

UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 09/2014

No. 20, Ward Place,
Colombo 07.

September 22, 2014

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

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

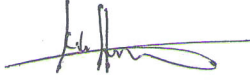
Your attention is invited to Commission Circular No. 894 dated 05.09.2007 as amended by Commission Circular No. 909 dated 12.03.2009 and Establishments Circular Letter No. 20/2013 dated 31.12.2013 regarding the above.

The Commission at its 899th meeting held on 07.08.2014 having considered the clarifications sought by the Universities and the existing provisions for granting of salary increments on stagnation at the maximum salary step, as instructed by the Secretary to the Treasury by his letter of DMS/E1/54/7/313/2, decided that the following procedure be followed in granting increments on stagnation ;

1. 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 the salary scale with effect from 01.01.2014 .
2. In the case of employees who have stagnated at the maximum or beyond the maximum of the salary scale before 01.01.2014, action should be taken to grant them due number of increments for each year of service during the stagnated period and to adjust the relevant salary step to the date of increment in 2014 without any arrears being paid for the period prior to 01.01.2014.
3. The same procedure followed in granting the annual increment by considering the performance and attendance, should be made applicable when granting increments to employees on stagnation as well.

Provisions of Commission Circulars No. 894 and 909 of 05.09.2007 and 12.03.2009 respectively, and Establishments Circular Letter No. 20/2013 of 31.12.2013 are rescinded with the implementation of this circular.

Please take action accordingly.



Prof. Kshanika Hirimburegama
Chairperson

Copies :

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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
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