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அரச சேவைகள், மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு  
Ministry of Public Services, Provincial Councils and Local Government

සීකාබද්ධ සේවා අංශය

இணைந்த சேவைகள் பிரிவு

COMBINED SERVICES DIVISION

නිදහස් වතුරගුය, කොළඹ 07, ශ්‍රී ලංකාව.

சுதந்திரச் சதுக்கம், கொழும்பு 07, இலங்கை.

Independence Square, Colombo 07, Sri Lanka

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எனது இல  
My No

CS/DOS/Policy/පොදු/01

ඔබේ අංකය  
Your No

දිනය  
திகதி: 2021.09.17  
Date

All Secretaries of Ministries  
Heads of Departments  
District Secretaries  
Divisional Secretaries

**Dealing with letters submitted regarding the establishment matters of the Development Officers' Service**

Your attention is drawn to my letter of even numbered and dated 20.01.2021 on the above matter.

02. Deficiencies in the documents sent to the Combined Service Division regarding the organizational matters of the Development Officers are published on the website of the Ministry and, the relevant documents can be checked through the following links.

- i) Deficiencies in the documents submitted for absorption.  
<https://www.pubad.gov.lk/web/images/contents/cs-services/dos/dos-deficiencies-in-the-documents-submitted-for-absorption.pdf>
- ii) Deficiencies in the documents submitted for confirmation in service, promotions and other organizational matters  
<https://www.pubad.gov.lk/web/images/contents/cs-services/dos/dos-deficiencies-in-the-doc-submitted-for-confirmation-promotion-other-organizational-matters.pdf>
- iii) Deficiencies in the documents submitted for transfers  
<https://www.pubad.gov.lk/web/images/contents/cs-services/dos/dos-transfer-requests-with-deficiencies.pdf>

03. However, I observe that the deficiencies in the documents indicated on the website of the Ministry are not sufficiently perfected and sent.

04. Therefore, you are kindly informed to notify the officers in charge of the organizational matters of the Development Officers in your institution to check the above documents published on the Ministry's website regularly.

05. You are kindly informed to furnish the particulars of the subject officers who are handling the establishment matters of the Development Officers in your institution and a staff officer in charge of the establishment matters relevant to this coordination in conformity with the Annex attached herewith and send the same to the email address - [adcsdos2.pubad@gmail.com](mailto:adcsdos2.pubad@gmail.com) before 30.09.2021, in order to communicate without difficulty,

Sgd/ S. Alokabandara  
Director General of Combined Services