



## UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 03/2013

No. 20, Ward Place,  
Colombo 07.

March 07, 2013

Vice Chancellors of Universities  
Rectors of Campuses  
Directors of Institutes

### **RECTIFICATION OF SALARY ANOMALIES OF THE UNIVERSITY STAFF BASED ON THE MANAGEMENT SERVICES CIRCULAR NO. 30(1) ON BUDGET PROPOSALS -2012**

Your attention is invited to Commission Circular No. 975 dated 13.01.2012 on revision of salaries of university staff as amended by Commission Circular No. 985 dated 15.05.2012 on rectification of salary anomalies as per budget proposals -2012 based on the Management Services Circular No. 30(1).

2. The Director-General of the Department of Management Services of Ministry of Finance & Planning by her letter No. DMS/E1/54/7/313/1 dated 31.01.2013 has informed to replace the salary scales applicable to certain categories of university staff who were in service as at 26.06.2012 by using the salary scales as revised by the National Salaries and Cadres Commission(NSCC) based on the Management Services Circular No. 30(1). The Secretary/ National Salaries and Cadres Commission by his letter - No. NSCC/8/8/299/S-IV dated 11.02.2013 has further informed the recommendations made by the NSCC with regard to certain issues to be rectified with the revised salary scales. The Commission at its 868<sup>th</sup> meeting held on 21.02.2013 having considered the above letters along with the letter No. IR/21/19/2012 dated 19.02.2013 sent by the Commissioner General of the Department of Labour, decided to implement the instructions given therein, for rectification of salary anomalies of the university staff.

3. Accordingly, the revised salary scales as at 01.01.2012, except the salary scales under the categories of Junior, Middle and Senior Executives, are given in **Annex - I** of this circular by which the Annex- I of Commission Circular No. 985 is replaced. The salary conversion tables sent along with Commission Circular No. 975 may be used for conversion of revised salaries with that of U-PL 1(Sp II) in Commission Circular No. 985 as done at present.

4. The circular instructions with regard to conversion of salaries of the staff under the Junior, Middle and Senior Executive levels will be notified in due course.

5. In conversion of revised salaries of the salary scales where a separate salary scale is provided for the incumbents, Higher Educational Institutions should take action to convert those salaries into the corresponding step of the revised salary scale assigned for the incumbents as the case may be. In the event, where the corresponding salary step cannot be found in the respective conversion table, that should be determined by

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counting the value of the last increment of the salary scale, until it reaches the value of the corresponding step of the employee concerned. However, granting of his/her future increments after the above placement of salary, should be limited to the due number of increments available in the salary scale initially assigned for each grade of the post concerned (not in the incumbent salary scale). Hence, he/she will not, thereafter, be granted any increments in this manner, until he/she secures the promotion, if any. Moreover, as a result of the placement of salary in this nature, the employee concerned will not become eligible for consideration of any promotion on the basis that he/she has reached the maximum step of the salary scale.

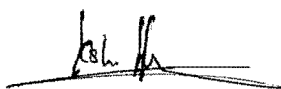
6. With regard to the salary scales of incumbents which carry an Efficiency Bar (EB) at a certain point of the salary scale, action should be taken to convert those salaries into the corresponding salary step of the revised salary scale despite the fact that the corresponding step would fall beyond the EB. However, in the event of failure of the employee concerned to fulfill the EB requirements in the specified period of time as per the scheme of recruitment, his/her future increments of the salary scale should not be granted until such time he/she satisfies the EB requirements.

7. In the case of employees carrying the salary scale of U-MN 1(III B), those who have been provided with a salary increment of which monetary value is less than that of being drawn under Commission Circular No. 975, action should be taken to pay such an employee, the difference between the monetary value of the increment drawn and that of the new increment by a '**Matching Allowance**' on personal to holder basis. This Matching Allowance, for all purposes should be treated as a part and parcel of the salary.

8. In the case of employees coming under the salary code of U-PL 1(Sp II) who were drawing salaries as per Commission Circular No. 975 at the time Commission Circular No. 985 was issued, as instructed by the Secretary/ NSCC, permission is hereby granted to pay their salaries by following the U-PL 1(Sp II) salary scale in Commission Circular No. 975 on personal to holder basis and the related conversion table attached to the same circular is made re-valid for this purpose. Accordingly, salary adjustments of the employees concerned should be done where necessary.

