

UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO. 06/2021(i)

No. 20, Ward Place Colombo 07

03rd January 2022

Vice Chancellors of Universities Rectors of Campuses Directors of Institutes

SABBATICAL LEAVE TO TEACHERS AND OFFICERS

Your attention is invited to the Paragraph 03 of the Establishments Circular Letter No. 06/2021 of 19.04.2021, on the above subject.

- 02. The Commission at its 1064th and 1068th meetings held on 07.10.2021 and 16.12.2021, respectively, having considered that the global pandemic of COVID 19 has not been curtailed entirely, decided to extend the concession given by Paragraph 03 of the Establishments Circular Letter No. 06/2021 for another period of one year.
- 03. Accordingly, the initial 6 months concession mentioned in Paragraph 04 of the Establishments Circular Letter No. 06/2021 will be extended for further one year period with effect from 19.10.2021.
 - 04. Please take action accordingly.

Senior Prof. Sampath Amaratunge Chairman

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- 2. Chairman's Office/UGC
- 3. Vice-Chairman/UGC
- 4. Members of the UGC
- 5. Secretary/UGC
- 6. Registrars of Universities
- 7. Deans of Faculties
- 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

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