

Ministry of Public Administration,
Independence Square, Colombo 7.

4th July, 1983.

To: All Secretaries and
Heads of Departments.

1. A recommendation of the Public Accounts Committee regarding tendering advice to superiors.
2. Disciplinary matters and Establishments Code.

(1) The following is an extract from paragraph 35 of the Report of the Public Accounts Committee, published in Parliamentary Series No. 11 of 1979, for compliance.

"(In this connection,) your Committee also recommend, for general application, that whenever Secretaries to Ministries and/or other officials tender advice to their superiors the particulars of advice so tendered should be recorded in writing irrespective of whether such advice was accepted or not by the authority concerned".

(2) Public Administration Circular No. 218 of 12.04.1983 is amended by the substitution of the following paragraphs for paragraph 8 thereof.

Retirement
under
Section 12
of Minutes
on Pensions

At the conclusion of a disciplinary inquiry in respect of a public officer retired under Section 12 of the Minutes on Pensions, the Secretary to the Ministry of Public Administration alone is empowered to make an order as to how the findings should affect the officer's pension. To enable him to make such an order, the pension papers should be forwarded as usual to the Director of Pensions, accompanied by a report on all financial and service disabilities imposed on the officer, whether by way

.....5/-

of a punishment, non payment of withheld emoluments or a surcharge, in respect of the charges. The Director of Pensions will then obtain from the Secretary, Ministry of Public Administration, an order on the withholding or reduction of the pension.

It is for the respective Secretary to a Ministry as Chief Accounting Officer or the Head of Department as Accounting Officer, to take appropriate action in terms of the Financial Regulations. The decision on the payment or otherwise of the emoluments withheld during the period of interdiction should be taken by the Disciplinary Authority.

Sgd: D.B.I.P.S. Siriwardhana

Secretary,

Ministry of Public Administration