



## UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 17 /2016

No. 20, Ward Place,  
Colombo 07.

December 5, 2016

Vice Chancellors of Universities \*  
Rectors of Campuses  
Directors of Institutes

**REVISION OF SALARIES FOR THE STAFF OF UNIVERSITY GRANTS COMMISSION AND ACADEMIC  
& NON-ACADEMIC STAFF IN THE HIGHER EDUCATIONAL INSTITUTIONS 2016**

Your attention is invited to Commission Circulars No. 03/2013 of 07.03.2013, No. 03/2013(i) of 12.06.2013 and No. 03/2013(ii) of 27.06.2013 on rectification of salary anomalies of the university staff based on the Management Services Circular No. 30(1).

2. The Commission at its 949<sup>th</sup> meeting held on 22.09.2016 having considered the Department of Management Services Circular No. 04/2016 of 18.08.2016 on revision of salaries for the staff of University Grants Commission and academic & non-academic staff in the Higher Educational Institutions - 2016, which was sent by the Ministry of Higher Education and Highways (MOHE&H) by the letter No. HE/EST/02/UTUJC dated 23.08.2016, decided to implement the revised salary structure in the university system with effect from 01.01.2016. The letter sent by the Secretary/MOHE&H and the Management Services Circular No. 04/2016 are attached respectively in **Annex I and II**.

3. Following allowances being paid to university staff, have been incorporated in the new salary structure;

- (i) Special Allowance being paid in terms of Management Services Circulars No. 43, No. 46 and No. 48 as implemented by Commission Circulars No. 943 of 17.01.2011, No. 973 of 04.01.2012 and No. 999 of 04.01.2013 respectively.
- (ii) Interim Allowance of Rs. 10,000/- being paid in terms of P.A. Circulars No. 24/2014, No. 24/2014(i) and No. 05/2015 as implemented by Commission Circulars No. 12/2014 of 13.11.2014 and No. 03/2015 of 12.02.2015 respectively.

4. The revised salary scales specified in **Appendix I** of the DMS Circular should be implemented in 5 stages with effect from 01.01.2016 as mentioned in **Appendix II**.

5. Salary scales prepared in accordance with the salary code of each post coming under the main salary scales appeared in Appendix I, are given in **Annex III**. Revised Incumbent salary scales have not been specifically mentioned, since the salary scales reserved for the incumbents who were in service as at 26.06.2012 and 11.08.2006 are included in the revised salary scales. However, if it is required to get the revised salary scale of a particular employee carrying an incumbent salary scale which is significantly different from the normal salary scale of the post concerned [eg. U-MN 3(II) and U-MN-3(I)], action could be taken to formulate the revised incumbent salary scale by following the relevant salary conversion table/tables, as applicable.

Contd/-

6. However, as mentioned in para. 10 of the DMS circular, in each and every event of issuing letters of appointments/promotions, the relevant salary scale applicable for the year 2020 given in Annex III should be mentioned therein, and at the same time, it should be mentioned that the payment of salary would be made according to the Appendix II of the DMS Circular.

7. Instructions with regard to recovery of contributions to UPF, ETF and Pension Fund on the Special Allowance and the Interim allowance paid during the period from 01.01.2016 to 30.11.2016 will be informed in due course.

8. Since clarification has been sought from the DMS on certain matters regarding the DMS Circular No. 04/2016, the Higher Educational Institutions are required to comply with the provisions of this circular, until such time the reply of the DMS is received.

9. Please take action accordingly.



**Professor Mohan de Silva**  
Chairman

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