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பொது நிர்வாக, உள்ளாட்டலுவல்கள், மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு
Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government

නිදහස් වතුරොය, කොළඹ 07, ශ්‍රී ලංකාව
சுதந்திர சதுக்கம், கொழும்பு 07, இலங்கை
Independence Square, Colombo 07, Sri Lanka

මගේ අංකය
எனது இல
My No

MPA/HRD/HR09/2024

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

2024.02.07

Secretaries of Ministries
Secretaries of State Ministries
Chief Secretaries of Provinces
Heads of Departments
District Secretaries/ Government Agents
Divisional Secretaries
Chairpersons of State Corporations, Statutory Boards

Development of Human Resources in the Public Sector

Your attention is hereby drawn to the Public Administration Circular No: 02/2018 dated 24.01.2018 and Public Administration Circular No: 02/2018 (1) dated 30.11.2023 on the above matter.

02. Accordingly, it is hereby informed to provide the necessary instructions and guidance for the staffs of all the institutions which are under you to take action as per the provisions of the said circulars and carry out the operations in a proper manner.

03. Further, you are kindly informed to nominate a senior officer to bear the responsibility of preparing a Human Resource Development Plan, organizing capacity development programmes and conducting training programmes for the capacity development of the officers of your institution and send the name, post, telephone number and email address of the relevant officer to the Human Resource Development Division of this ministry.

04. Further, kindly send a soft copy of the Human Resource Development Plan prepared by your institution for year 2024 to the email address. hrdpubadgovlk@gmail.com

05. Your cooperation with regard to the human resource development in the public service is highly appreciated.

Sgd/ Pradeep Yasarathne

Secretary

Ministry Public Administration, Home Affairs, Provincial Councils and Local Government

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