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பொது நிர்வாக மற்றும் முகாமைத்துவ அமைச்சு

MINISTRY OF PUBLIC ADMINISTRATION AND MANAGEMENT

ඒකාබද්ධ සේවා අංශය
DIVISION

இணைந்த சேவைகள் பிரிவு

COMBINED SERVICES

නිදහස් වතුරලය, කොළඹ 07, ශ්‍රී ලංකාව. சுதந்திரச் சதுக்கம், கொழும்பு 07, இலங்கை. Independence Square, Colombo 07, Sri Lanka

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எனது இல
My No

PA/CS/POLICY/වා.සේ.මා.2016

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி:
Date

2016.01.29

Secretaries of Ministries,
District Secretaries,
Heads of Departments

Annual Transfers of Combined Services – 2016

The responsibility of implementing the annual transfers of the Combined Service lies on the Director General of Combined Service as the delegated authority of the Public Services Commission. Accordingly, Annual Transfer Scheme for year 2016 has been implemented as per the provisions in Chapter XVIII of the Procedural Rules of the Public Service Commission published in the Gazette extraordinary of Democratic Socialist Republic of Sri Lanka No 1589/30 dated 20.02.2009, where the manner in which the annual transfers should be implemented, is mentioned.

02. However, it has been reported that these annual orders have not been properly implemented and this condition was reported to the Public Service Commission. Considering these circumstances Director General of Combined Service has been informed by the Public Service Commission by the letter of the Secretary of the Public Service Commission No PSC/APL/13/96/2015 dated 2016.01.27 that the decisions have been taken to take disciplinary actions against the Heads of the Institutions and the officers in Combined Service who act in contrary to the provisions in Combined Service Circular No 03/2015 dated 16.06.2015 and to report the Public Service Commission after taking disciplinary actions against the officers who violated the annual transfer orders.

03. It is the responsibility of all Heads of Departments and Institutions to implement annual transfer orders in a proper manner and attention is hereby drawn to the provisions in Sub Section 8.1 to 8.8 under “Responsibility of the Heads of Departments over Annual transfers” in Section 08 of the Combined Service Circular No 03/2015 dated 16.06.2015. Sub section 8.3 and 8.4 is quoted below for your easy reference.

8.3 Officers transferred out of a Ministry / Department by a Transfer Committees should not be retained awaiting replacements and they should be released enabling them to report for duty at their new stations on the date stipulated. Heads of Departments violating these provisions are liable to be reported to the disciplinary authority concerned.

8.4 Instances have been reported where certain Heads of Departments have failed to release officers, even after their successors have reported for duty. It is the responsibility of the Heads of Departments to prevent such instances taking place and the Head of Institutions shall have to bear the responsibility for the payment of salaries if such officers are not released.

05. Therefore, all the Heads of Departments and Institutions are hereby informed to take actions to implement the annual transfer orders in Combined Services made for year 2016 in due manner on or before 05.02.2016. You are further informed that we are compelled to take disciplinary actions in the failure to take actions accordingly, on the order of the Public Service Commission.

Sgd./ J. Dadallage

Secretary

Ministry of Public Administration and Management.

Copy:- Secretary, Public Services Commission – For kind information