



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 12/2017

No. 20, Ward Place
Colombo 07

22nd August, 2017

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

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

The University Grants Commission at its 969th meeting held on 03.08.2017 decided to adopt the Public Administration Circular No 31/2001 (XII) dated 22.02.2017 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.


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. Snr. Asst. Int. Auditors of HEIs
 16. Secretaries of Trade Unions
 17. Auditor -General

File No: UGC/HR/6/3/37

Public Administration Circular : 31/2001(XII)

My No: EST-3/DICIP/06/0236
Ministry of Public Administration
and Management
Independence Square
Colombo 07.

22.02.2017

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 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	No: 31/2001(XI)	- 29.02.2016

02. The revisions made in respect of Inquiry Officers indicated in the list of names published by above Circulars are mentioned in Schedule 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 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 35/92(II) dated 26.06.1995 and Public Administration Circular 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 Annexure - 01 of Public Administration Circular 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.J. Rathnasiri
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 Number	Name with initials	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
01.	Mr.R.K.Upananda	132/B/1, "Derana" Polgollawatta, Polgolla. 081 2494332 072 4137492 071 9498175	Accountant	Base Hospital – Gampola	Kandy, Matale, Nuwara Eliya, Kurunegala, Anuradhapura	Sinhala
02.	Mr.W.W.M.Piyadasa	No.16, Jayagama, Badulla. 055 2226138 077 5488946	Provincial Public Management Assistants' Service – Supra Grade	Department of Local Government – Uva Province	Badulla, Monaragala, Nuwara Eliya.	Sinhala
03.	Mr.M.L.S.Fernando	No. 973/27, Pothuarava Road, Malabe. 011 2185703 071 8266414	Additional Secretary	Ministry of Provincial Councils and Local Government	Colombo, Kalutara, Gampaha.	Sinhala

04.	Mr.A.Ramanayaka	176/1 B, Suhada Mawatha, Rathmaldeniya Road, Aravvala, Pannipitiya. 011 2847033 077 6714225	Audit Superintendent II II	Auditor General's Department	Colombo	Sinhala
05.	Mr.D.B.Hemaratna	Usveliwatta, Midigama, Weligama. 041 2251147	Administrative Officer	Department of Education – Southern Province	Galle, Matara, Hambantota, Colombo, Kalutara	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
01.	31/2001(IV) – 2007 Schedule No: 01 Serial No: 28	Mr.B.F.L.D. Mendis	50/25, Jubilee Road, Katubedda, Moratuva. 011 2649094 077 3301710	*Deputy Director (Sri Lanka Planning Service- Grade I)	District Planning Secretariat – Anuradhapura	Colombo, Gampaha, Kalutara, Kandy, Anuradhapura, Badulla	Sinhala
02.	31/2001(VII) – 2011 Schedule No: 02 Serial No: 02	Mr. A.P. Sri Warnasinghe	*No 45/9M/10, Batagama Road, Kapuwwatta, Ja-Ela. *071 8382668 *077 7264462	Assistant Auditor General	Auditor General's Department	*Colombo, *Gampaha	Sinhala