



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 02/2016

No. 20, Ward Place
Colombo 07
05th May, 2016

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

Adoption of Public Administration Circular No. 31/(2001) (XI) - List of Names of Disciplinary Inquiry Officers

The University Grants Commission at its 938th meeting held on 07.04.2016 decided to adopt the Public Administration Circular No 31/2001 (XI) dated 29.02.2016 for implementation in the University System.

Copy of the above Public Administration Circular is enclosed herewith for your information and compliance.

Please take action accordingly.

Professor. P.S.M. Gunaratne
Vice Chairman
for 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. Snr. Asst. Int. Auditors of HEIs
 16. Secretaries of Trade Unions
 17. Auditor -General

File No: UGC/HR/6/2/47

Public Administration Circular : 31/2001(XI)

My No: EST-9/DICIP/06/0234
Ministry of Public Administration and
Management
Independence Square
Colombo 07.

29.02.2016

Secretaries to Ministries
Chief Secretaries of Provinces
Heads of Departments

**List of Names of Disciplinary Inquiry Officers under Sub-Section 19.5, Chapter XLVIII,
Volume II of the Establishments Code**

In terms of the provisions in Sub-Section 19:5, Chapter XLVIII, Volume II of the Establishments Code, names of the Disciplinary Inquiry Officers indicated in Schedule No. 01 attached herewith are newly included to the list of names of disciplinary inquiry officers published in Public Administration Circulars given below.

No: 31/2001	- 03.12.2001	No: 31/2001 (I)	- 13.12.2002
No: 31/2001 (II) -2004	- 13.10.2004	No: 31/2001(III) -2005	- 28.12.2005
No: 31/2001 (IV) -2007	- 03.08.2007	No: 31/2001(V) -2008	- 31.10.2008
No: 31/2001 (VI)-2010	- 08.10.2010	No: 31/2001(VII)-2011	- 12.10.2011
No: 31/2001(VIII)-2012	- 13.02.2013	No: 31/2001(IX)-2014	- 25.01.2014
No: 31/2001(X)	- 12.02.2015		

02. The revisions made in respect of inquiry officers indicated in the list of names published by above Circulars are mentioned in Schedule No. 02.

03. At the instances where it is difficult to appoint the officers already in service as disciplinary inquiry officers without causing interruption to their duties, the retired officers mentioned in Schedule No. 01 can be appointed to tribunals in addition to the officers included in circulars mentioned in paragraph 01 subject to the provisions in Sub-Section 19:3, as mentioned in sub-section 19:6, Chapter XLVIII, Volume II of the Establishments Code.

04. However, the disciplinary inquiry officers cannot act as prosecuting or defending officers at the instances specified by Sub-section 19:14, Chapter XLVIII, Volume II of the Establishments Code.

05. Attorneys-at-Law whose names are indicated in the list of disciplinary inquiry officers published by Public Administration Circular No: 35/92 (II) dated 26.06.1995 and 35/92 (IV) dated 13.11.1997 can act further as disciplinary inquiry officers.

06. Officers who expect to be registered in the pool of disciplinary inquiry officers as per the provisions of Public Administration Circular 02/2001 (I) dated 11.10.2001 after their retirement, should submit their applications in accordance with the specimen mentioned in Annex I of Public Administration Circular No: 31/2001(VIII)-2012 dated 13.02.2013 and the list of names of retired officers who become qualified out of them will be published from time to time.

Sgd./ J. Dadallage
Secretary

Ministry of Public Administration and Management

List of Names of Disciplinary Inquiry Officers under Sub-Section 19.5, Chapter XLVIII,
Volume II of the Establishments Code

Serial No.	Name with initials	Address and telephone No.	Post held at last in public service	Ministry/Department/Institution	Districts in which disciplinary inquiries can be conducted	Medium in which disciplinary inquiries can be conducted
01.	Mr. R.M. Ranjith Kumaradasa	Kurunegala Road, Vila Katupotha, Variyapola 071-4392909	Assistant District Secretary	District Secretariat, Gampaha	Kurunegala, Putalam, Gampaha, Colombo	Sinhala
02.	Mr. D.S. Gammanpila	36 A, 4 th Lane, Pitakotte 011-2869962	Accountant	Ministry of Foreign Affairs	Colombo, Gampaha, Kalutara, Rathnapura, Badulla	Sinhala
03.	Mr. P.T.G. Gunathilaka	No. 07, Pethum Uyana, Kundasale, Kandy. 071-8155910	Chief Accountant and Chief Financial Officer (Acting)	Sri Lanka Customs	All the Districts except the Districts in Northern and Eastern Provinces.	Sinhala
04.	Mr. W.M. Gunasingha	Kandy Road, Millawa, Kurunegala 071-8277873	Divisional Superintendent of Post	Department of Posts	Kurunegala, Colombo, Gampaha, Kegalle, Kandy, Rathnapura, Anuradhapura, Puttalam	Sinhala

