

My number: MPubAd/AcSD/HB/61/SMA  
Ministry of Public Administration,  
Disaster Management and  
Livestock Development  
Independence Square  
Colombo 07.

08.11.2019

All Secretaries of Ministries,  
Provincial Chief Secretaries,  
Heads of Departments,  
District Secretaries,  
Divisional Secretaries,

**Implementation of the revisions included by the Gazette extraordinary No. 2137/66 dated 22.08.2019 to the Minute of Sri Lanka Accountants' Service**

The grade promotions of the officers of Sri Lanka Accountants' Service serving at present shall be made in the following manner as per the 5<sup>th</sup> revision of the Minute of Sri Lanka Accountants' Service published in the Gazette extraordinary of the Democratic Socialist Republic of Sri Lanka No. 2137/66 dated 22<sup>nd</sup> of August 2019 with the inclusion of provisions on revising the minimum period of service required for promotion from Grade III to Grade II and from Grade II to Grade I of Sri Lanka Accountants' Service.

01. Promotion from Grade III to Grade II

- 1.1) The officers, who have been recruited to the service before 26<sup>th</sup> of February 2019, shall be promoted to Grade II from the date on which they satisfied all the other qualifications mentioned under 10.1.1.1 of the revised Minute of Sri Lanka Accountants' Service except the requirement of completing the level III on capacity building conducted by Sri Lanka Institute of Development Administration, mentioned under serial number (vii) of 10.1.1.1 of the same or 26<sup>th</sup> of February 2019, whichever falls later.
- 1.2) The officers, who acquire the proficiency in the other official language indicated under No. 09 of the revised Minute of Sri Lanka Accountants' Service within the period of concession granted by Public Administration circular No. 01/2014 and consequent circulars shall be considered as officers, who have satisfied the requirement of acquiring the proficiency in the other official language as at the due date.

- 1.3) The officers, who do not acquire the proficiency in the other official language indicated under No. 09 of the revised Minute of Sri Lanka Accountants' Service within the period of concession granted by Public Administration Circular No. 01/2014 and consequent circulars, shall be promoted to Grade II from the date on which they satisfy all the qualifications mentioned under 1.1 of this circular including the proficiency in the other official language.

## 02. Promotion from Grade II to Grade I

- 2.1) The officers, who are in Grade II as at 26<sup>th</sup> of February 2019, the effective date of the 5<sup>th</sup> revision of the service minute, and those who have completed an active and satisfactory service period of more than 06 years in Grade III,

- (a) shall be granted a concession period of five (05) years from the date of publishing this circular for the purpose of satisfying any of the qualifications specified in the Appendix 05 mentioned under serial number v of 10.2.1.1 of the Minute of Sri Lanka Accountants' Service, which is required for promotion from Grade II to Grade I. The officers, who satisfy the qualification specified in the Appendix 05 within the said period of concession, shall be promoted to Grade I with effect from the date of satisfying the other qualifications mentioned under 10.2.1.1 as per the provisions of this circular.

- (b) shall be granted a concession period of three (03) years from the date of promotion to Grade II for the purpose of passing the second efficiency bar examination mentioned under serial number ii of 10.2.1.1, which is required for promotion from Grade II to Grade I. The officers, who satisfy the relevant qualification within the said period of concession, shall be promoted to Grade I with effect from the date of satisfying the other qualifications mentioned under 10.2.1.1 as per the provisions of this circular.

- 2.2) When the officers, who are in Grade II as at 26<sup>th</sup> of February 2019, the effective date of the fifth revision of the service minute, are promoted to Grade I, the following qualifications will be taken into consideration instead of the qualifications mentioned under (i) and (iv) of 10.2.1.1.

- (a) shall have completed an active and satisfactory service of two (02) years in Grade II and earned two (02) salary increments after being promoted to Grade II.

- (b) shall have proved a performance at satisfactory level or above within two (02) years before the date of promotion, after being promoted to Grade II, as per the approved performance evaluation procedure.

- 2.3) When the officers, who have completed an active and satisfactory service of more than six (06) years in Grade III as at 26<sup>th</sup> of February 2019, the effective date of the fifth revision of the service minute, and are promoted to Grade II as per the provisions stipulated under 1.1 of this circular, are promoted to Grade I,

the following qualifications shall be taken into consideration instead of the qualifications mentioned under (i) and (iv) of 10.2.1.1.

- (a) Shall have completed an active and satisfactory service of twelve (12) years in Grade III and II and earned the eleven (11) salary increments.
- (b) Shall have proved a performance at satisfactory level or above within twelve (12) years before the date of promotion as per the approved performance evaluation procedure.

Note:

When the officers, who have completed an active and satisfactory service of more than six (06) years in Grade III of Sri Lanka Accountants' Service before 26<sup>th</sup> of February 2019 and were promoted to Grade II as per the provisions stipulated under 1.3 of this circular, are promoted to Grade I, their promotion to Grade I shall be delayed by a period equivalent to the additional period obtained by them for satisfying the requirement of acquiring the proficiency in the other official language.

- 2.4) The officers, who have been recruited to the service before 26<sup>th</sup> of February 2019 and promoted to Grade II as per the provisions stipulated under serial number 1 of this circular, shall have successfully completed and obtained the certificate of the level III on capacity building conducted by Sri Lanka Institute of Development Administration mentioned under serial number (vii) of 10.1.1.1 of the revised Minute of Sri Lanka Accountants' Service, before being promoted to Grade I.
- 2.5) When the officers, who have been recruited to the service before 26<sup>th</sup> of February 2019, are promoted to Grade I, the requirement of successfully completing and obtaining the certificate of the level II on capacity building conducted by Sri Lanka Institute of Development Administration mentioned under serial number (vi) of 10.2.1.1 of the revised Minute of Sri Lanka Accountants' Service shall not be considered.

This circular is issued in accordance with the approval of the Public Service Commission.



J.J. Rathnasiri

Secretary

Ministry of Public Administration,  
Disaster Management and Livestock Development