



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 18/2017

No. 20, Ward Place
Colombo 07

08th December, 2017


Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

Granting Special Loan Advance to the Public Officers who were affected by Flash Floods, Flood and Landslide occurred in 2017

The University Grants Commission at its 976th meeting held on 23.11.2017 having noted the response of the Department of Management Services decided to adopt Public Administration Circular No. 14/2017 dated 28.06.2017 on "Granting Special Loan Advance to the Public Officers who were affected by Flash Floods, Flood and Landslide occurred in 2017" in the University System.

The Commission further decided that the above loan advance to be paid before 31.12.2017 in the University System subject to the provisions of the said circular, though the validity period of applying for such loan advance had expired on 31.08.2017 as mentioned in the Public Administration Circular. Funds for above purpose should be managed within the existing budgetary provisions.

A copy of the Public Administration Circular No. 14/2017 dated 28.06.2017 is enclosed herewith for your information and compliance.


Prof. Mohan de Silva
Chairman

- Copies:
1. Secretary/ Ministry of Higher Education & Highways
 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. Internal Auditor/UGC
 14. Govt. Audit Superintendents of Universities
 15. Snr. Asst. Int. Auditors of HEIs
 16. Secretaries of trade Unions
 17. Auditor -General

Public Administration Circular : 14/2017

My No: EST-6/04/LON/1042
Ministry of Public Administration
and Management
Independence Square
Colombo 07

28.06.2017

Secretaries to Ministries
Chief Secretaries of Provinces
Heads of Departments

**Granting a Special Loan Advance to the Public Officers who were affected by Flash Flood,
Flood and Landslides occurred in 2017**

A decision has been taken by the Government to grant a interest free Special Loan Advance to Public Officers who were affected due to Flash Flood, Flood and Landslides occurred as a result of the heavy rain reported in various areas all over the island during May 2017.

02. This Special Loan Advance equivalent to six folds of the basic monthly salary can be granted to the permanent officers subject to the recovery of the total amount by thirty six (36) similar monthly installments and an amount equivalent to three folds of monthly basic salary can be granted to officers serving on temporary or casual basis subject to the recovery of the total amount by eighteen (18) similar monthly installments, commencing from the month falls immediately after the month in which the loan advance was granted.

03. This loan is exempted from the limit of the aggregate of the monthly reduction which can be made from the salary mentioned in Sub Section 3:5 Chapter XXIV of the Establishments Code.

04. In order to obtain this Special Loan Advance the respective officer should submit the request as per the specimen No. 01 attached herewith which should have been certified by the Divisional Secretary along with the recommendation of the Grama Niladhari of the relevant area.

05. The Head of the institution should submit the request for special loan advance for the approval of the Head of the Department only if he is satisfied personally regarding the accuracy of the request certified by the Divisional Secretary.
06. This Special Loan Advance should strictly be granted to the officers who were affected by the Flash Flood, Flood and Landslides occurred in various areas of the island in May 2017 due to heavy rain.
07. The permanent officers of the Public Service are not required to produce guarantors for this Special Loan Advance. However, the officers who are serving on temporary or casual basis should name an officer confirmed in the Public Service as a guarantor as per the specimen No.02 attached herewith in order to obtain this loan advance.
08. This Special Loan Advance should not be paid after 31.08.2017
09. This Circular is issued with the concurrence of the General Treasury.

Sgd/. J. J. Rathnasiri

Secretary

Ministry of Public Administration and Management

