

Public Administration Circular No 04/2011 (ii)

My No: CS/ICTS/01/6/2006 Amd.  
Ministry of Public Administration  
and Home Affairs  
Independence Square  
Colombo 07  
28.08. 2014

Secretaries of Ministries  
Heads of Departments  
District Secretaries  
Divisional Secretaries

**Re- absorption of officers who were absorbed on 01.07.2009 to Sri Lanka Information and Communication Technology Service in the due Class from the same date**

Attention is hereby drawn to the Minute of Sri Lanka Information and Communication Technology Service dated 08<sup>th</sup> December 2009, which was published in the Gazette Extraordinary of Democratic Socialist Republic of Sri Lanka No. 1631/20 dated 09<sup>th</sup> December 2009 and the Public Administration Circulars No 04/2011 dated 15.02.2011, No. 04/2011 (i) dated 16.08.2012 on the absorption to the said service.

**02. Re- absorption to Grade System**

- (a) As per the Public Administration Circulars No.04/2011 dated 15.02.2011 and No.04/2011(i) dated 16.08.2012 and the decision communicated by the letter of the Secretary, Public Services Commission No PSC/ET/3/1/10-I Volume dated 16.11.2011, officers who have been absorbed to the service with effect from 01.07.2009, are re- absorbed as mentioned in 2.1, 2.2, 2.3, 2.4 and 2.5 below with effect from 01.07.2009 considering the officers' prior period of service, qualifications and salary drawn at the time of absorption.
- (b) The salary of the officers who are re- absorbed shall be converted as per the provisions in Section 04, Chapter VII of Establishments Code to be effective from 01.07.2009 and the provisions in sub section 4.4, Chapter VII of the Establishments Code shall not be applicable. However, the previous date of salary increment shall not be changed.

**2.1 Re- absorption into Grade II of Class 3**

Officers who have satisfied following qualifications shall be re- absorbed to the Grade II of Class 3 with effect from 01.07.2009

- (a) Having confirmed in the appointment.
- (b) Having absorbed to the Grade III of Class 3 in the service as at 01.07.2009.
- (c) Having passed the First Efficiency Bar Examination of the previous post.
- (d) Having proved a satisfactory or above performance level as per the approved Performance appraisal procedure in 10 years immediately preceding the date of 01.07.2009
- (e) Having completed a 05 years period of satisfactory service immediately preceding 01.07.2009
- (f) Having completed an active service period of at least 10 years immediately preceding 01.07.2009
- (g) Having drawn a salary of Rs. 16,045 in the salary scale MN 1-2006-A or a higher salary step in a corresponding salary scale as at 01.07.2009

## **2.2 Re- absorption into Grade I of Class 3**

Officers who have satisfied following qualifications shall be re- absorbed to the Grade I of Class 3 with effect from 01.07.2009

- (a) Having confirmed in the appointment
- (b) Having absorbed into Grade III of Class 3 in the service as at 01.07.2009
- (c) Having passed relevant first and second Efficiency Bar Examinations, if any, relevant to the previous post or having passed one Efficiency Bar if there's only one in the scheme of Recruitment.
- (d) Having proved a satisfactory performance level as per the approved performance appraisal procedure during the service period considered for grading or a higher level of performance.
- (e) Having completed a satisfactory 05 year immediately preceding 01.07.2009
- (f) Having completed at least a 20 year active period of service at 01.07.2009
- (g) Having drawn a salary of Rs. 17,985 in the salary scale MN 1-2006-A or a higher salary step in a corresponding salary scheme as at 01.07.2009

## **2.3 Re- absorption into Grade I of Class 2**

Officers who have satisfied the following qualifications shall be re- absorbed to the Grade I of Class 2 with effect from 01.07.2009

- (a) Having confirmed in the appointment
- (b) Having absorbed to the Grade II of Class 2 in the service as at 01.07.2009
- (c) Having satisfied the educational qualifications relevant to the absorption to the Class 2 of the Service
- (d) Having passed/ exempted from the First Efficiency Bar Examination of the previous post

(e) Having completed an active period of service at least 10 years.

(f)

(i) Having drawn a salary of Rs. 21,380 or above in the salary scale MN 5-2006 A as at 01.07.2009

or

(ii) Having drawn a salary of Rs. 21,245 in the salary scale MN 6-2006-A or a higher salary step in a corresponding salary scale as at 01.07.2009 earlier

#### **2.4 Re- absorption into Grade II of Class 1**

Officers who have satisfied following qualifications shall be re- absorbed to the Grade II of Class 1 with effect from 01.07.2009

(a) Having confirmed in the appointment

(b) Having absorbed to the Grade III of Class 1 in the service as at 01.07.2009

(c) Having satisfied the qualifications mentioned in 8.6.1. (e) of the Service Minute published in the Gazette Extraordinary No. 1631/20 dated 09.12.2009 or having completed a Post Graduate Diploma in Information Technology as mentioned in 5.3 (ii) of Public Administration Circular 4/2011 dated 15.02.2011.

(d) Having passed/ exempted from the First Efficiency Bar Examination of the previous post

(e)

(i) Having obtained at least 10 salary increments in the salary scale SL 1-2006 or a corresponding salary scale as at 01.07.2009 and having completed an active and satisfactory service period of 10 years earlier

or

(ii) Being an officer holding a post in the level of a Deputy Director in the field of Information Technology drawing a salary of Rs. 30,175 in the salary scale SL 1-2006 or a higher salary step in a previous corresponding salary scale as at 01.07.2009

#### **2.5 Re- absorption to the Grade I of Class 1**

Officers who have satisfied following qualifications shall be re- absorbed to the Grade I of Class 1 with effect from 01.07.2009

- (a) Having confirmed in the appointment
- (b) Having absorbed to the Grade III of Class 1 in the service as at 01.07.2009
- (c) Having satisfied the qualifications mentioned in 8.6.1. (e) of the Service Minute published in the Gazette Extraordinary No 1631/20 dated 09.12.2009 or having completed a Post Graduate Diploma in Information Technology as mentioned in 5.3 (ii) of Public Administration Circular 4/2011 dated 15.02.2011.
- (d) Having passed/ exempted from the First Efficiency Bar Examination of the previous post
- (e)
  - (i) Being an officer holding a post in the level of a Director in the field of Information Technology drawing a salary in the salary scale SL 1-2006 as at 01.07.2009

or

  - (ii) Being an officer holding a post in the level of a Deputy Director in the field of Information Technology who have completed a service period of seven (07) years in Grade II drawing a salary relevant to Grade II in the salary scale SL 01-2006 as at 01.07.2009

**03.** The officers who are not re- absorbed under the provisions mentioned in 2.1, 2.2, 2.3, 2.4 and 2.5 above, shall be promoted to next Grade on the date they satisfy the requirements mentioned in the service minute considering their previous period of service.

**04.** Officers who are re- absorbed should complete the qualifications mentioned in the Service Minute for their next promotion. However, the previous period of service which is in addition to the period of service considered for re absorption shall be considered only at the next promotion.

**Sgd./ P. B. Abeykoon**

Secretary

Ministry of Public Administration and Home Affairs