

Public Administration
Circular No : 7/90

My No : 958/1/166(XXIII)G
Combined Services Division
Ministry of Public Administration,
Provincial Councils & Home Affairs,
Independence Square
Colombo 7.
5 February, 1990

To: All Secretaries of Ministries
and Heads of Departments

**Grant of Study Leave to Government Accountants
for the completion of the articulated period, at
an Institution recognized by the Sri Lanka
Institute of Chartered Accountants.**

This Circular is issued in substitution of Combined Services Circular No. 247 of 14th January 1980, and will be effective from 1st January 1990.

02. It has been decided to provide facilities annually for 10 officers in the Government Accountants' Service to complete the articulated period at an Institution recognized by the Sri Lanka Institute of Chartered Accountants.

03. Applications will accordingly be received up to the 31st January each year (if 31st of January be a Public Holiday, up to the next working day following thereafter) from officers, who,

- (i) are less than 45 years on 1st January of the relevant year,
- (ii) have passed the Licentiate Examination of the Institute of Chartered Accountants, and
- (iii) have been confirmed in the post at the time of application for leave.

04. On such application by the selected Accountant leave will be granted to complete the articulated period as follows:-

Government Accountants (Graduates) - For a total period of 3 years.

- i. Firstly, one year's leave with pay,
- ii. Specially 2 years' leave, 1st year with pay and 2nd year without pay.

Government Accountants (Non Graduates) - for a total period of 4 years.

- i. Firstly 2 years' leave with pay.
- ii. Secondly 2 years' leave without pay.

05. There should be a minimum of more than one month of service between the first and the second period of leave.

06. Selected candidates should leave their articulated period in an Institution recognized by the Sri Lanka Institute of Chartered Accountants.

07. Officers will be required to enter into a bond to serve the Government for a prescribed period after completion of the prescribed period of training in terms of the provisions of the Establishments Code.

08. Applications will not be called for annually, but should be prepared by the applicants according to the specimen annexed and forwarded to me on the due date as prescribed in paragraph 3 above.

Sgd. Neil Fernando
Secretary
Ministry of Public Administration,
Provincial Councils & Home Affairs.