

Public Administration Circular No. 114

No.K/A/11/1

Ministry of Public Administration &  
Home Affairs,

Independence Square,

Colombo 7, 2nd November, 1977.

To: All Secretaries, Heads of Departments  
and Statutory Bodies.

Maintenance of Buildings.

The standard of maintenance of government and other buildings occupied by Government and Statutory Bodies has deteriorated a great deal. As these buildings are located centrally in Colombo as well as in the outstations, the condition of neglect of these buildings mars the scenic beauty of the landscape.

2. Government has therefore decided that buildings occupied by Departments and Statutory Bodies should be colour-washed and essential repairs effected and maintained in a good state of repair. All Heads of Departments and Statutory Bodies should if funds are not already available, seek provisions from their respective Ministries for this purpose.

Contd. 4.

3. Even where buildings are satisfactorily maintained it is often found that lawns and gardens are neglected and overgrown with weeds. By contrast, most private firms keep their lawns and gardens in good condition thus making the environment look pleasant and attractive. Since Public Sector Establishments have provision for garden labourers a special effort should be made to ensure that flower-beds and lawns are maintained well and flowering shrubs planted along boundaries and in empty spaces so as to add to the beauty of the environment.

4. Secretaries to Ministries are kindly requested to ensure that these instructions are followed by all Departments and Statutory Bodies under their supervision. Action on this circular should be reviewed from time to time and serious notice taken in cases where buildings continue to show an air of neglect and lawns and gardens continue to remain overgrown with weeds and rank vegetation.

Sd/- V. T. Navaratne  
Director of Establishments

Sgd/ D. B. I. P. S. Siriwardhana  
Secretary,  
Ministry of Public Administration  
and Home Affairs.