



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 1/2010

No.20, Ward Place,
Colombo 07.

January 04, 2010.

Vice-Chancellors of Universities
Rectors of Campuses
Directors of Institutes.

PAYMENT OF COST OF LIVING ALLOWANCE TO UNIVERSITY STAFF

Your kind attention is invited to the Establishments Circular Letter No. 02/2009 dated 19.01.2009, based on Management Services Circular No. 29(V) dated 06.01.2009 on the above subject.

2. On the basis of Management Services Circular No. 29(VI) of 24.12.2009 issued by the General Treasury addressed to all Secretaries of Ministries, Chairmen of State Corporations, Statutory Boards and Fully Government Owned Companies, the monthly cost of living allowance paid as per 2nd paragraph of the Establishments Circular Letter No. 02/2009 is revised upto Rs. 5250/- from 01.11.2009 as per a decision taken by the Cabinet of Ministers on 18.11.2009. The arrears for the months of November and December, 2009 should be paid along with the cost of living allowance which is due to the month of January, 2010.

3. The daily paid employees may be paid this allowance at the rate of Rs. 175/- per day upto a maximum of Rs. 5250/- per month.

4. Project employees who remunerate under Management Services Circular No. 33 of 05.04.2007 which was adopted by Establishments Circular Letter No. 8/2008 of 08.08.2008 can also be paid this allowance as per 2nd paragraph of this Circular letter.

5. Please take action accordingly.


(Prof. Gamini Samaranyake)
Chairman

- Cc:
1. Chairman's Office/UGC
 2. Vice-Chairman/UGC
 3. Members of the UGC
 4. Secretary/UGC
 5. Deans of Faculties
 6. Registrars of Universities
 7. Financial Controller/UGC
 8. Bursars of Universities
 9. Librarians/ SAL/AL of the Higher Educational Institutions/ Institutes
 10. Deputy Registrars/ Snr. Asst. Registrars/ Asst. Registrars of Campuses/ Institutes
 11. Deputy Bursars/Snr. Asst. Bursars/Asst. Bursars of Campuses/Institutes
 12. Chief Internal Auditor/UGC
 13. Govt.Audit Superintendents of Universities
 14. Snr.Asst.Int.Auditors/ Asst.Int.Auditors of HEII
 15. Secretaries of Trade Unions
 16. Auditor –General

File No: UGC/HR/6/1/24