



UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 07/2016

No. 20, Ward Place,
Colombo 07.

June 3, 2016

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

AMENDMENT TO THE SELECTION COMMITTEE FOR THE POST OF BURSAR

Your reference is drawn to composition of the Selection Committee for the post of Bursar laid down in para.12 of Commission Circular No. 166 of 06.04.1982 and para 12 of Appendix III of the Establishments Code of the UGC & the Higher Educational Institutions on Procedure for Appointment.

02. The University Grants Commission having considered a clarification sought with regard to conducting of a Selection Committee for the post of Bursar in the absence of Registrar of the University, decided to amend the composition of Selection Committee for the post of Bursar at sub-para. (c), as follows ;

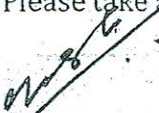
- a) The principal executive officer, who shall be the Chairman
- b) One member appointed by the Commission
- c) The Registrar of the University or the Open University or the Secretary of the University College, as the case may be;

In the absence of the permanent Registrar of the University or where an officer, not holding the post of Registrar, is acting in the post/attending to the duties of the office of Registrar, the University Grants Commission shall appoint a Registrar from another University.

- d) Two members appointed by the governing authority, of whom one shall be a senior public officer ;

Provided that at least one of members so appointed shall be a member of the Institute of Chartered Accountants of Sri Lanka or of the Institute of Cost and Management Accountants or of the Association of Certified and Corporate Accountants.

03. Please take action accordingly.


Professor Mohan de Silva
Chairman

Copies :

1. Secretary / Ministry of Higher Education & Highways
2. Chairman's Office/UGC
3. Vice-Chairman/UGC

Contd/2

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

UGC/HR/2/3/85

T/-