

UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 08 / 2015

No. 20, Ward Place, Colombo 07.

August 5, 2015

Vice Chancellors of Universities Rectors of Campuses Directors of Institutes

SCHEME OF RECRUITMENT FOR THE POST OF SUB-WARDEN GRADE II, I AND SPECIAL GRADE

Your attention is invited to the Publication issued by the UGC in 1986 on 'Schemes of Recruitment & Procedure for Appointment' and to Commission Circulars No. 525 of 30.06.1992, No. 623 of 31.03.1995 and letter No. UGC/HR/2/3/182 dated 12.02.1998 on the above subject.

- 2. The University Grants Commission at its 904th meeting held on 17.10.2014 decided to reduce the required service period specified in the existing scheme of recruitment, for promotion of Sub-Warden(full-time) Grade II to Grade I, from 7 years to 6 years and for promotion of Sub-Warden(full-time) Grade I to Special Grade, from 13 years to 10 years.
- 3. Accordingly, the amended Scheme of Recruitment for the posts of Sub-Warden Grade II, Grade I and Special Grade is annexed —Annex.
- 4. The Scheme of Recruitment is effective from 01.01.2015 until such time the revised Schemes of Recruitment of all categories of university staff as per the Department of Management Services Circular No. 30, come into effect.
- 5. Commission Circulars No. 525 of 30.06.1992 and 623 of 31.03.1995 are hereby rescinded.
- 6. Please take action accordingly.

Prof. Mohan de Silva

Chairman

Copies:

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