



# UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 12/2012

No. 20, Ward Place  
Colombo 07  
19<sup>th</sup> June 2012

Vice Chancellors of Universities  
Rectors of Campuses  
Directors of Institutes

## TAILORING FEES FOR OFFICIAL UNIFORMS

Your attention is drawn to Commission Circular No. 810 dated 04<sup>th</sup> October 2002.

2. The University Grants Commission at its 849<sup>th</sup> meeting held on 10.05.2012 decided to adopt the Public Administration Circular No 14/2011 of 22<sup>nd</sup> August 2011 on the above subject.
3. The other provisions of Commission Circular No.810 will remain unchanged subject to the above amendments.
4. A copy of the Public Administration Circular No 14/2011 of 22<sup>nd</sup> August 2011 is enclosed herewith for your information and compliance.
5. Please take action accordingly.

(Prof. Gamini Samaranayake)  
Chairman

- Copies:
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 of HEIs
  16. Secretaries of trade Unions
  17. Auditor –General

My No: - EST-8/UNIFO/06/V  
Ministry of Public Administration and  
Home Affairs  
Independence Square  
Colombo 07  
22 August 2011

Secretaries to Ministries  
Chief Secretaries of Provincial Councils and  
Heads of Departments

**Tailoring Fees for Official Uniforms**

The tailoring fees for official uniforms determined under Public Administration Circular No: 12/2008 dated 30.05.2008 are revised with effect from 01.01.2012 in the following manner.

<b><u>Official Uniform</u></b>	<b><u>Tailoring Fee per Unit</u></b>
01. National Shirt	Rs. 275.00
02. Coat	Rs. 450.00
03. Coat to be worn during official Ceremonies	Rs. 800.00
04. Short Sleeved Shirt (Khaki)	Rs. 250.00
05. Short Sleeved Shirt (White)	Rs. 225.00
06. Pair of Trousers (Short)	Rs. 250.00
07. Pair of Trousers (Short Khaki)	Rs. 225.00
08. Pair of Trousers (Long)	Rs. 375.00
09. Over Coat	Rs. 475.00
10. Sarong	Rs. 45.00
11. Short Sleeved Bush Shirt With four pockets (Safari Coat)	Rs. 450.00
12. Saree jacket	Rs. 350.00
13. To hem a Saree	Rs. 50.00
14. Skirt	Rs. 200.00
15. Blouse	Rs. 200.00

This Circular is issued with the concurrence of the General Treasury.

sgd. P.B. Abeykoon  
Secretary  
Ministry of public Administration and  
Home Affairs