05.	Mr.M.G.U.Gunasekara	367, Pahala Bomiriya, Kaduwela 077-6736066	Director (Administration)	Commission to Investigate Allegations of Bribery and Corruption	All districts	Sinhala, English
06.	Mr.R.A.Chandrarathna	248/1, Meegahawatta, Delgoda 011-2976211 071-2525049	Chief Accountant	Department of Government Information	Gampaha, Colombo, Kalutara, Kegalle, Kurunegala	Sinhala
07.	Mr.D.L.P.Dias	Ihalagama, Weveldeniya 033-2286759	Assistant Auditor General	Auditor General's Department	Colombo, Gampaha, Galle, Matara, Kandy, Kurunegala	Sinhala
08.	Mr.R.Thenuwara	93, 5 th Street, Siddhamulla 071-4454336	Chief Accountant	Ministry of Public Administration and Home Affairs	Colombo, Kalutara, Gampaha, Galle, Matara	Sinhala, English
09.	Mr.S.A.Disananda	466/10, Panukerepitiyawatta, Hidellana, Rathnapura 071-4050097	Assistant Chief Secretary (Administration)	Chief Secretary's Office (Sabaragamuwa Provincial Council)	Rathnapura, Kegalle, Badulla, Monaragala, Colombo	Sinhala
10.	Mr.M.L.C.Fernando	Sherwood Estate, Perera Road, Bandarawela 055-2224950 077-2546633	Deputy Chief Secretary- (Engineering Service) Uva Provincial Council	Uva Provincial Council	All districts	Sinhala, English
11.	Mr.B.M.K.Mohottala	35/5, Samagi Mawatha, Thalahena, Malambe 011-2789914 077-4708309	Assistant Auditor General	Auditor General's Department	Colombo, Kalutara, Gampaha, Rathnapura	Sinhala

Revisions made with regard to Disciplinary Inquiry Officers published by Public Administration Circulars

(Revisions made are marked as *)

Serial Number	Circular Number and Serial Number	Name	Address and Telephone Number	Post held at last in public service	Ministry/ Department/ Institution	Districts in which disciplinary inquiries can be conducted	Medium in which disciplinary inquiries can be conducted
1	31/2001(X) Schedule No:01 Serial No.:01	Mr.W.Abewarna	50/9/B, Pubudu Mawatha, Maththegoda, Polgasovita *011-2783439 *071-0475449	Deputy Urban Commissioner (Acting)	Colombo Municipal Council	Colombo, Matara, Hambantota,Kandy, Anuradhapura, Kurunegala	Sinhala, English
2	31/2001(III) Schedule No:01 Serial No:22	Mr.W.M.D.B. Weerakkodi	No.22/2, Peiris Mawatha, Panadura *038-3389088 *077-4564609	Assistant Divisional Transport Superintendent	Sri Lanka Railway Department	Colombo, Kalutara	Sinhala

12.	Mr.M.A.Rajasena	178/A, Sri Wimalarama Mawatha, Thalawitiya, Parakaduwa 071-8040551	Administrative Officer	Sabaragamuwa Governor's Office- Ratnapura	Rathnapura, Kegalle, Colombo, Kandy, Kurunegala	Sinhala
13.	Mr.M.K.W. Wickramaratna	6/10, 1 st Lane, Purana Road, Maharagama 077-3232064	Chief Secretary- Sabaragamuwa Provincial Council	Sabaragamuwa Provincial Council	Colombo, Gampaha, Kalutara	Sinhala, English
14.	Mr.W.M.S.Wijekoon	No. 94/2(100/1), Depanama, Pannipitiya 071-6851221	Additional Secretary	Ministry of Vocational and Technical training	Colombo, Gampaha, Kalutara, Nuwara Eliya	Sinhala