



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 10/2014

No. 20, Ward Place
Colombo 07
29th August, 2014

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

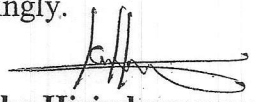
SABBATICAL LEAVE TO TEACHERS & OFFICERS

Your kind attention is invited to Commission Circular No. 408 of 26.10.1989 and all the Commission Circulars, Establishments Circular Letters connected with granting of Sabbatical Leave for Teachers & Officers.

The Commission at its 899th meeting held on 07.08.2014 has decided to grant sabbatical leave to the holders of following posts in the university system.

- Works Engineer- Grade II and above (salary code U-EX 2(II) and above)
- Project Manager (salary code U-EX 2(II))

This circular is effective from 07.08.2014. Please take action accordingly.


Prof. Kshanika Hirimburegama
Chairperson

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 2. Chairperson'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

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