

Ministry of Public Administration,
Independence Square,
Colombo 7.

10th December, 1985.

To: Secretaries to Ministries
and Heads of Departments.

Revised Establishments Code Part I-(English)

The revised Establishments Code, Part I in English (with Index) will shortly be made available to Ministries and Departments by the Government Printer. It incorporates all amendments effected by correction slips/circulars up to 31st August, 1985.

2. The Chapters in the revised Code Part I are numbered from I to XXXIII consecutively. Some Chapters of the earlier Code have been amalgamated. The title and number of each Chapter in the revised Code and the corresponding Chapter number in the existing Code are as follows:-

<u>Title</u>	<u>Chapter number</u>	
	<u>Revised Code</u>	<u>Old Code</u>
General	I	I
Recruitment Procedure and Appointment	II	II
Transfers	III	III
Grant of Monthly Pay, Temporary Status, Permanent Status and Pensionability	IV	IV
Release, Reversion and Termination of Employment	V	V

Contd....7/-

Service Records, Reports and Certificates	VI	VI
Salaries	VII	VII
Overtime, Holidays, Holiday Pay and Allowances	VIII	VIII & X
Fees	IX	IX
Payments to Jurors, Witnesses, Unofficial Magistrates, Inquirers and Miscellaneous Services	X	XLVI
Re-imbusement and Compensation	XI	XXIX & XXX
Leave	XII	XII
Railway Warrants	XIII	XIII
Travel on Duty within the Island	XIV	XIV
Travel abroad for Study, Training or on Duty	XV	XV
Holiday Travel	XVI	XVII
Concessionary Season Tickets	XVII	XXVII
Official Residences	XVIII	XVIII
Government Quarters	XIX	XIX
Holiday Bungalows	XX	XX
Protective Clothing and Uniforms	XXI	XXII
Welfare Amenities	XXII	XXIII
Special Concessions and Conditions Regarding Officers Suffering from certain Types of Illnesses	XXIII	XXIV
Salary Loans/Advances	XXIV	XXV
Concession to Members of Trade Unions	XXV	XXI
Medical Attention and Medical Examination of Officers for Physical Fitness	XXVI	XXVIII & XLI
Channel of Communications	XXVII	XXXVIII
Administrative Procedures	XXVIII	XXXIX
Acquisition of Land, Investments and Mortgages	XXIX	XXXIII

Contd....8/-

Right of Government over its
Officers

XXX

XVI

Exercise of the Rights of
Association and Expression of
Opinion

XXXI

XXXV

~~Exercise of Political Rights~~

~~XXXII~~

~~XXXVI~~

Legal Advice and Legal Actions

XXXIII

XLIII & XLIV

3. Chapter I Section 2 deals with amendments to the Establishments Code. Since a printed amendment would reach you much later than the circular effecting the amendment, please ensure that on receipt of a circular, apart from the file with circulars being brought up to date, the number and date of any circular which amends the Code are noted at the appropriate point in the new Code.

Sgd: D.B.I.P.S. Siriwardhana
Secretary,
Ministry of Public Administration.