

My No: HE/UD/02/RA
Ministry of Higher Education
No. 18, Ward Place
Colombo 07.
20th April 2011

To all Vice-Chancellors,

PAYMENT OF RESEARCH ALLOWANCE IN TERMS OF BUDGET PROPOSALS, 2011

In terms of the Budget Proposals of the Government for year 2011 a research allowance of 25% of the basic salary (without allowances) should be paid monthly to the University teachers subject to the following provisions. (This allowance will not carry any claim for pension or statutory allowances.)

02. The under-mentioned are eligible to receive this allowance

Members of Academic Staff who are in the permanent cadre in the university system Lecturer, Senior Lecturer (U-AC3 -2006), Associate Professor (U-Ac4 – 2006) and Professor/ Senior Professor (U-Ac5 – 2006) as categorized in Management Circular 2006/6.

03. Methodology

In order to be eligible to receive the Research Allowance for the relevant year commencing from 1st January to 31st December at least one of the following requirements has to be fulfilled;

- (i) Submission of sufficient evidence in proof of publishing research results of the self/ group in an international/ local scientific journal receiving approval and/ or presented at a relevant Symposium/ Conference or Technical Session, pertaining to the year for which the research allowance is entitled.
- (ii) By producing evidence that research activities have already been commenced and are being continued actively during the year for which research allowance is claimed, under the research grants received through international collaboration or approved Councils in Sri Lanka [National Science Foundation, National Research Council, Sri Lanka Council for Agricultural Research Policy] etc or funds received under research grants to Universities.
- (iii) Members of the academic staff who have not commenced research under the methodologies referred to in (i) and (ii) above, should submit a Research proposal containing the nature of the research, the time frame and methodology, to the Research Committee referred to in para 4 and are eligible to receive the research allowance with effect from January 01 of the relevant year.

- (iv) The Academic Staff who are on study leave or on sabbatical leave and engaged in research work locally or abroad by submitting copies of the Research Papers which were presented at a Symposium/ Conference as stated in (i) above.
- (v) By submitting the academic publications or proposed publications or a proposal regarding an academic publication or research publication or proposal regarding such publication to the Committee referred to para (iv) below.

The research allowance shall be paid for multi-authorship and the relevant teacher must submit such requests for the approval of University Research Committee/ Faculty Research Committee. When the Chairman or an authorized Member of the said Committee inform the Vice-Chancellor of the Committee's approval, he will be entitled to draw the research allowance with effect from January 01 of the relevant year.

04. Research Management

- (i) The University Research Committees and the Faculty Research Committees which have been established with the approval of the Senates of All National Universities can be used for Research Management.
- (ii) Research allowance could be paid w.e.f. 01.01.2011

05. Other Conditions

- (i) The Research allowance should not be paid for research which have been completed prior to 31.12.2010
- (ii) Research expenses should not be incurred from the provision granted to the institutions from the Consolidated Fund.
- (iii) The research allowance should be incurred from the Expenditure Head No. 1003 and in relation to Government Corporations and Statutory Boards, this research allowance should be borne from the relevant Expenditure Heads of salaries and other remuneration of each institution.
- (iv) The research activities expected by this Circular should not impede the duties of the permanent post.

06. This Circular is issued with the concurrence of the General Treasury.

Sgd./ Dr. Sunil Jayantha Nawaratne
Secretary
Ministry of Higher Education

- Cc.
- 01. Secretary to the President
 - 02. Secretary to the Prime Minister
 - 03. Auditor General
 - 04. Secretary, Ministry of Finance and Planning
 - 05. Secretary, National Salaries and Carders Commission
 - 06. Secretary, Ministry of Public Administration and Home Affairs
 - 07. Secretary, Ministry of Technology and Research
 - 08. Chairman, University Grant Commission