



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO. 06 / 2018

No. 20, Ward Place,
Colombo 07.

April 05, 2018

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

INDUCTION TRAINING PROGRAMME FOR UNIVERSITY ADMINISTRATIVE AND FINANCIAL OFFICERS

The Commission at its 982nd meeting held on 08.03.2018 noted that in terms of Establishments Circular Letter No. 13/2014 of September 23, 2014, the completion of Induction Training Programme was made a compulsory requirement for the confirmation of Administrative and Financial Officers in their present posts.

The Commission further noted that there are Administrative and Financial Officers in the system who haven't been confirmed in their present posts, due to non-completion of the Induction Training Programme which is a prerequisite for their confirmation, though they have completed the probationary period successfully.

Accordingly, the Commission at the above meeting decided that Administrative and Financial Officers be confirmed in their present posts on successful fulfillment of other requirements on completion of probationary period, subject to the condition that they should follow the said training programme at earliest available opportunity.

Please take action accordingly.


Prof. Mohan de Silva
Chairman

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