



UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 938

No.20, Ward Place,
Colombo 07
15th November 2010

Vice-Chancellors of Universities
Directors of Institutes
Rectors of Campuses

SABBATICAL LEAVE TO TEACHERS AND OFFICERS

Your attention is invited to Section 5(b) of Commission Circular No.408 of 20th October 1989 regarding Sabbatical Leave to Teachers and Officers.

2. The University Grants Commission at its 812th meeting held on 16th September 2010 decided to amend Section 5(b) of the Commission Circular No.408 as follows, in view of the provisions of amendment Act. No. 57 of 2009;

“Teachers should terminate sabbatical leave before the 64th Birthday.

In the case of officers, Sabbatical Leave should be terminated and resume duties before the 54th Birthday if the officer wishes to retire from the service on completion of the age of 55 years.

If an officer wishes to continue in service up to the age of 57 years he/she should terminate the sabbatical leave and resume duties before his/her 56th birthday”

3. The other provisions of Commission Circular No. 408 and subsequent amendments made in this regard will remain unchanged.

4. 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

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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 Campus /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 HEIs
15. Secretaries of Trade Unions
16. Auditor – General

File No: UGC/HR/6/4/3