



## UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 15/2018

No. 20, Ward Place  
Colombo 07

26<sup>th</sup> December, 2018


Vice Chancellors of Universities  
Rectors of Campuses  
Directors of Institutes

**Adoption of Public Administration Circular 28/2018- Commencement of Duties, Year - 2019**

Your attention is drawn to the Public Administration Circular No. 28/2018 of 26.12.2018.

You are kindly requested to follow the programme laid down in the above Circular on 01.01.2019 in your office premises.

A copy of the Public Administration Circular No. 28/2018 is enclosed herewith for your information and compliance.

  
**Prof. Mohan de Silva**  
Chairman

- Copies:
1. Secretary/ Ministry of City Planning, Water Supply and 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. Internal Auditor/UGC
  14. Govt. Audit Superintendents of Universities
  15. Snr. Asst. Int. Auditors of HEIs
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  17. Auditor –General