required

	Name	Position	In Staff	NIC	Mobile No	NIC & Mobile No are correct	Status
1	Mr. Bro.R J Jeyakanthan	Principal	☒	690180626V	0707590391	☒	-- Select One --
2	Mr. T A N Rodrigo	Deputy Principal	☒	771920128V	0714039108	☒	-- Select One --
3	Mr. R A K Chathuranga	Sectional Head	☒	853163597V	0719200480	☒	-- Select One --
4	Mrs. B K Malalgoda	Sectional Head	☒	786422914V	0713234989	☒	-- Select One --
5	Mrs. S M I T M Samarathunga	Sectional Head	☒	19858080003	0778010976	☒	-- Select One --
6	Mrs. M G N T Edirisinghe	Sectional Head	☒	816841011V	0764390505	☒	-- Select One --

Working in this School Full Time Basis

Part time basis Working in this School

Pre-Retirement Leave

5 Year Leave

Attached from Other School

Released to Other Office

Paid Leave

No Pay Leave

Other

Out Staff

Step 5: Deactivate and Select the Status of Academic Related Staff not currently coming under your school accordingly

	Name	Position	In Staff	NIC	Mobile No	NIC & Mobile No are correct	Status
1	Mr. Bro.R J Jeyakanthan	Principal	☒	690180626V	0707590391	☒	-- Select One --
2	Mr. T A N Rodrigo	Deputy Principal	☒	771920128V	0714039108	☒	-- Select One --
3	Mr. R A K Chathuranga	Sectional Head	☒	853163597V	0719200480	☒	-- Select One --
4	Mrs. B K Malalgoda	Sectional Head	☐	786422914V	0713234989	☒	-- Select One -- -- Select One -- Transfer Retired Attachment Ends Other
5	Mrs. S M I T M Samarathunga	Sectional Head	☒	19858080003	0778010976	☒	
6	Mrs. M G N T Edirisinghe	Sectional Head	☒	816841011V	0764390505	☒	

Edit ID and Phone No

Method of Edit/ Correct NIC No or/and Mobile No if incorrect or not updated

	Name	Position	In Staff	NIC	Mobile No	NIC & Mobile No are correct	Status
1	Mr. Bro.R J Jeyakanthan	Principal	☒	690180626V	0707590391	☒	-- Select One --
2	Mr. T A N Rodrigo	Deputy Principal	☒	771920128V	0714039108	☐	-- Select One --
3	Mr. R A K Chathuranga	Sectional Head	☒	853163597V	0719200480	☒	Select One --

Untick the checkbox to edit the NIC Number and Mobile Number.
After correcting them, tick the checkbox again to confirm NIC & Mobile No are correct to System



SC 2026

Admin Section

 Dashboard

 Add Staff

 **Manage Staff**

 Accepted Staff

Data Section

 Export data

Teacher – Principal Information Questionnaire

Welcome,
DO6018

Name	Position	In Staff	NIC	Mobile No	NIC & Mobile No are correct	Status
Mr. PERERA P.W.H.S	Principal	☒	782160745V	0713629079	☒	-- Select One --
Mr. K A Silva	Teacher	☒	952100087v	0776433372	☒	-- Select One --
Ms LAKMALI K.W.S	Teacher	☒	196975902792	0772191812	☒	-- Select One --
Ms GUNASEKARA M.V.C.S	Teacher	☒	918382224V	0711936705	☒	-- Select One --

EXPORT TO PDF

UPDATE

Step 6: Page by Page Click on Update button after select Status of All in the same page which provide permission to Individual staff members to update their information by Logging to the Online data portal

Appearance of Manage Staff Tab for School Data Officers after Update Listed Academic related staff According to School Census 2025

 SC 2026



Admin Section

 Dashboard

 Add Staff

 **Manage Staff**

 Accepted Staff

Data Section

 Export data

Teacher – Principal Information Questionnaire

 Welcome,
DO6018



 **MANAGE STAFF**

Successfully activated.

No records are found.

 SC 2026



Appearance of Dashboard for School Data Officers after Update Listed Academic related staff According to School Census 2025

Admin Section

- Dashboard**
- Add Staff
- Manage Staff
- Accepted Staff

Data Section

- Export data

School Census Number and Name : 06018 - SRI WIMALASARA KANISHTA VIDYALAYA, BALAPITIYA

School Address : MAHAKARAWA, BALAPITIYA

Dashboard » overview & stats

Staff Members Summary



4
Approved



4
Completion Pending



0
Completed

[Full School Summary](#)

Step 7: Use Add Staff Tab to Add any missing Academic related Staff to be counted under your school

 SC 2026



Teacher – Principal Information Questionnaire

 Welcom
DO6018

Admin Section

 Dashboard

 Add Staff

 Manage Staff

 Accepted Staff

Data Section

 Export data

National Identity Card No* :

752100087v

Title* :

☐ Rev. ☐ Rev. Fr/Sr ☐ Mr. ☐ Mrs. ☐ Ms.