9. The other provisions in Commission Circular No. 975 and 985 will remain unchanged.

10. Please take action accordingly.



**Prof. Kshanika Hirimburegama**  
Chairperson

**Cc:**

1. Secretary/ Ministry of Higher Education
2. Chairman's Office/UGC
3. Vice-Chairman/UGC
4. Members of the UGC
5. Secretary/UGC
6. Deans of Faculties
7. Registrars of Universities
8. Accountant/UGC
9. Bursars of Universities
10. Librarians/SAL/AL of the Higher Educational Institutions/ Institutes
11. Deputy Registrars/ Snr. Asst. Registrars/ Asst. Registrars of Campuses/Institutes
12. Deputy Bursars/ Snr. Asst. Bursars/Asst. Bursars of Campuses/Institutes
13. Chief Internal Auditor/UGC
14. Govt. Audit Superintendents of Universities
15. Snr. Asst. Int. Auditors/Asst. Int. Auditors of HEIs
16. Secretaries of Trade Unions
17. Auditor-General

UGC/HR/2/9/86

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**EXISTING & REVISED SALARY SCALES**  
(Commission Circular No: 03/2013)

**EXISTING SALARY SCALE AS AT**  
31.12.2011

**REVISED SALARY CODES & SCALES**

**Professor/Senior Professor (U-AC 5-2006)**

**(U-AC 5-2006-A)**

Rs. 50905 – 7x850; 12x900 – 67655 p.m.

Rs. 56505 – 7x1310; 12x1425 – 82775 p.m.

<b>U-AC 5(I)</b> Rs. 57755 – 11x900 – 67655 p.m.	<b>U-AC 5(I)</b> Rs. 67100 – 11x1425 – 82775 p.m.
<b>U-AC 5(II)</b> Rs. 50905 – 13x850 – 61955 p.m.	<b>U-AC 5(II)</b> Rs. 56505 – 13x1310 – 73535 p.m.

**Associate Professors(U-AC 4-2006)**

**(U-AC 4-2006-A)**

<b>U-AC 4</b> Rs. 45850 – 3x800; 10x850 – 56750 p.m.	<b>U-AC 4</b> Rs. 49945 – 13x1050 – 63595 p.m.
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**Lecturer (Prob./ Senior Lecturers and Others (U-AC 3- 2006)**

**(U-AC 3-2006-A)**

Rs. 26900 – 10x580; 13x700; 8x800 – 48250 p.m.

Rs. 27775 – 10x645; 13x790; 8x1050 – 52895 p.m.

<b>U-AC 3(I)</b> Rs. 42650 – 7x800 - 48250	<b>U-AC 3(I)</b> Rs. 45545 – 7x1050 – 52895 p.m.
<b>U-AC 3(II)</b> Rs. 37650 – 11x700 – 45350 p.m.	<b>U-AC 3(II)</b> Rs. 39755 – 11x790 – 48445 p.m.
<b>U-AC 3(III)</b> Rs. 33450 – 5x700 – 36950 p.m.	<b>U-AC 3(III)</b> Rs. 35015 – 5x790 – 38965 p.m.
<b>U-AC 3(IV)</b> Rs. 26900 – 10x585 – 32750 p.m.	<b>U-AC 3(IV)</b> Rs. 27775 – 10x645 – 34225 p.m.

**Temporary Lecturers and Others (U-AC 2-2006)**

**(U-AC 2-2006-A)**

Rs. 25145 – 3x585 – 26900 p.m.

Rs. 26020 – 3x585 – 27775 p.m.

<b>U-AC 2</b> Rs. 25145 – 3x585 – 26900 p.m.	<b>U-AC 2</b> Rs. 26020 – 3x585 – 27775 p.m.
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**EXISTING SALARY SCALE AS AT 31.12.2011**

**REVISED SALARY CODES & SCALES**

**Demonstrators/ Tutors and Others  
(U-AC 1-2006)**

**(U-AC 1-2006-A)**

<b>U-AC 1</b> Rs. 20755 p.m. (fixed)	<b>U-AC 1</b> Rs. 21370 p.m. (fixed)
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**Chief Medical Officers (U-MO 2-2006)**

**(U-MO 2-2006-A)**

<b>U-MO 2</b> Rs. 45095 – 15x800 – 57095 p.m.	<b>U-MO 2</b> Rs. 46660 – 15x1050 – 62410 p.m.  <b>Rs. 47710- 14x1050 - 62410 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b>
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**Medical Officers/ Dental Surgeons (U-MO 1-2006) (U-MO 1-2006-A)**

Rs. 27485 – 10x585; 22x735 – 49505 p.m.

Rs. 28360 – 10x645; 22x790 – 52190 p.m.

