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பல்கலைக்கழக மாணியங்கள் ஆணைக்குழு
UNIVERSITY GRANTS COMMISSION

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எனது இலக்கம்
My Number

UGC/HR/1/General (Library Services and Legal and Documentation)

තැපැල් පෙට්ටිය
அஞ்சல் பெட்டி
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Your Number

20, වෝඩ් පෙදෙස, කොළඹ 07, ශ්‍රී ලංකාව.
20, வாட்டு இடம், கொழும்பு 7, இலங்கை.
20, Ward Place, Colombo 07, Sri Lanka.

April 10, 2023

Vice-Chancellors of Universities
Rectors of Campuses
Directors of Institutes

Promotions of Assistant Registrar (Library Services) and Senior Assistant Registrar (Library Services) and Assistant Secretary/ Assistant Registrar (Legal & Documentation), Senior Assistant Secretary/ Senior Assistant Registrar (Legal & Documentation)

This refers to the Commission Circular No. 03/2020, on promotions to the posts of Senior Assistant Registrar (Library Services), Deputy Registrar (Library Services) and Senior Assistant Secretary/ Senior Assistant Registrar (Legal & Documentation), Deputy Secretary/ Deputy Registrar (Legal & Documentation) and the letter dated 15.03.2023 sent by the Director General/ Department of Management Services (DMS) on the above.

Accordingly, as per the instructions given by the above circular, the respective HEIs were required to upgrade the respective cadres with the approval of the DMS to accommodate the requests for promotions of aforesaid respective officers.

It is pertinent to note that DMS continuously withheld approving the upgrading of cadres to accommodate the promotions under the provisions stipulated by the Commission Circular No. 03/2020 of 01.06.2020 for promotions of officers in the categories of Legal and Documentation and Library Services due to certain policy issues.

However, having conducted several discussions and written correspondences, the Director General/ DMS by the letter dated 15.03.2023 has informed to take actions to process the promotions of respective officers who become eligible to apply for respective promotions under Establishments Circular Letter No. 06/2012 of 30.03.2012 up to 31.12.2022 on personal to the holder basis after obtaining approval from the DMS for creation of relevant posts. Accordingly, the effective date of promotions will be decided based on the date of creation of respective posts by the DMS.

Further, it is noteworthy that it has been informed by the DMS based on the recommendation of the National Pay Commission to cancel the Commission Circular No.668 dated 13.02.1996 with effect from 01.01.2023 and other circulars which contain similar provisions with respect to creation of cadres accommodating promotions if any. Hence, you are kindly informed that, this would be the last opportunity which accommodates requests for promotions as mentioned in the aforementioned letter of the DMS.

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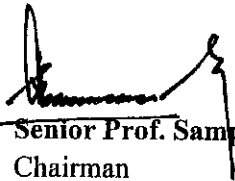
Therefore, you are kindly requested to make the contents of this letter available for attention of the officers concerned enabling the officers who wish to apply for promotions to submit their applications without any delay facilitating the submission of applications and recommendations to the UGC by the HEI before the deadline given below.

Accordingly, please send the recommendations made by the Selection Committee and Council with respect to the officers who are eligible to apply for promotions to the posts of Senior Assistant Registrar (Library Services), Deputy Registrar (Library Services) and Senior Assistant Secretary/ Senior Assistant Registrar (Legal & Documentation), Deputy Secretary/ Deputy Registrar (Legal & Documentation) up to 31.12.2022 to the UGC, as mentioned in the respective Schemes of Recruitment and other existing rules and regulations on or before 30th June 2023.

Kindly note that it is not required to resubmit the applications and recommendations on particular recruitments of which such recommendations have been submitted to the UGC already. Further note that actions will be taken to inform UGC nominees to the respective Selection Committees in the categories of Legal & Documentation and Library Services in response to the requests which have already made by the HEIs in near future.

In addition to that, all HEIs are advised to make requests for UGC nominees to the aforementioned Selection Committees well in advance facilitating the promotion procedure within the stipulated time frame.

Please take actions accordingly.


Senior Prof. Sampath Amaratunge
Chairman

Copies:

1. Registrars of Universities
2. Deputy Registrars/ Senior Assistant Registrars of HEIs
3. Assistant Secretary/ Personnel Division, UGC