

Ministry of Public Administration,  
Provincial Councils & Home Affairs  
Independence Square,  
Colombo 7.  
10th March, 1989.

To: All Secretaries to Ministries,  
Heads of Departments and  
Chairmen of Public Corporations.

Salary Advance to Public Officers who  
suffer property damage and/or loss of  
movables as a result of the disturbances  
that occur in the country - Establishments  
Code - Chapter XXIV

Please note that the following details only should  
be sent to the Secretary, Ministry of Defence when asking for a  
decision under section 14:1 of Public Administration Circular No.29/88  
dated 30th August, 1988.

- (i) Name, designation and private address of the officer.
- (ii) Nature of the property reported to be damaged and the exact location of the property.
- (iii) Date and time during which the damage occurred.
- (iv) The extent of the damage and how it was caused.

2. Please note that it is not necessary to send the applications made by the officers, vouchers, agreement forms, declaration of sureties, salary particulars etc. to the Secretary to the Ministry of Defence.

Sgd:M.N.Junaid  
Director of Establishments.