

Ministry of Public Administration,
Provincial Councils & Home Affairs,
Independence Square,
Colombo 7.

17th February, 1991.

To: All Secretaries to Ministries,
Secretaries to Governors of Provinces,
Chief Secretaries of Provincial Councils,
Heads of Departments and Government Agents.

**Leave to Public Officers affected by the
situation in Northern and Eastern Provinces**

Further to Public Administration Circular No. 33/90 of 07.08.1990.

02. Special leave for the month of June 1990 was allowed by the above mentioned Circular, to Public Officers serving in Northern and Eastern Provinces. Subsequently it was decided to extend same special leave facilities to those officers serving in the following districts for the periods mentioned against them.

1. Amparai - from 12.06.90 to 01.09.90
2. Batticaloa - from 12.06.90 to 03.09.90
3. Trincomalee - from 12.06.90 to 01.08.90

03. Officers serving in these three districts who had not reported for work even after the extended period mentioned above should have been issued with vacation of posts notices. However if any such officer who had vacated his post makes an appeal subsequently, such appeal may be considered by the Governor of North-East Province personally in the case of Provincial Council Employees and by the respective Govt. Agents personally in the case of Central Govt. Officers.

04. There could be instances where Public Officers serving outside North & East Provinces, but had gone to those Provinces on duly approved leave, and have not reported back to their respective places of work. Such officers too should have been issued with vacation of post-notices. However if any such officers prefers an explanation in terms of the Establishments Code such explanation may be considered by the Head of the Department personally and if accepted leave may be granted as follows:

- i. Where the officer had gone on leave prior to 12.06.90 such officer may be granted special leave subject to para 5 below.

- ii. Where the Officer had gone on leave on or after 12.06.90 he may be granted his personal leave, subject to para 5 below.

05. Leave as mentioned above may be approved to officers mentioned in paras 3 & 4 above only if the appropriate authority is satisfy that -

- i. The officer could not report for work due to reasons beyond his control.
- ii. The officer submits documentary proof to the fact that during the period of his absence he was living in a refugee camp or has reported to a government office (if he was not in a refugee camp) certified by the officer in charge of the refugee camp or an officer of the Security Forces or Police.

06. Officers who are granted either special leave or personal leave (other than no-pay leave) may be paid their salaries for such period.

Sgd: R. Abeyratne
Secretary,
Ministry of Public Administration,
Provincial Councils & Home Affairs.