

Public Administration Circular No. 06/94

My No. III/163/1/82/L/L/-II
Ministry of Public Administration,
Independence Square,
Colombo 07.

21st January, 1994.

All Secretaries and
Heads of Departments.

Duty Hours and Leave of Public Officers

Attention is drawn to Public Administration Circular No. 3/92 of 25th January, 1992.

02. An officer can cover up for the delayed time of arrival mentioned in para (i) and (ii) of Section 02 of the aforementioned Circular and if he/she is unable to do so a half day's (1/2) leave should be set off against each such three occasions of his/her delayed arrivals.

Sgd: Y.B. Pussedeniya
Secretary
Ministry of Public Administration.