

Public Administration Circular : 11/2024

My Number : EST-1/CIRL/03/0001
Ministry of Justice, Public Administration,
Home Affairs, Provincial Councils, Local
Government and Labour
Independence Square
Colombo 07

12.11.2024

Secretaries to Ministries
Chief Secretaries of Provinces
Heads of Departments
Head of State Corporation, Statutory Boards

Using Unicode Compatible Fonts for tasks performed using the computer in the Government Sector

Your attention is hereby drawn to the letter No: MWCA&SE/NSPD/Legal CC 1/SC-FR-177-2023 dated 30.08.2024 issued by the Secretary of the then Ministry of Women, Child Affairs and Social Empowerment as per the direction given by the Supreme Court in relation to the above matter.

02. It has been mentioned in the said letter that visually impaired persons, who use computerized documents and web pages, face issues since government institutions use different fonts when preparing computerized documents and web pages.

03. Accordingly, the relevant documents and web pages should be prepared by the government institutions in all the three languages using Unicode compatible fonts in such a way that visually impaired persons are able to use them. Computer software with Unicode compatible fonts recognized by the Sri Lanka Standards Institution can be used for this purpose.

04. Further, all the documents and notices submitted to the Department of Government Printing to be printed should be prepared using Unicode compatible fonts in PDF and Word formats.

05. Kindly pay your attention also to the Circular No: SP/SB/01/07 dated 14.03.2007 issued by the Secretary to the President in this regard at previous occasion.

Sgd/S. Alokabandara
Secretary
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