

My No. 01/1-1/3/7/2  
Ministry of Public Administration,  
Management and Reforms  
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Secretaries of Ministries  
Chief Secretaries of Provincial Councils  
and Heads of Departments

### **Re-employment of Retired Public Officers**

The Government has decided that the following provisions should be made applicable to the re-employment of retired Public officers.

- (I) When a retired Public officer is re-employed in his previous post with or without a break in service he should be paid the salary drawn by him at the time of retirement.
- (II) When an officer is re-employed in a post which has a salary scale higher than the one he was entitled to at the time of retirement he should be paid the last drawn salary or the initial salary of the post in which he is re-employed whichever is higher.
- (III) When an officer is re-employed in a post which has a salary scale lower than the one he was entitled to at the time of his retirement, he should be paid either the last drawn salary or the corresponding salary step in the salary scale attached to the new post whichever is less. (The corresponding salary step means the salary step in the scale of the new post which should be calculated on the basis of the number of increments the officer had earned in the previous salary scale by the time of retirement).
- (IV) When the re-employment is in a post for which a salary scale has not been determined the officer should be paid a negotiated salary taking into consideration the main functions and responsibilities attached to the post. (This salary should be decided with the concurrence of the General Treasury).
- (V) The pension of persons who have retired before reaching the compulsory age of retirement and have been re-employed thereafter should be kept frozen only till the date of his reaching the compulsory age of retirement or the date on which his contract of re-employment is over whichever occurs earlier.
- (VI) The re-employment of a retired Public officer on contract basis to be limited to a maximum period of twelve months (12) at a time.

02. A retired Public officer should be re-employed in a post in the public service only if absolutely necessary.
03. For the purpose of this Circular the “last drawn salary” means, the salary received by the officer at the time of retirement. It does not include the portion of the increment earned by him from the date of the last salary increment upto the date of retirement.
04. Where the salary scale an officer was entitled to at the time of retirement has been revised subsequently his salary on re-employment should be the corresponding salary step of the revised salary scale.
05. A re-employed retired officer is not entitled to salary increments..
06. A retired officer who is re-employed in a post to which interim allowances under Public Administration Circulars No. 15/2000 of 07.09.2000 and 24/2001 of 16.10.2001 are entitled to, should be paid only the difference after deducting the interim allowance paid together with the pension. As an all -inclusive salary is paid to officers who are re-employed on contract basis, the relevant portion of the interim allowance should be included in the monthly remuneration paid to them.
07. The provisions of this Circular in respect of the retired officers who are already re-employed in various posts in the public service will be operative from the effective date of this circular. Certain re-employed officers are already being paid higher salaries / allowances taking into consideration that their pension has been kept frozen in terms of Public Administration Circular 17/2001 dated 10.07.2001. Such salaries / allowances should also be revised in terms of this Circular.
08. The provisions of this Circular are effective from 20.11.2002.

Sgd./Dita Wimalasiri  
Secretary  
Ministry of Public Administration,  
Management and Reforms