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நிதி அமைச்சு
MINISTRY OF FINANCE

මහලේකම් කාර්යාලය, කොළඹ 01,
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இலங்கை

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Your No. }

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திகதி } 08.01.2016
Date }

Public Finance Circular No. 01/2016

To:

All Secretaries to Ministries,
Chief Secretaries of Provincial Councils,
Heads of Departments,
District Secretaries,

Payments of Fees for Urgent Services to Government.

Provisions have been stipulated in the Section 1.2 of the Chapter IX of the Establishment Code in relation to the services rendered by public officers, though they are not applicable to any services that the government would obtain for outside public service.

02. If the Secretary to the Ministry is personally satisfied that there is no qualified person in the Ministry, Government or Semi Government Institutes to fulfill an urgent service required by the Government, the service of an external person or group of persons could be obtained. The service of retired public officers could also be obtained in this regard, except the service of retired public officers who are re-employed in a post of Government service or who works in a Government Institution on a temporary basis.

03. Such payments should be limited for urgent services to be obtained on short term basis not exceeding 60 days and the maximum amount payable for such services provided by external person/group of persons or retired public officers is Rs.60,000/=. Advance payments should not be made for this purpose and payments should be made on personal approval of the Secretary to the Ministry on completion of the respective service.

04. Terms of Reference should be clearly identified and service provider should be informed accordingly before assigning the respective service as stipulated in 02 and 03 above.

05. In case of exceeding the limits mentioned in 03 above, a request should be made to the Department of Public Finance for the Treasury approval explaining the reasons for those alterations with the recommendation of Accounting Officer and Chief Accounting Officer. The approval of the Deputy Secretary to the Treasury/Secretary to the Treasury would be taken on those requests by the Department of Public Finance.

06. The Public Finance Circular no 449 dated 21.02.2011 issued on this subject is hereby cancelled and these circular instructions are effective from 01.01.2016

07. This circular is issued with the concurrence of the Ministry of Public Administration and Management.

Sgd: R.H.S. Samarathunga
Secretary to the Treasury

Copies: 01. Secretary to the President
02. Secretary to the Prime Minister
03. Secretary to the Cabinet
04. Secretary to the Ministry of Public Administration and Management
05. Auditor General