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பொது நிர்வாக, அனர்த்த முகாமைத்துவ மற்றும் கால்நடை அபிவிருத்தி அமைச்சு
Ministry of Public Administration, Disaster Management and Livestock Development

ඒකාබද්ධ සේවා අංශය

இணைந்த சேவைகள் பிரிவு

COMBINED SERVICES DIVISION

නිදහස් වතුරය, කොළඹ 07, ශ්‍රී ලංකාව.

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Providing instructions on rectifying anomalies with regard to salary points of officers absorbed into Grade III and II of Development Officers' service

Even though letters were forwarded to each officer on the above matter from time to time, it is hereby kindly informed to follow the following methods for determining the salary points of the officers absorbed into Development Officers' Service on 01.08.2011 and granting promotions to them. A set of general instructions on the same is sent herewith as annex 01 and 02.

02. Absorption of officers into Grade II or III of Development Officers' Service was made with effect from 01.08.2011 on satisfying the qualifications as per the provisions in para 14 of the minute of Development Officers' Service published in the gazette extraordinary No. 1745/11 dated 14.02.2012 and revised by the gazette extraordinary No. 1774/31 dated 07.09.2012 and Public Administration Circular No. 10/2012.

03. Accordingly, you are the informed to obey the instructions on Annex 01 for preparing the salary points of officers absorbed into Grade III of Development Officers' Service as at 01.08.2011 and Annex 02 for preparing the salary points of the officers absorbed into Grade II of Development Officers' Service as at 01.08.2011.

Sgd/ K.V.P.M.J. Gamage
Director General of Combined Services

Providing instructions on rectifying anomalies with regard to salary points of officers absorbed into Grade III and II of Development Officers' service

01. Preparation of the salary points of the officers absorbed into Grade III of Developments Officers' Service as at 01.08.2011

- 1.1 The monthly salary scale entitled to the post as per Public Administration Circular No. 06/2006 (IV) is MN 04 – 2006 (A) Rs.15,215 – 10x215 – 4x240 – 7x320 – 15x360 – Rs.25965 and the initial salary step is Rs.15,215/-.
- 1.2 No change shall occur in the salary or date of salary increment due to this absorption since the officer already draws the prescribed monthly salary in this salary scale.
- 1.3 An officer absorbed into Grade III of Development Officers' service is promoted to Grade II on average performance after completion of active and satisfactory service of 10 years. At this promotion, the monthly salary scale, to which the officer is entitled as per Public Administration Circular No. 6/2006 (IV) is Rs.15,215- 10x215- 4x240- 7x320 – 15x360 – 25965/-. The initial salary step for Grade II of Development Officers' service is Rs.17,605/-.

Ex:- An officer, who was appointed on 14.10.2005, is absorbed into Grade III of Development Officers' service with effect from 01.08.2011 on satisfying all the prescribed qualifications and the initial salary step of the said absorption is Rs.15,215/-. The said officer is promoted to Grade II on average performance under 12.1.1 of the minute of Development Officers' service with effect from 14.10.2015. The initial salary step for Grade II of Development Officers' service is Rs.17,605/-.

Note:- The officer should be placed in the salary scale, MN 04-2016 – Rs.31490- 10x445 – 11x660 – 10x730- 5x750 -54250, with effect from 01.01.2016 as per Public Administration Circular No.03/2016.

02. Preparation of the salary points of an officer absorbed into Grade II of Development Officers' service as at 01.08.2011

2.1 This post is entitled to the monthly salary scale, MN 04- 2006 (A) Rs.15,215 – 10x215 – 4x240 – 7x 320 – 15x360 –Rs.25,965 as per Public Administration Circular No.06/2006 (IV) and the initial salary step is Rs.17,605/-. After earning the 10th salary increment, the relevant salary increments should be granted under “non - promoted category” of Grade II in the salary scale MN4-2006 (A) up to 01.08.2011.

2.2 Since the officer has satisfied relevant to be promoted to Grade II from 01.08.2011, the said promotion should be granted and salary should be paid to the officer. The relevant salary conversion should be made as per the provisions of Section 5, Chapter VII of the Establishments Code. Accordingly, 01st of August should be considered as the salary increment date of the officer.

2.3 Action should be taken to grant the promotion to Grade I on satisfying the qualifications on the date the officer is entitled to be promoted to Grade I as per the provisions of section 02.2 of the Combined Services Circular No.05/2018 dated 10.09.2018. Since the officer is entitled to the salary step relevant to Grade I in the salary scale MN4-2006(A) from the said date, the relevant salary should be determined as per the provisions of section 5, Chapter VII of the Establishments Code.

Ex:- 01

- i. An officer appointed on 16.05.2000 is absorbed into Grade II of Development Officers' service on satisfying all the prescribed qualifications, with effect from 01.08.2011.
- ii. After earning the 10th salary increment on 16.05.2010, the relevant salary increments should be granted under “non - promoted category” of Grade II in the salary scale MN4-2006 (A) up to 01.08.2011.
- iii. Since the officer has satisfied qualifications to be promoted to Grade II from 01.08.2011, the said promotion should be granted and salary should be paid accordingly to the officer. The relevant salary conversion should be made as per the provisions of Section 5, Chapter VII of the Establishments Code. Accordingly, 01st of August should be considered as the date of salary increment of the officer.
- iv. However, since the date of appointment of this officer is 16.05.2000, he will be entitled to be promoted to Grade I as at 16.05.2020 on satisfying the relevant qualifications. Accordingly,
 - date of salary increment of Grade I is 16th of May
 - salary should be determined as per the provisions of Section 5, Chapter VII of the Establishments Code.

Ex:- 02.

- i. An officer appointed on 15.05.1997 is absorbed into Grade II of Development Officers' service on satisfying all the prescribed qualifications, with effect from 01.08.2011.
- ii. After earning the 10th salary increment on 15.05.2007, the relevant salary increments should be granted under "non - promoted category" of Grade II in the salary scale MN4-2006 (A) up to 01.08.2011.
- iii. Since the officer has satisfied qualifications to be promoted to accordingly II from 01.08.2011, the said promotion should be granted and salary should be paid to the officer. The relevant salary conversion should be made as per the provisions of Section 5, Chapter VII of the Establishments Code. Accordingly, 01st of August should be considered as the salary increment date of the officer.
- iv. However, since the date of appointment of this officer is 15.05.1997, he/she will be entitled to be promoted to Grade I as at 15.05.2017 on satisfying the relevant qualifications. Accordingly,
 - date of salary increment of Grade I is 15th of May
 - salary should be determined as per the provisions of Section 5, Chapter VII of the Establishments Code.

Note:- The officer should be placed in the salary scale, MN 04-2016 – Rs.31490- 10x445 – 11x660 – 10x730- 5x750 -54250, with effect from 01.01.2016 as per Public Administration Circular No.03/2016.