



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO. 12/2016

No. 20, Ward Place
Colombo 07

15.12.2016

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

DETERMINING OF EFFECTIVE DATE OF PROMOTION TO THE POST OF SENIOR LECTURER GRADE II

1. (a) In terms of paragraph 30 (a) of Division II of Chapter X of the Establishments Code of the University Grants Commission & Higher Educational Institutions, every teacher on probation who is abroad on study leave and who had obtained a Masters Degree shall be confirmed in his appointment as such, but he/she should not be promoted except on resumption of duties after obtaining the requisite qualifications and after satisfying the stipulated period of service as Lecturer (Probationary).
(b) Commission Circular No.963 of 30.08.2011, states that "any teacher on probation may be granted leave with pay for the purpose of obtaining a postgraduate degree locally, provided such prescribed course of study should be followed on full time basis".
(c) Post no. 3 and 7 of the Commission Circular No. 721 of 21.11.1997 and subsequent circulars amending the requisite qualifications, gives the requisite qualifications and the stipulated period of service for confirmation / promotion of teachers holding the posts of Lecturer (Probationary) and Lecturer (confirmed).
(d) Commission Circular No. 721 read with the Establishment Code paragraph mentioned in (1) above provides that a Lecturer (Probationary) during the period of study leave granted to pursue postgraduate studies locally or abroad cannot be promoted to the post of Senior Lecturer Grade II and can only be considered for confirmation in his/her post.
(e) The cardinal principle well established in the above rules is that an application for **promotion** cannot be considered before the completion of the study leave granted.
2. It has been brought to the notice of the Commission that certain academic staff members who were holding the post of Lecturer (Probationary) / Lecturer (Confirmed) have been promoted to the post of Senior Lecturer Grade II with effect from dates that fall during their period of study leave locally/abroad. It is noted that there is a tendency for teachers holding the post of Lecturer (Probationary) / Lecturer (Confirmed) and on study leave to break their study leave and apply for Senior Lecturer Grade II positions and to resume their study leave after being granted the promotion.
3. The Commission considers the practice mentioned in paragraph 2 above as unfair and against the spirit of the principle referred to in paragraph 1 above and at its 949th meeting held on 22.09.2016, decided that a university teacher cannot be considered for promotion to Senior Lecturer Grade II during an intermediate period of study leave. The teacher concerned should have either **completed** his/her study leave or **terminated** his/her study leave due to justifiable reasons acceptable to the Governing Authority, to be eligible for promotion to the post of Senior Lecturer Grade II.

4. Accordingly,

- (a) A teacher holding the post of Lecturer (Probationary) / Lecturer (Confirmed) and is on study leave locally or abroad can be considered for promotion to Senior Lecturer Grade II only after he/she resumes duties at the end of the study leave if he/she possess the requisite qualifications and the stipulated period of service as Lecturer (Probationary) and Lecturer as specified in Post no. 3 and 7 of the Commission Circular No. 721 of 21.11.1997 and subsequent circulars amending the requisite qualifications.
- (b) The date of promotion of a teacher holding the post of Lecturer (Probationary) / Lecturer (Confirmed) and is on study leave locally or abroad shall be the date of resumption of duties at the end of the study leave or the date on which he/she satisfy the requisite qualifications and the stipulated period of service as Lecturer (Probationary) and Lecturer as specified in Post no. 3 and 7 of the Commission Circular No. 721 of 21.11.1997 whichever occurs later.

The Commission further decided that if there are any teachers who have been promoted to the post of Senior Lecturer, Grade II with effect from a date which falls during their period of study leave locally or abroad, such dates of promotion should be corrected to the date as stipulated in paragraph 4 above.

Further, necessary action should be taken to place such teachers at the appropriate salary step on promotion as at that date and accordingly to adjust the payments which have already been made.

Please take action accordingly and bring this to the notice of the academic staff concerned.



Professor Mohan de Silva
Chairman

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