

My No: EST-6/03/LEA/3160
Ministry of Public Administration &
Disaster Management
Independence Square
Colombo 07.

31.12.2018

Secretaries to Ministries
Chief Secretaries of Provinces
Heads of Departments

Revision of Section 16, Chapter XII of the Establishments Code

Your attention is drawn to Section 16, Chapter XII of the Establishments Code.

02. The Cabinet of Ministers has decided at its meeting held on 28.08.2018 to revise sub section 16:2 and 16:2:1 as follows and include the new sub sections from 16:2:2 to 16:2:4.

16:2 No pay leave for study abroad can be granted to a Public Officer on the recommendation of the Head of the Department to study a substantive course at a recognized institute.

16:2:1 Extending the probation period of an officer who is on probation, from a period equal to the period of study leave abroad.

16:2:2 Granting leave with no pay to the spouse subject to sub sections 16:1:9 and 16:1:10 in case where the spouse of the officer, who is studying abroad is also serving in the Public Service.

16:2:3 An officer who obtains study leave under this should complete a period which is determined by the Head of the Department out of the compulsory period of service prescribed under sub section 16:15 within the same department from which the recommendation for leave is made. However, this condition should not be made applicable to reject a request made for releasing such officer to another service in the Public Service.

16:2:4 All the other conditions stipulated in Section 16 in respect of granting no pay leave for study abroad shall also be applied when granting leave under sub section 16:2.

Sgd/ J.J. Rathnasiri
Secretary
Ministry of Public Administration &
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