

Public Administration Circular No – 6/2004(1)

My No: EST-9/DICIP/06/55  
Ministry of Public Administration  
and Home Affairs  
Independence Square  
Colombo 07  
30.12. 2011

Secretaries to Ministries  
Chief Secretaries of Provincial Councils  
Heads of Departments,

**Revision of Chapter XLVIII of the Establishments Code**

The Cabinet of Ministers has decided at its meeting held on 09.11.2011 that the provisions of Public Administration Circular No 06/2004 dated 15.12.2004 issued on the above matter shall be further effective subject to the following revisions.

02. Accordingly Sub Section 22:1:1, Chapter XLVIII, volume II of the Establishments Code shall be revised in the following manner so as not to cause any prejudice to the disciplinary inquiries for which the charge sheets have been issued.

22:1:1            The Disciplinary Authority should take necessary steps to conclude the relevant inquiry and to issue the disciplinary order within a period of one year from the date of serving of a charge sheet against an accused officer. Except where the charge is not in terms of Sub – Section 31:11, and except where the proceedings and the issue of disciplinary order are delayed for more than one year due to lapse of the part of the accused officer, he should, if under interdiction, be re-instated in service and paid his salary from that date, on the discretion of the disciplinary authority, subject to the facts mentioned in the disciplinary inquiry. Regarding the unpaid salary up to that date, action should be taken as stated in the disciplinary order received.

03. Maintenance of a pool of inquiry officers as per provisions in Sub Section 19:5, Chapter XLVIII of the Establishments Code revised by Public Administration Circular No 07/2010 dated 22.06.2010 shall never be a prejudice to the right of the Public Service Commission for the maintenance of separate list of names of inquiry officers as per provisions in Sub Section 19.6 of the same Chapter.

Sgd./P.B. Abeykoon  
Secretary  
Ministry of Public Administration  
and Home Affairs