



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO.13/2011

No.20, Ward Place,
Colombo 07

19.07.2011

Vice-Chancellors of Universities
Rectors of Campuses
Directors of Institutes

PAYMENT FOR RESOURCE PERSONNEL ENGAGED IN STAFF DEVELOPMENT ACTIVITIES IN UNIVERSITIES/ HIGHER EDUCATIONAL INSTITUTES

Your attention is drawn to Commission Circular No. 937 of 10.11.2010 issued with regard to Strengthening the Staff Development Activities in the Universities / Higher Educational Institutions.

2. The Commission at its 828th meeting held on 23.06.2011 approved the following rates of payment for resource personnel hired for training programmes/ workshops conducted by the Staff Development Centres (SDCs) in Universities in order to have a uniform system of payment.

	<u>Maximum</u>	<u>Minimum</u>
For a session of one hour	Rs.2500/-	Rs.1000/-
For half a day session (3 hours)	Rs.6000/-	Rs.3000/-
Additional hour after 3 hour session	Rs.1000/-	Rs.500/-

3. The amount payable to resource personnel within the above range should be decided, depending on their qualifications/ designations.
4. Please take action accordingly.


(Prof. Gamini Samaranayake)
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 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

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