



## UNIVERSITY GRANTS COMMISSION

**ESTABLISHMENTS CIRCULAR LETTER NO.20/2013**

No. 20, Ward Place,  
Colombo 07.

December 31, 2013

Vice Chancellors of Universities  
Rectors of Campuses  
Directors of Institutes

### **GRANTING OF SALARY INCREMENTS ON STAGNATION AT THE MAXIMUM STEP OF THE SALARY SCALE**

Your attention is invited to Commission Circulars No. 894 dated 05.09.2007 and No. 909 dated 12.03.2009 regarding the above.

The Commission at its 884<sup>th</sup> meeting held on 07.11.2013 having considered the instructions given by the Secretary to the Treasury by his letter of DMS/E1/54/7/313/2 decided that the employees who have reached the maximum salary step in their salary scales be allowed to earn annual salary increments equal to the value of the last increment of the salary scale relevant to their post, without stagnating on the maximum of their salary scale.

The provisions of this circular will come into force w.e.f. January 01, 2014.

Please take action accordingly.

**Prof. Kshanika Hirimburegama**  
Chairperson

Copies :

1. Secretary/ Ministry of Higher Education
2. Chairperson'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. 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/2/3/13/16

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