

Public Administration Circular:-20/2009

My No.:- EST-4/PEMNT/03/0201  
Ministry of Public Administration and  
Home Affairs,  
Independence Square  
Colombo 07.  
2009.11.25

Secretaries to Ministries,  
Chief Secretaries of Provincial Councils,  
Heads of Departments and  
Heads of Public Corporations and  
Statutory Boards.

**Granting permanent status to employees in Primary Grade appointed in the Public Service and Provincial Public Service on Temporary, Casual, Substitute Contract and Relief Basis.**

Government has decided to grant permanent status with effect from 01.11.2009 to employees who have been appointed to posts treated as primary grades in terms of the Public Administration Circular no. 6/2006 dated 25.04.2006, in Public Sector and Provincial service on temporary , casual, substitute contract and relief basis, who have fulfilled the following requirements.

- i. There should be vacancies in the approved permanent cadre as on 01.11.2009.
  - ii. Should possess a satisfactory and continuous service period of 180 days (working days) as at 31.10.2009.
  - iii. Should possess the requisite qualifications laid down in the approved scheme of recruitment of the relevant post.
  - iv. Should have been below the age of 45 years at the time they were appointed on temporary , casual, substitute, relief or contract basis.
02. Provisions of this circular are not applicable to employees appointed to serve in the projects under the Management service Circular No. 33 dated 05.04.2007.
03. Action should be taken by the relevant Appointing Authority to grant permanent status to all employees in primary grade who fulfill the above requirements.
04. No future recruitments should be made on temporary, casual, substitute, contract and relief basis to permanent posts in Public Sector (Including the Provincial Public Service Corporation and Statutory Boards) without the prior approval of the General Treasury.
05. Granting of permanent status to employees appointed on temporary, casual, substitute, contract and relief basis to primary grades in Public Corporations and Statutory Boards will be decided after a formal study made by the Management Services Department of the Ministry of Finance and Planning.
06. This circular is issued with concurrence of the General Treasury.

Sgd/D.Dissanayaka  
Secretary,  
Ministry of Public Administration and Home Affairs.