



“ විශිෂ්ට රාජ්‍ය සේවාවක් සඳහා ජප්ත කරවමු ”
ප්‍රධාන ලේකම් කාර්යාලය - බස්නාහිර පළාත
பிரதான செயலாளர் அலுவலகம் - மேல் மாகாணம்
OFFICE OF THE CHIEF SECRETARY - WESTERN PROVINCE



204, වෙන්නිල් කොඩිබෙකඩුව මාවත, බත්තරමුල්ල.
 204, டென்சில் கொப்பேகடுவ மாவத்தை, பத்தரமுல்ல.
 204, Denzil Kobbekaduwa Mawatha, Battaramulla.

ප්‍රධාන ලේකම් } දුරකථන / தொலைபேசி / Telephone - 011 - 2092599 }
 பிரதான செயலாளர் } டைரெக்டர் / பெக்ஸ் / Fax - 011 - 2092601 }
 Chief Secretary } ரி-மேயில் / மின்னஞ்சல் / E-mail - chiefsecretary@wpc.gov.lk }
 } பொது දුරකථන }
 } தொலைபேசி இலக்கம் }
 } General Telephone } 011 - 2093000



මගේ අංකය
எனது இலக்கம்
My No.

CSWP/ADM/18-38/FI/01-2019

මගේ අංකය
உமது இலக்கம்
Your No.

දිනය
திகதி
Date

2019-05-09

- Secretary to the Governor (W.P),
- Secretary, Provincial Public Service Commission (W.P),
- Secretary of the Council (W.P),
- Secretaries of all the Ministries (W.P)
- Deputy Chief Secretaries (Administration/Personnel and Training/Finance/Planning/Engineering),
- Commissioner of Revenue (W.P)
- Chief Internal Auditor (Internal Audit Division),
- Administrative Officer (Administration Division),
- Co-ordinating Secretary to the Chief Secretary,

Application of Public Administration Circular No.32/91 (IV), 04/2018(I), 08/2019 and Public Administration Circular Letter No. 01/2019 to the Western Province.

Through the letter of the Secretary to the Governor No.GOS/ADM/02/19/01/2019 and dated 03.05.2019, I have been informed that the assent has been granted by Hon. Governor regarding the application of following circulars issued by the Secretary of the Ministry of Public Administration and Disaster Management to the Western Province. (Copies of those Circulars have been attached herewith.)

Serial No.	Circular No. and Date	Matter
01	Public Administration Circular No. 32/91(IV), 13.03.2019	Public Officers with Political Rights who have been elected to Local Government Institutions.
02	Public Administration Circular No. 04/2018 (I), 14.03.2019	Granting the allowance for chartered professionals to the officers in Sri Lanka Architects' Service.
03	Public Administration Circular No. 08/2019, 28.03.2019	Revision of Section 36, Chapter XLVIII, Volume II of Establishments Code
04	Public Administration Circular No.01/2019,19.03.19	Reinstatement of the officers in service, who have been black- listed

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)

විශේෂ ප්‍රධාන ලේකම් Deputy Chief Secretary	சாதன நிர்வாகம் Administration	சீர்தீர்வு அல்லது ஆளணி மற்றும் பயிற்சி Personnel & Training	இலாப நிதி Finance	கட்டுமான திட்டமிடல் Planning	இயந்திர பொறியியல் Engineering	ප්‍රධාන අභ්‍යන්තර විභාග Chief Internal Auditor	
	Tel : 0112092606 Fax : 0112092609 dcsadmin@cs.wpc.gov.lk	Tel : 0112092631 Fax : 0112092647 dcspti@cs.wpc.gov.lk	Tel : 0112092640 Fax : 0112092636 dcsfinance@cs.wpc.gov.lk	Tel : 0112092532 Fax : 0112092533 dsplan@cs.wpc.gov.lk	Tel : 0112092501 Fax : 0112092505 dcs@eng.wpc.gov.lk	Tel : 0112092628 Fax : 0112092625 cia@cs.wpc.gov.lk	

My Number: EST-3/DICIP/06/0272
Ministry of Public Administration and
Disaster Management
Independence Square
Colombo 07

19.03.2019

Secretaries to Ministries
Chief Secretaries of Provinces
Heads of Departments

Reinstatement of the officers in service, who have been black - listed

Your attention is drawn to Chapter XIX of the Procedural Rules of Public Service Commission and Section 8, Chapter V, Volume I of the Establishments Code in which the provisions relating to the Public Officers, who should be black – listed, are included.

02. Accordingly, the particulars of the Public Officers in the Central Government, who are black-listed, should be submitted to the Public Service Commission as per the relevant Appendices of the Procedural Rules of Public Service Commission. The particulars of the officers in the Provincial Public Service, who should be black-listed, should be obtained from the Heads of the Institutions which comes under the purview of the respective Provincial Council and submitted to the Director General of Establishments by the Chief Secretary of the Province as per the provisions of Public Administration Circular Letter 08/2012 dated 10.12.2012 and the instructions of my letter No: EST-3/DICIP/06/0199 dated 28.01.2019.

03. Further, the inclusion of the name of a certain officer in the black list is not a barrier for the reinstatement of such officer in the post held by him for the last time. The name of an officer, who has already been black – listed, can be removed from the black-list strictly on the order of the Administrative Appeals Tribunal or other Court or Appointing Authority/ Disciplinary Authority. The relevant Authority should make a request to remove the name of such officer from the black-list after he is reinstated.

04. After an officer, who has been black-listed, receives an order to report for duty, the said officer should be instructed to report for duty. After such officer reports for duty, the Appointing Authority/Disciplinary Authority should submit me the format indicated in Annex 01 mentioning the date of reporting for duty and action shall be taken to remove the name of the said officer from the black-list issued subsequently.

05. The black-list including the names of the officers in the Central Government and Provincial Public Service, who have been black-listed, is included under “Special Announcements” in the website www.pubad.gov.lk.

Sgd/J.J. Rathnasiri
Secretary
Ministry of Public Administration and
Disaster Management

Removal of the Name of an Officer, who has been black – listed, from the black list

1. Full name of the officer:
.....
2. National Identity Card No:
3. The Ministry/ Department/ Place of Work where the officer has served at the time of being black-listed:
4. Post and Grade held by the officer at the time of being black-listed:
.....
.....
5. Reference number and date of the black-list in which the name of the officer is included and the serial number relevant to the name in the same:
.....
6. Indicate whether the officer is in the Provincial Public Service/ Central Government:
7. Reference number of the letter by which authority is granted for the reinstatement: (The Authority should also be indicated).....
8. Date of reporting for duty:

You are informed to remove the name of Mr/Mrs/Miss..... from the black-list in accordance with the above particulars.

Date:

.....

Signature and official stamp
of the Disciplinary Authority