<b>U-MO 1(I)</b> Rs. 41420 – 11x735 – 49505 p.m.	<b>U-MO 1(Snr. MO)</b> Rs. 43500 – 11x790 – 52190 p.m.
	<b>[Salary scales to be implemented with the revision of SORs]</b>  <b>U-MO 1(I)</b> Rs. 36390 – 8x790 – 42710 p.m.
<b>U-MO 1(II)</b> Rs. 27485 – 10x585; 22x735 – 49505 p.m.	<b>U-MO 1(II)</b> Rs. 28360 – 10x645; 1x790– 35600 p.m.  <b>Rs. 29005- 9x645; 1x790 - 35600 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b>



**EXISTING SALARY SCALE AS AT  
31.12.2011**

**REVISED SALARY CODES & SCALES**

**Academic Support Seg. 1 (U-AS 2-2006)**

**(U-AS 2-2006-A)**

Rs. 25145 – 15x585; 15x735 – 44945 p.m.

Rs. 26020 – 15x645; 15x790 – 47545 p.m.

<p><b>U-AS 2(Sp)</b> Rs. 32165 – 3x585; 15x735 – 44945 p.m.</p>	<p><b>U-AS 2(I)</b> Rs. 33115 – 4x645; 15x790 – 47545 p.m.  <i>Rs. 33760- 3x645; 15x790 - 47545 p.m.</i> <b>(For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-AS 2(I)</b> Rs. 25145 – 3x585 – 26900(EB) – 27485 – 15x585 – 36260 p.m.</p>	<p><b>U-AS 2(II)</b> Rs. 26020 – 3x645 – 27955 (EB) 28600 – 14x645 – 37630 p.m.  <b>Rs. 26665- 3x645-28600(EB) 29245 -13x645-37630 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>

**Academic Support Seg. 2 (U-AS 1-2006)**

**(U-AS 1-2006 -A)**

Rs. 20755 – 6x260; 10x280 – 25115 p.m.

Rs. 21370 – 10x320; 20x360 – 31770 p.m.

<p><b>U-AS 1(II)</b> Rs. 22595 – 9x280 – 25115 p.m.</p>	<p><b>U-AS 1(I)</b> Rs. 24930 – 19x360 – 31770 p.m.</p>
<p><b>U-AS 1(III)</b> Rs. 20755 – 14x260 – 24395 p.m.</p>	<p><b>U-AS 1(II)</b> Rs. 21370 – 18x320 – 27130 p.m.  <b>Rs. 22010- 16x320 - 27130 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012 )</b></p>

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**EXISTING SALARY SCALE AS AT  
31.12.2011**

**REVISED SALARY CODES & SCALES**

**Management Assistants –  
Technical/ Non – Technical (U-MN 4-2006-A) (U-MN 4-2006-A)**

Rs. 21475 – 6x290; 6x420; 4x465; 5x585 – 30520 p.m.

Rs. 22240 – 6x320; 10x465; 5x585 – 31735 p.m.

<p><b>U-MN 4(I)</b> Rs. 23635 – 5x420; 4x465; 5x585 – 30520 p.m.</p> <p><b>(For Works Superintendent – Special Grade)</b> <b>U-MN 4(I)</b> Rs. 23635 – 3x420 – 24895(EB) 25315 – 1x420; 4x465; 5x585 – 30520 p.m.</p>	<p><b>U-MN 4(I)</b> Rs. 24625 – 9x465; 5x585 – 31735 p.m.</p> <p><b>Rs. 25090- 8x465;5x585 - 31735 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p> <p><b>(For Works Superintendent – Special Grade)</b> <b>U-MN 4(I)</b> Rs. 24625 – 3x465 – 26020 (EB) 26485 – 5x465; 5x585 – 31735 p.m.</p> <p><b>Rs. 25090- 3x465-26485(EB) 26950 - 4x465;5x585 -31735 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-MN 4(II)</b> Rs. 21475 – 20x290; 1x325 – 27600 p.m.</p>	<p><b>U-MN 4(II)</b> Rs. 22240 – 20x320; 1x465 – 29105 p.m.</p> <p><b>Rs. 22880- 18x320; 1x465 - 29105 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>



**EXISTING SALARY SCALE AS AT  
31.12.2011**

**REVISED SALARY CODES & SCALES**

**Associate Officers – Seg.1 (U-MN 3-2006)**

**(U-MN 3-2006-A)**

Rs. 21475 – 10x290; 5x420; 5x465; 15x585 – 37575 p.m.

Rs. 22240 – 10x320; 10x465; 16x585 – 39450 p.m.

