



රාජ්‍ය පරිපාලන, ස්වදේශ කටයුතු, පළාත් සභා හා පළාත් පාලන අමාත්‍යාංශය  
பொது நிர்வாக, உள்ளாட்டலுவல்கள், மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு  
Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government

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

මගේ අංකය  
எனது இல  
My No

MPA/PSD/C6/AT - 2023

ඔබේ අංකය  
உமது இல  
Your No

දිනය  
திகதி  
Date

29.05.2023

Secretaries of Ministries  
Chief Secretaries  
Secretaries of Commissions  
District Secretaries/ Government Agents  
Head of the Departments

**Appeals with regard to the Annual Transfers of the Officers  
in Sri Lanka Planning Service - 2023**

Reference the annual transfers of the officers in Sri Lanka Planning Service made in year 2023.

02. The decisions of the Board of Appeal with regard to the said transfers are submitted herewith.

03. Accordingly, all the transfers, which were due to be effective from 10.07.2023 to which no change was made as per the decision of the said Board of Appeals, shall be effective from 10.07.2023 and the transfer cycles of which dates after 10.07.2023 have been particularly mentioned, shall be effective on the said dates.

04. Therefore, you are kindly informed to release all the officers who are subjected to transfers from the present service station enabling them to report for duty at new service stations on the relevant date without waiting for the replacements to report for duty.

05. In such case where an officer who has received a transfer order in the due manner on an annual transfer order, does not report for duty at the new service station, action should be taken by the Head of the Department/ Institution to which the officer has been transferred, to issue the notification of vacation of post as per the Section 257 of the Procedural Rules of Public Service Commission.

Sgd/ K.D.N. Ranjith Asoka  
Secretary  
Ministry of Public Administration, Home Affairs,  
Provincial Council and Local Government

**Note – If an appeal is made to the Public Service Commission in respect of annual transfers, the application form V should be completed and referred to within 14 days.**

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**ANNUAL TRANSFER APPEAL BOARD DECISIONS**  
**Sri Lanka Planning Service - 2023**

| Emp. No.            | Name                                   | Current Work Place   | Transferred Work Places  | Grade | Decision of the Appeal Committee |
|---------------------|--|--|--|-------|----------------------------------|
| <b>Batch No. 01</b> |  |  |  |       |                                  |
| C2/76               | Mr. Chaminda Madarasinghe Siriwardhana | District Secretariat - Matara  | Southern Provincial Council  | I     | No Change                        |
| C3/46               | Ms. R.N. Dodampe Gamage                | Southern Provincial Council  | District Secretariat - Matara  | I     |                                  |
| <b>Batch No. 02</b> |  |  |  |       |                                  |
| C4/38               | Mrs. K.I.A. Kothalawala                | Divisional Secretariat - Thamankaduwa  | District Secretariat - Polonnaruwa   | II    | No Change                        |
| C1/249              | Ms. D.M.R.T. Dissaanayake              | District Secretariat - Polonnaruwa   | Divisional Secretariat - Thamankaduwa  | II    |                                  |
| <b>Batch No. 04</b> |  |  |  |       |                                  |
| C1/200              | Miss L.P.C. Fernando                   | Ministry of Irrigation   | Department of Technical education & training   | II    | Deferred for one year            |
| C4/85               | Ms. W.M.D. Kumari                      | Department of Technical education & training   | Ministry of Irrigation   | II    |                                  |
| <b>Batch No. 05</b> |  |  |  |       |                                  |
| C5/60               | Mrs. K.A.R. Pieris                     | Ministry of Agriculture - Livestock Division   | Department of National Planning  | II    | Cancelled                        |
| C3/90               | Mr. K.N.P. Jayarathna                  | Department of National Planning  | Ministry of Agriculture - Livestock Division   | II    |                                  |
| <b>Batch No. 05</b> |  |  |  |       |                                  |
| C1/51               | Mrs. K.D.A. Gunawardhana               | Divisional Secretariat - Ja Ela  | Department of Project Management and Monitoring                                      | II    | Deferred for one year            |
| C4/158              | Ms. B.C.B. Thilakarathne               | Department of Project Management and Monitoring                                      | Divisional Secretariat - Ja Ela  | II    |                                  |
| <b>Batch No. 06</b> |  |  |  |       |                                  |
| C2/106              | Mrs. H.G.C. Sudarshani                 | District Secretariat - Gampaha   | Ministry of Women, Child Affairs and Social Empowerment - Social Empowerment Section | II    | Cancelled                        |
| C3/101              | Ms. J.M.A.L. Jayakody                  | Ministry of Women, Child Affairs and Social Empowerment - Social Empowerment Section | District Secretariat - Gampaha   | II    |                                  |
| <b>Batch No. 07</b> |  |  |  |       |                                  |
| C5/118              | Mrs. W.R.A.L.P. Ranasinghe             | Divisional Secretariat - Mahara  | Western Provincial Council   | II    | Deferred for one year            |
| C1/217              | Ms. A.P.P. Abeysekera                  | Western Provincial Council   | Divisional Secretariat - Mahara  | II    |                                  |
| <b>Batch No. 08</b> |  |  |  |       |                                  |
| C2/38               | Mrs. S. Senanayaka                     | District Secretariat - Gampaha   | Department of National Planning  | II    | Cancelled                        |
| C4/135              | Ms. D.A. Niharepola                    | Department of National Planning  | District Secretariat - Gampaha   | II    |                                  |

