



UNIVERSITY GRANTS COMMISSION

Establishments Circular Letter No. 20/2011

No. 20, Ward Place,
Colombo 07.

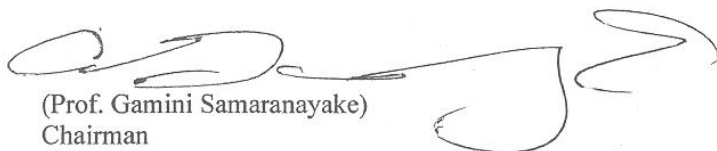
11.11.2011

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

TRANSFERS OF ADMINISTRATIVE / FINANCIAL OFFICERS, NON ACADEMIC/ NON ADMINISTRATIVE STAFF

The University Grants Commission at its 835th meeting held on 06.10.2011 decided to fill all the vacancies arise due to inter university transfers of employees in the university system and to keep the Department of Management Services (DMS) informed of the same.

Higher Educational Institutions/ Institutes are requested accordingly to implement the transfers approved by the UGC, fill vacancies arise due to such transfers and inform the DMS for its information about filling of such vacancies arise due to inter university transfers.


(Prof. Gamini Samaranayake)
Chairman

Cc:

1. Secretary/ Ministry of 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. Chief Internal Auditor/UGC
14. Govt. Audit Superintendents of Universities
15. Snr. Asst. Int. Auditors/Asst. Int. Auditors of HEIs
16. Secretaries of Trade Unions
17. Auditor-General

File No. UGC/HR/5/2/1