Name as the Paysheet (In English)* :

S L Perera

Position held in this school* :

Principal

Mobile Phone No* :

076433372





Admin Section

Dashboard

Add Staff

Manage Staff

Accepted Staff

Data Section

Export data

ADD STAFF

Successfully saved.

National Identity Card No* :

Title* :

☐ Rev.☐ Rev. Fr/Sr☐ Mr.☐ Mrs.☐ Ms.

Name as the Paysheet (In English)* :

Position held in this school* :

Mobile Phone No* :

Step 8: Select the Status Column of Newly Added Academic Related Staff member/s

 SC 2026



Admin Section

 Dashboard

 Add Staff

 **Manage Staff**

 Accepted Staff

Data Section

 Export data

Teacher – Principal Information Questionnaire

 Welcome,
D06018



 **MANAGE STAFF**

1

Name	Position	In Staff	NIC	Mobile No	NIC & Mobile No are correct	Status
Mrs. S L Perera	Principal	☒	752100087v	076433372	☒	-- Select One --

EXPORT TO PDF

UPDATE

Step 9: Click on Update button after select Status of Newly Added Academic related staff/s
Then Newly Added Individual staff member/s can update their information by Logging to the Online data portal

 SC 2026



Teacher – Principal Information Questionnaire |  Welcome, DO6018 

Admin Section

 Dashboard

 Add Staff

 Manage Staff

 Accepted Staff

Data Section

 Export data

MANAGE STAFF

1

Name	Position	In Staff	NIC	Mobile No	NIC & Mobile No are correct	Status
Mrs. S L Perera	Principal	☒	752100087v	076433372	☒	Working in this School Full Time Basis 

 EXPORT TO PDF

 UPDATE

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Admin Section

 Dashboard

 Add Staff

 **Manage Staff**

 Accepted Staff

Data Section

 Export data

 MANAGE STAFF

Successfully activated.

No records are found.

Appearance of Dashboard for School Data Officers after Adding new member to your school Academic related staff list and Clicking on Update button

 SC 2026



Admin Section

 Dashboard

 Add Staff

 Manage Staff

 Accepted Staff

Data Section

 Export data

Teacher – Principal Information Questionnaire

 Welcome,
D06018



School Census Number and Name : 06018 – SRI WIMALASARA KANISHTA VIDYALAYA, BALAPITIYA

School Address : MAHAKARAWA, BALAPITIYA

Dashboard

>> overview & stats

Staff Members Summary

 5
Approved

 5
Completion Pending

 0
Completed

Full School Summary

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Appearance of Accepted Staff tab after the School Data Officers after Update Status of Academic related staff list of the School

 SC 2026



Admin Section

 Dashboard

 Add Staff

 Manage Staff

 Accepted Staff

Data Section

 Export data

Teacher – Principal Information Questionnaire

 Welcome,
DO6018



	Name	Position	Paysheet Number	NIC	Mobile No	Staff Status	Completion Status
1	Mrs. S L Perera	Principal	-	752100087v	076433372	Working in this School Full Time Basis	Pending
2	Mr. PERERA P.W.H.S	Principal	000400	782160745V	0713629079	Working in this School Full Time Basis	Pending
3	Mr. K A Silva	Teacher	-	952100087v	0776433372	Attached from Other School	Pending
4	Ms LAKMALI K.W.S	Teacher	000431	196975902792	0772191812	Released to Other Office	Pending
5	Ms GUNASEKARA M.V.C.S	Teacher	000428	918382224V	0711936705	Pre-Retirement Leave	Pending

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අධ්‍යයන කාර්ය මණ්ඩලයට අයත් වන සියලු දෙනාගේ මූලික තොරතුරු යාවත්කාලීන කර අවසන් වූ පසු පහත දක්වා ඇති සබැඳිය එම සියලු දෙනාට ම ලබා දී තමාගේ තොරතුරු මාර්ගගත (Online) පරිගණක වැඩසටහනට (Web Portal) වෙත පිවිස යාවත්කාලීන කරන ලෙස දැනුම් දෙන්න. ඒ සඳහා උපරිම සතියක කාලයක් පමණක් ලබා දෙන්න.

එහිදී කිසිදු සාමාජිකයකු

මග හැරී නොමැති බවත්

ඔබ විසින් තහවුරු කරගත යුතුය.

