



07	Public Administration Circular No. 19/2019, 09.07.2019	Determining the salary step that should be made applicable when an officer is promoted on the same date of salary increment and is reverted on his preference to the previous post.
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02. I kindly request to work in accordance with the said circulars and make all the Heads of Departments, Institutions and officers under you aware of these circulars.

K.N.Sooriyarachchi,  
Assistant Chief Secretary (Admin.)  
For Chief Secretary (W.P)

My number: EST-7/UNIFO/06/V  
Ministry of Public Administration,  
Disaster Management and  
Rural Economic Affairs  
Independence Square  
Colombo 07.

26.06.2019

Secretaries to Ministries  
Chief Secretaries of Provinces  
Heads of Departments

### **Attire of Public Officers**

It has been decided at the meeting of the Cabinet of Ministers held on 25.06.2019 to issue this circular in lieu of the Public Administration Circular 13/2019 dated 29.05.2019, which was issued so as to be applicable to all the public officers in addition to the Public Administration Circular 8/89 dated 01.02.1989, revising the same.

02. Action should be taken to ensure that officers in all the institutions under your purview pay special attention to the matters mentioned in the gazettes extraordinary No. 2121/1 dated 29.04.2019 and No. 2123/4 dated 13.05.2019 and strictly adhere to the orders stipulated in the same.

03. The following provisions should be followed concerning the attire of public officers.

- I. When public officers arrive at their office premises during the office hours, male officers should be dressed in trouser and shirt or national dress whilst female officers should be dressed in *saree*, *Kandian saree (Osari)* or any other appropriate and modest attire so as to preserve the dignity of the public service. An officer should always be dressed in a manner which exposes the full face (except ears) and causes no hindrance to the provisions made with regard to public security.
- II. The officers who are already receiving a uniform/ uniform allowance should engage in their duties dressed in his/her approved uniform.  
Ex: Persons who hold posts such as Driver, KKS, Grama Niladhari etc.
- III. The female officers in the public service should, during the pregnancy, wear attire which is appropriate and convenient for them.
- IV. If there are officers who have arranged their clothing according to certain religious customs, such officers should be attired in the manner indicated in I above and use an additional clothing item to keep their religious identity but so as to expose their full face (except ears) ensuring their clear identification.

04. It is the responsibility of all Heads of Institutions to make provisions to the effect that every individual should be dressed in an outfit, which ensures his/ her clear identification when entering premises belonging to the government as a recipient or coming to obtain services granted by the government.

05. Public Administration Circular 8/89 dated 01.02.1989 shall be further effective.

Sgd/ J.J. Rathnasiri  
Secretary  
Ministry of Public Administration,  
Disaster Management and Rural  
Economic Affairs