

UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO: 08 2012

No. 20, Ward Place Colombo 07 23rd April 2012

Vice Chancellors of Universities Rectors of Campuses Directors of Institutes

ATTACHMENT OF TRAINEES TO PUBLIC INSTITUTIONS FOR PRACTICAL TRAINING

Your attention is drawn to Establishment Circular Letter No 17/2011 dated 13th October 2011.

- 2. The University Grants Commission at its 846th meeting held on 30.03.2012 decided to adopt the Public Administration Circular No 12/2000 (IV) of 20th January 2012 on the above subject.
- 3. The allowance paid on daily basis to a trainee as per the provision of the above circular is hereby revised as Rs. 500/= to be effective from 01.01.2012.
- 4. The other provisions relating to attachment of trainees to public institutions for practical training will remain unchanged.
 - 5. Please take action accordingly.

(Prof. Gamini Samaranayake

Chairman

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- 2. Chairman's Office/UGC
- 3. Vice-Chairman/UGC
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- 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. Chief 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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