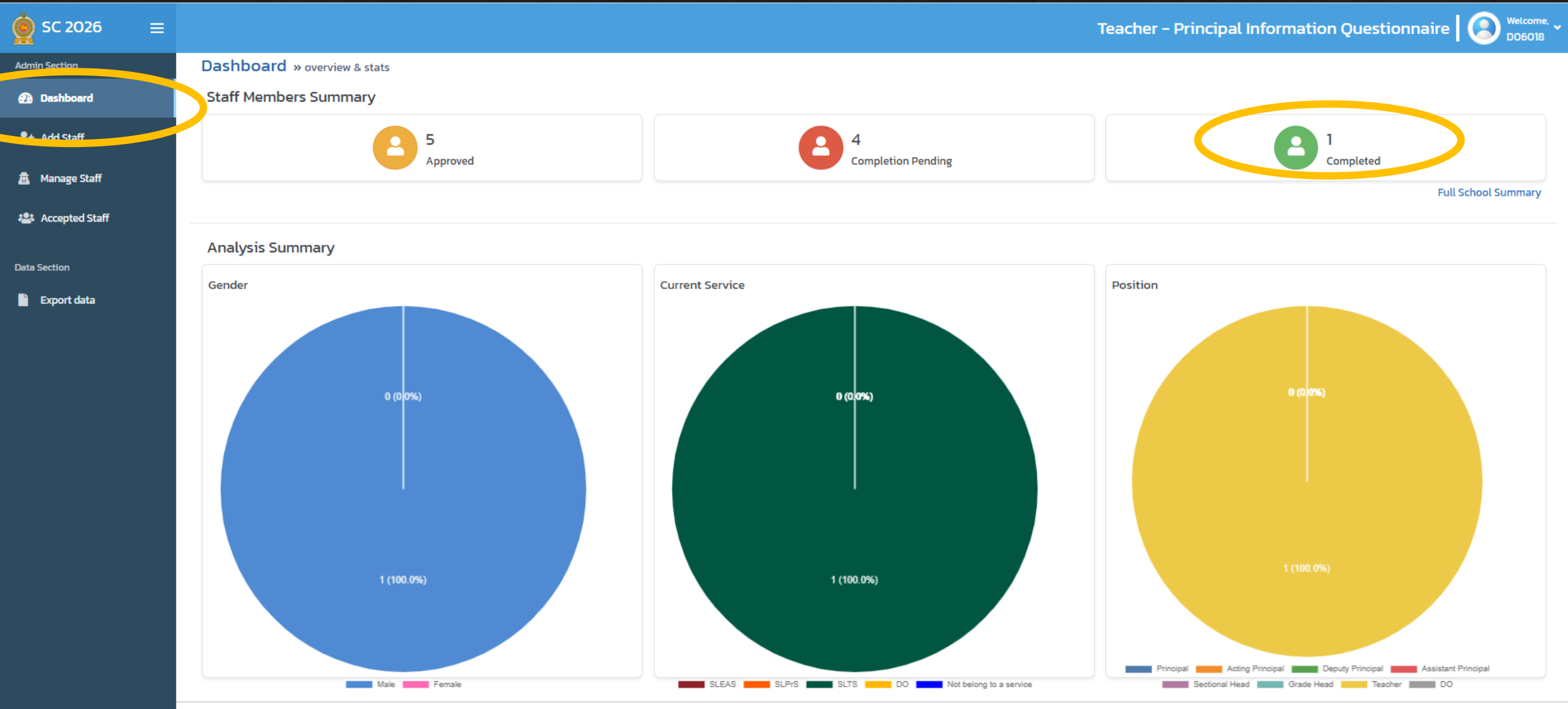
Step 10

<https://schoolcensus.nso.gov.lk/>

User Name: NIC No
Password: Mobile No

Appearance of Dashboard for School Data Officers when Individual members data updated to Online Web Portal

School Data Officer can see the Progress of Data Entry/ Record Updating



Appearance of Accepted Staff Tab Section for School Data Officers when Individual members data updated to Online Web Portal
School Data Officer can see the Individual Level Progress of Data Entry/ Record Updating

 SC 2026



Admin Section

 Dashboard

 Add Staff

 Manage Staff

 Accepted Staff

Data Section

 Export data

Teacher – Principal Information Questionnaire

 Welcome,
D06018

 ACCEPTED STAFF

	Name	Position	Paysheet Number	NIC	Mobile No	Staff Status	Completion Status
1	Mrs. S L Perera	Principal	-	752100087v	076433372	Working in this School Full Time Basis	Pending
2	Mr. PERERA P.W.H.S	Principal	000400	782160745V	0713629079	Working in this School Full Time Basis	Pending
3	Mr. K A Silva	Teacher	-	952100087v	0776433372	Attached from Other School	Completed
4	Ms LAKMALI K.W.S	Teacher	000431	196975902792	0772191812	Released to Other Office	Pending
5	Ms GUNASEKARA M.V.C.S	Teacher	000428	918382224V	0711936705	Pre-Retirement Leave	Pending

Step 11: Download the Entered/ updated individual level data file of the Academic Staff members of the School by Click on EXPORT DATA button after/ during the Process

 SC 2026



Teacher – Principal Information Questionnaire

 Welcome, D06018

Admin Section

 Dashboard

 Add Staff

 Manage Staff

 Accepted Staff

Data Section

 Export data

 EXPORT DATA

Census No	Name	Position	NIC	Mobile No
06018	Mr. K A Silva	Teacher	952100087v	0776433372

 EXPORT DATA

Individual level excel data file of the Academic Staff members of the School

[illegible]

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