| <b>Batch No. 09</b> |                             |   |   |     |                       |
|---------------------|-----------------------------|---|---|-----|-----------------------|
| C5/83               | Miss R.P.S. Prasadini       | District Secretariat - Gampaha                          | Ministry of Women, Child Affairs and Social Empowerment | II  | No Change             |
| C5/120              | Ms. T.E.M. Peiris           | Ministry of Women, Child Affairs and Social Empowerment | Ministry of Transport and Highways                      | II  |                       |
| C5/66               | Mr. C.S. Punchibandara      | Ministry of Transport and Highways                      | District Secretariat - Gampaha                          | II  |                       |
| <b>Batch No. 10</b> |                             |   |   |     |                       |
| C1/147              | Mrs. M.C.S. Devasundara     | Ministry of Mass Media                                  | Ministry of Agriculture                                 | II  | No Change             |
| C1/226              | Ms. D.N. Ambeypitiya        | Ministry of Agriculture                                 | Ministry of Mass Media                                  | II  |                       |
| <b>Batch No. 11</b> |                             |   |   |     |                       |
| C5/62               | Mrs. G.P.L. Pushpakumari    | District Secretariat - Kurunagala                       | North Western Provincial Council                        | II  | Cancelled             |
| C3/81               | Mrs. K.M.A. Jayathilaka     | North Western Provincial Council                        | District Secretariat - Kurunagala                       | II  |                       |
| <b>Batch No. 12</b> |                             |   |   |     |                       |
| C1/143              | Mrs. A.T.I. Dayananda       | Northern Western Provincial Council                     | District Secretariat - Kurunagala                       | II  | No Change             |
| C3/96               | Mrs. J.H.D.S.K. Jayathilaka | District Secretariat - Kurunagala                       | Northern Western Provincial Council                     | II  |                       |
| 2019/O/71           | Mrs. K.K.Y. Dilhani         | Divisional Secretariat - Balapitiya                     | Not Given   | III | Can't be accomplished |
| 2019/L/17           | Mr. T.Jeyandan              | Divisional Secretariat - Pudukudirappu                  | Not Given   | III |                       |