<p><b>U-MN 3(I)</b> Rs. 32310 – 9x585 – 37575 p.m.</p>	<p><b>U-MN 3(Sp)</b> Rs. 33015 – 11x585 – 39450 p.m.</p> <p><b>Rs. 34185- 9x585 - 39450 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-MN 3(II)</b> Rs. 25215 – 3x420; 5x465; 15x585 – 37575 p.m.</p>	<p><b>U-MN 3(I)</b> Rs. 25905 – 9x465; 4x585 – 32430 p.m.</p> <p><b>Rs. 26835- 7x465; 16x585 - 39450 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-MN 3(III)</b> Rs. 21475 – 10x290; 5x420; 5x465; 15x585 – 37575 p.m.</p>	<p><b>U-MN 3(II)</b> Rs. 22240 – 18x320- 28000 p.m.</p> <p><b>Rs. 22880- 8x320;10x465;16x585 - 39450 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>

**Associate Officers – Seg 2 (U-MN 2 -2006)**

**(U-MN 2 -2006 -A)**

Rs. 19095 – 6x185; 4x245; 18x290; 8x325 – 29005 p.m.

Rs. 19470 – 10x245; 18x320; 8x360 – 30560 p.m.

<p><b>U-MN 2(I)</b> Rs. 21475 – 17x290; 8x325 – 29005 p.m.</p>	<p><b>U-MN 2(I)</b> Rs. 22240 – 17x320; 8x360 – 30560 p.m.</p> <p><b>Rs. 22880- 15x320; 8x360 - 30560 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-MN 2(II)</b> Rs. 19095 – 6x185; 12x245 – 23145 p.m.</p>	<p><b>U-MN 2(II)</b> Rs. 19470 – 18x245 – 23880 p.m.</p> <p><b>Rs. 20205- 15x245 - 23880 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>

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**EXISTING SALARY SCALE AS AT  
31.12.2011**

**REVISED SALARY CODES & SCALES**

**Management Assistants –  
Technical (U-MT 1-2006)**

**(U-MT 1-2006- A)**

Rs. 16260 – 5x130; 2x155; 15x185; 19x245 –  
24650 p.m.

Rs. 16535 – 7x155; 11x185; 10x245; 13x320 –  
26265 p.m.

<p><b>U-MT 1(I)</b> Rs. 19625 – 2x185; 19x245 – 24650 p.m.</p>	<p><b>U-MT 1(I)</b> Rs. 20635 – 6x245; 13x320 – 26265 p.m.</p> <p><b>Rs. 21125- 4x245; 13x320 - 26265 p.m. (For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-MT 1(II)</b> Rs. 17960 – 14x185 – 20550 p.m.</p>	<p><b>U-MT 1(II)</b> Rs. 18360 – 7x185; 9x245 – 21860 p.m.</p> <p><b>Rs. 19100- 3x185; 9x245 - 21860 p.m. (For incumbents who were in service as a 26.06.2012.)</b></p>
<p><b>U-MT 1(III) (Incumbent up to 11.08.2006)</b> Rs. 16935 – 2x155; 10x185 – 19095 p.m.</p>	<p><b>U-MT 1(IIIB) (For incumbents recruited prior to 11.08.2006)</b> Rs. 18175- 7x185 - 19470 p.m.</p>
<p><b>U-MT 1(III)</b> Rs. 16260 – 5x130; 2x155; 10x185 – 19070 p.m.</p>	<p><b>U-MT 1(IIIA)</b> Rs. 16535 – 7x155; 10x185 – 19470 p.m.</p> <p><b>Rs. 17465- 1x155; 10x185 - 19470 p.m. (For incumbents who were in service as at 26.06.2012)</b></p>

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**EXISTING SALARY SCALE AS AT  
31.12.2011**

**REVISED SALARY CODES & SCALES**

**Management Assistants –  
Non Technical (U-MN1-2006)**

**(U-MN1-2006-A)**

Rs. 15870 – 7x130; 3x155; 15x185; 16x245 –  
23940 p.m.

Rs. 16070 – 10x155; 11x185; 10x245 – 10x320 –  
25305 p.m.

<p><b>U-MN 1(I)</b> Rs. 19095 – 5x185; 16x245 – 23940 p.m.</p>	<p><b>U-MN 1(I)</b> Rs. 19900 – 9x245; 10x320 – 25305 p.m.  <b>Rs. 20390- 7x245; 10x320 - 25305 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-MN 1(II)</b> Rs. 17430 – 14x185 – 20020 p.m.</p>	<p><b>U-MN 1(II)</b> Rs. 17805 – 16x185 – 20765 p.m.  <b>Rs. 18545- 12x185 - 20765 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b></p>
<p><b>U-MN 1(IIIB)</b> Rs. 16520 – 2x130; 3x155; 7x185 – 18540 p.m. (Incumbent up to 11.08.2006)</p>	<p><b>U-MN 1(IIIB) (For incumbents recruited prior to 11.08.2006)</b> <b>Rs. 17620 – 7x155 – 18705 p.m.</b></p>
<p><b>U-MN 1(IIIA)</b> Rs. 15870 – 7x130; 3x155; 7x185 – 18540 p.m.</p>	<p><b>U-MN 1(IIIA)</b> Rs. 16070 – 17x155 – 18705 p.m.  <b>Rs. 17000- 11x155 - 18705 p.m.</b> <b>(For incumbents who were in service as at 26 06.2012)</b></p>

