

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](http://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