**Appeals on Annual Transfers**

Making appeals to the Public Service Commission on the Decisions with regard to  
Annual Transfers in Sri Lanka Planning Service – Year 2023  
Particulars of the Appellant

a. Personal Details

|  |                                   |  |   |          |
|--|-----------------------------------|--|---|----------|
| 01. Name with initials:-   |                                   |  |   |          |
| 02. Post and Class   |                                   |  |   |          |
| 03. Date of Birth:<br>YYYY/MM/DD   | 04. Age:<br>(As at<br>31.12.2022) | 05. National<br>Identity Card<br>No:               |   | 06. Sex: |
| 07. Permanent Address:<br><br>Divisional Secretary's<br>Division:<br><br>District: | 08. Temporary Address:            |  | 09. Telephone No:<br>Office:<br><br>Personal: |          |
| 10. Marital Status:  | 11. Name of the spouse:           | 12. Occupation and service stations of the spouse: |   |          |
| 13. Number of children   | 14. Age of the children:          | 15. Schools Attending:                             |   |          |

b. Service particulars:

|   |                 |  |                   |    |
|---|-----------------|--|-------------------|----|
| 16. Date of appointment to the post:                                |                 |  |                   |    |
| 17. Present service station:  |                 | 18. The town where the service station is located:   |                   |    |
| 19. Date of reporting to the present service station:<br>YYYY/MM/DD |                 | 20. Period of service at the present service station: (As at 31.12.2022)<br>.....Years.....Months.....Days |                   |    |
| 21. Previous service stations                                       | Service Station |  | Period of service |    |
|   | 1               |  | From              | To |
|   | 2               |  |                   |    |

|                        |   |  |  |  |
|------------------------|---|--|--|--|
| in the public service: | 3 |  |  |  |
|                        | 4 |  |  |  |
|                        | 5 |  |  |  |
|                        | 6 |  |  |  |

c. Particulars on request for transfer (Mark  $\checkmark$  in the relevant cage)

| 22  | Have applied for annual transfers | Have not applied for annual transfers | If applied for transfers, service stations applied for |   |
|---|-----------------------------------|---------------------------------------|--|---|
|   |                                   |                                       |  | 1 |
|   |                                   |                                       | 2  |   |
|   |                                   |                                       | 3  |   |
|   |                                   |                                       | 4  |   |
|   |                                   |                                       | 5  |   |
| Indicate the service stations, if transfer orders have been received:   |                                   |                                       |  |   |
| The distance from the place of residence of the officer to the service station to which he/she has been transferred (k.m) – |                                   |                                       |  |   |
| Number of officers of the transfer cycle.....   |                                   |                                       |  |   |

|     |   |  |
|-----|---|--|
| 23. | Have applied for the committee for reviewing annual transfers     |  |
|     | Have not applied for the committee for reviewing annual transfers |  |

24. Whether the officer requested for annual transfers in the previous years:

The years in which the requests have been made for transfers and the service stations

|  | Year in which the request has been made for transfers | Service station to which the requests have been made for transfers |
|--|---|--|
|  |   |  |
|  |   |  |
|  |   |  |

25. Decisions received with regard to the requests for annual transfers as per No. 24 above:  
 (If a transfer order has not been received, indicate the same)

d. Particulars of the request made to the committee for reviewing annual transfers

|   |  |   |
|---|--|---|
| 26. Request made to the committee for reviewing annual transfers: |  |   |
| Cancellation of the transfer                                      |  | If applied for revision of the transfer, the service stations requested for<br>1.<br>2.<br>3. |
| Revising the transfer   |  |   |
| Obtaining a new transfer  |  |   |

27. Decision of the committee for reviewing annual transfers

e. Particulars of the appeal made to the Public Service Commission:

28. Reasons for making an appeal against the decision of the Committee for reviewing the Transfers:

1. ....
2. ....
3. ....

29. Certified copies of the written evidence to prove the above reasons are attached as following Annexes.

- Annex (01) .....
- Annex(02) .....
- Annex(03) .....

30. Reliefs sought

1. ....
2. ....
3. ....

I hereby declare that all the above particulars are true and accurate.

.....  
Date

.....  
Signature

f. Recommendations of the Head of the Ministry/ Department

I hereby certify that the above particulars submitted by the officer are accurate in accordance with his/ her personal file. I recommend the appeal made to the Public Service Commission with regard to the Annual

Transfers 2023. I do not recommend the appeal made to the Public Service Commission with regard to the Annual Transfers 2023 due to the reasons below.