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**EXISTING SALARY SCALE AS AT  
31.12.2011**

**REVISED SALARY CODES & SCALES**

**Primary Level 2 (U-PL 2-2006)**

**Primary Level Semi-Skilled (U-PL 2-2006 A)**

Rs. 15470 – 11x130; 9x155; 22x185 – 22365 p.m.

Rs. 14670 – 10x140; 10x155; 10x185; 12x200 – 21870 p.m.

<b>U-PL 2(Sp)</b> Rs. 18140 – 1x155; 22x185 – 22365 p.m.	<b>U-PL 2(Sp)</b> Rs. 19670 – 11x200 – 21870 p.m.
<b>U-PL 2(I)</b> Rs. 17365 – 6x155; 7x185 – 19590 p.m.	<b>U-PL 2(I)</b> Rs. 17805 – 16x185 – 20765 p.m.
<b>U-PL 2(II)</b> Rs. 16250 – 5x130; 4x155; 5x185 – 18445 p.m.	<b>U-PL 2(II)</b> Rs. 16225 – 16x155 – 18705 p.m.
<b>U-PL 2(III)</b> Rs. 15470 – 11x130 – 16900 p.m.	<b>U-PL 2(III)</b> Rs. 14670 – 16x140 – 16910 p.m.

**Primary Level 2 (U-PL 1)**

**Primary Level Unskilled (U-PL 1- 2006 A)**

Rs. 14150 – 16x120; 14x130; 4x155; 8x185 – 19990 p.m.

Rs. 14150 – 10x130; 10x140; 10x155; 12x185 – 20620 p.m.

<b>U-PL 1(Sp II)</b> Rs. 17890 – 4x155; 8x185 – 19990 p.m.	<b>U-PL 1(Sp II)</b> Rs. 19510 – 6x185 – 20620 p.m.
<b>U-PL 1(Sp I)</b> Rs. 17240 – 5x130; 4x155; 8x185 - 19990 p.m.	<b>U-PL 1(Sp I)</b> Rs. 18585 – 11x185 – 20620 p.m.
<b>U-PL 1(I)</b> Rs. 16200 – 13x130 – 17890 p.m.	<b>U-PL 1(I)</b> Rs. 17005 – 14x155 – 19175 p.m.  <b>Rs. 17315- 12x155 - 19175 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b>
<b>U-PL 1(II)</b> Rs. 15470 – 10x120 – 16670 p.m.	<b>U-PL 1(II)</b> Rs. 15590 – 14x140 – 17550 p.m.  <b>Rs. 16570- 7x140 - 17550 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b>
<b>U-PL 1(III)</b> Rs. 14150 – 15x120 – 15950 p.m.	<b>U-PL 1(III)</b> Rs. 14150 – 15x130 – 16100 p.m.  <b>Rs. 15060- 8x130 - 16100 p.m.</b> <b>(For incumbents who were in service as at 26.06.2012)</b>

EXISTING SALARY SCALE AS AT  
31.12.2011

REVISED SALARY CODES & SCALES

U-PL 3

Primary Level – Skilled (U-PL 3- 2006 A)

None

Rs. 15650 – 10x140; 10x155; 10x185; 12x200 –  
22850 p.m.

None	<b>U-PL 3(Sp)</b> Rs. 20650 – 11x200 – 22850 p.m.
None	<b>U-PL 3(I)</b> Rs. 18785 – 16x185 – 21745 p.m.
None	<b>U-PL 3(II)</b> Rs. 17205 – 16x155 – 19685 p.m.  <b>Rs. 17515- 14x155 - 19685 p.m.</b> <b>[For incumbents in U-PL 2(II) salary scale at the time of Comm. Cir. No. 975 was issued ]</b>
None	<b>U-PL 3(III)</b> Rs. 15650 – 16x140 – 17890 p.m.  <b>Rs. 16490- 10x140 - 17890 p.m.</b> <b>[For incumbents in U-PL 2(III) salary scale at the time of Comm. Cir. No. 975 was issued ]</b>

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