

Public Administration Circular No. 151

No. 543E.659 D.  
Establishments Division,  
Ministry of Public Administration  
and Home Affairs,  
Independence Square,  
Colombo 7, 8th November, 1979.

To: All Secretaries of Ministries  
Heads of Departments and  
Heads of Public Corporations

COMMITTEE ON STAFFING

I wish to draw your attention to Public Administration Circular No. 144 of 6th September, 1979 on the above.

2. The committee would appreciate a further reminder from you to all Institutions coming under you to give prompt and full assistance to the committee on any inquiries it makes.

P.T.O.

3. The committee would also like you to make it known to all your officers and employees that it would welcome representations from them on the following terms of reference of the Committee :-

- (i) staffing procedures of Government Departments;
- (ii) staffing procedures of Public Corporations;
- (iii) the extent to which over-staffing prevails in Government Departments;
- (iv) the extent to which over-staffing prevails in Public Corporations;
- (v) the reasons for the prevalence of over-staffing in Government Departments and Public Corporations;
- (vi) the extent to which such over-staffing contributes to low productivity in Government Departments and Public Corporations.

Sgd: H.D.T. Bodidasa  
Director of Establishments.

Sgd: D.B.I.F.S. Siriwardhana  
Secretary,  
Ministry of Public Administration  
and Home Affairs.

s/8