

UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO. 01/2009

No. 20, Ward Place, Colombo 07. 02nd January, 2009.

Vice-Chancellors of Universities, Rectors of Campuses, Directors of Institutes,

PAYMENT OF SPECIAL ADVANCE TO UNIVERSITY EMPLOYEES - 2009

Payment of Special Advance not exceeding Rs.2500/- should be made to the University employees for 2009 in keeping with the provisions of PA Circular No. 29/2008 of 30th December, 2008 subject to the other conditions stipulated in P.A. Circular No. 20/2006 of 25th November, 2006.

2. A copy of the P.A. Circular No.29/2008 is enclosed herewith for necessary action.

(Prof. Gamini Samaranayake) Chairman

Copies to: 1.

- 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 Campuses/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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