- i. ....
- ii. ....
- iii. ....

.....  
Date

.....  
Signature

g. Recommendation of the Transfer Authority

- i. Number of officers who are involved in the transfer cycle.....
- ii. Recommendation on the appeal:  
.....  
.....  
.....  
.....

.....  
Date

.....  
Signature

**Appeals on Annual Transfers**

Making appeals to the Public Service Commission on the Decisions with regard to  
Annual Transfers in Sri Lanka Planning Service – Year 2023

Particulars of the successor

I. Name and post of the appellant:

.....

II. Particulars of the successor relevant to the appellant

a. Personal Details

|                                   |                             |  |          |
|-----------------------------------|-----------------------------|--|----------|
| 01. Name with initials:-          |                             |  |          |
| 02. Post and Class                |                             |  |          |
| 03. Date of Birth:<br>DD/MM/ YYYY | 04. Age: (As at 31.12.2022) | 05. National Identity Card No:                     | 06. Sex: |
| 07. Permanent Address:            | 08. Temporary Address:      | 09. Telephone No:<br>Office :-<br>Personal :-      |          |
| 10. Marital Status:               | 11. Name of the spouse:     | 12. Occupation and service stations of the spouse: |          |
| 13. Number of children            | 14. Age of the children:    | 15. Schools Attending:                             |          |

b. Service particulars:

|                                      |  |
|--------------------------------------|--|
| 16. Date of appointment to the post: |  |
| 17. Present service station:         | 18. The town where the service station is located: |



|   |                 |  |                   |    |
|---|-----------------|--|-------------------|----|
| 19. Date of reporting to the present service station:<br>DD /MM/ YYYY |                 | 20. Period of service at the present service station: (As at 31.12.2022)<br><br>.....Years.....Months.....Days |                   |    |
| 21. Previous service stations in the public service:                  | Service Station |  | Period of service |    |
|   |                 |  | From              | To |
|   | 1               |  |                   |    |
|   | 2               |  |                   |    |
|   | 3               |  |                   |    |
| 4   |                 |  |                   |    |

c. Particulars of the request for transfer (Mark  $\surd$  in the relevant cage)

|  |  |  |  |  |
|--|--|--|--|--|
| 22   | Have applied for annual transfers 2021 | Have not applied for annual transfers 2021 | If applied for transfers, service stations applied for |  |
|  |  |  | 1  |  |
|  |  |  | 2  |  |
|  |  |  | 3  |  |
| Indicate the service stations, if transfer orders have been received:<br><br>The distance from the place of residence of the officer to the service station to which he/she has been transferred (k.m)<br><br>Number of officers of the transfer circle: ..... |  |  |  |  |

23. Whether the officer has applied for annual transfers in the previous years?

If the officer has applied for transfer, years and service stations to which transfers have been applied?

|  |  |   |
|--|--|---|
|  | Year in which the officer has applied for transfer | Service station to which the officer has applied for transfer |
|  |  |   |
|  |  |   |
|  |  |   |

|   |
|---|
| 24. Decision received with regard to the annual transfer requested as per 23 above: |
|---|

d. Particular on the request made to the committee for reviewing annual transfer:

|     |   |  |
|-----|---|--|
| 25. | Have applied for the committee for reviewing annual transfers     |  |
|     | Have not applied for the committee for reviewing annual transfers |  |

|  |   |  |
|--|---|--|
| 26. Request made to the committee for reviewing annual transfers:- |   |  |
| Cancellation of the transfer                                       |   | Service Station to which the transfer should be revised / a new transfer should be granted |
|  | 1 |  |
| Revising the transfer  | 2 |  |
| Obtaining a new transfer   | 3 |  |

27. Decision of the committee for reviewing annual transfers

e. Particulars on the request made to the Public Service Commission:

28. Whether an appeal has been/ has not been made to the Public Service Commission:

29. Recommendation of the transfer authority with regard to the possibility of implementing the transfer cycle without causing any prejudice to this officer, if the appellant's request is fulfilled:

.....

.....

.....

.....

.....  
Date

.....  
Signature