

Public Administration Circular No : 16/2006

My No: 76/1/29/21/MCC/VI
Ministry of Public Administration and
Home Affairs,
Independence Square,
Colombo 07.

17 .08.2006

To Secretaries of all Ministries,
Chief Secretaries of Provincial Councils,
Head of Departments,
District Secretaries,
Divisional Secretaries.

Implementation of Sri Lanka Administrative Service Minute.

The new minute of the Sri Lanka Administrative Service published in the Gazette Extraordinary of the Democratic Socialist Republic of Sri Lanka No 1419/3 dated 14th November 2005 in substitution to the minute of Sri Lanka Administrative Service dated 27th May 1988 published in the Gazette Extraordinary No. 509/7 dated 07th June 1998 shall come in to force with effect from 01.01.2005.

02. Absorption :

In terms of the section 18 of the minute,

(a) I. All officers in class I of Sri Lanka Administrative Service as at 01.01.2005 will be absorbed to grade I created by the new minute irrespective of the number of existing vacancies.
Action will also be taken,

II. to absorb all the officers in Class II grade I of Sri Lanka Administrative Service as at 01.01.2005 to the newly created grade II.

III. to absorb all officers in Class II grade II of Sri Lanka Administrative Service as at 01.01.2005 to the newly created grade III.

(b) The officers who exercise option for retirement in terms of section 20 of the minute will be allowed to retire under sections 07 of the pension minute. However such option should be exercised before 31.12.2010 and it is irrevocable.

03. Post graduate and post graduate Diploma Qualifications :

(a) In order to obtain post graduate and post graduate Diploma Qualifications prescribed in section 19(1),a,13(3)b and 14 of the minute, officers may follow courses conducted by SLIDA or any other University/Post graduate Institute recognized by the University grant Commission.

- (b) In the case of the written submission prescribed in section 19(1)b of the minute, necessary facilities will be provided by SLIDA.
However, all information in this regard will be included in the circular on training courses which will be issued in due cause.

04. Promotions:

- (a) Promotions to each class within the interim period up to 31.12.2010 will be granted in accordance with the Section 17 of the Minute.
- I. Promotions to class II, which were due up to 31.12.2005, will be granted under the provisions of previous minute.
However, Promotions to class II from 31.12.2005 will be granted in the following manner.
- 50% of the promotions will be under section 17 a (1)
40% of the promotions will be under section 13:2
10% of the promotions will be under section 13:3
- II. Promotions to class I will be granted under section 17(b) of the minute.
- III. Promotions to special grade will be granted under section 17 C.
- (b) Promotions to class II, I and special grade from 31/12/2010 will be granted under sections 13, 14 and 15 of the service minute respectively.

The date for determining the number of vacancies to be filled by promotions will be in accordance with section 3(3) of the minute.

05. Satisfying training requirements :

All officers absorbed to the restructured service shall satisfy training requirements Prescribed in section 9(2) of the minute for each class either before 31/12/2010 or the date on which the officer Qualifies for promotions to higher class which ever occurs later.

However an officer who has been promoted within year 2005, to a class other than the class to which the officer was absorbed on 01.01.2005, shall complete the training courses prescribed under the respective class. An officer who is promoted within the interim period shall satisfy the training requirements prescribed for the class to which such officer is promoted.

A circular including all information in relation to the training courses indicated in section 9(2) of the minute will be issued in due course.

06. **Efficiency Bar** :

- I. Efficiency Bar Examinations under previous service minute will be held only in year 2006. Accordingly, an officer who is required to pass the subject of Public Financial Regulations in 1st Efficiency Bar will be allowed to satisfy the above requirement by passing Public Financial Management subject in 2nd Efficiency Bar. Further, the date of passing the above subject will be treated as the date of passing 1st Efficiency Bar.
- II. The exemption from the requirement of passing some subjects in Efficiency Bar which is presently enjoyed by officers will not be further applied. However this exemption will be further applied only for those who have been recruited to Sri Lanka Administrative Service up to 31.12.2005.
- III. Only the groups of officers recruited and expected to be recruited through merit stream under the previous Service Minute will be exempted from the requirement of passing 1st Efficiency Bar Examination and they are required to pass in 2nd Efficiency Bar. However these officers will be granted this concession to be exempted from the requirement of passing second language.

D. Dissanayake
Secretary,
Ministry of Public Administration
and Home Affairs