



UNIVERSITY GRANTS COMMISSION

Pension Circular Letter No: 07

22nd May, 2009

Vice Chancellors of Universities,
Directors of Institutes,
Rectors of Campuses,

SURVEY ON UNIVERSITY EMPLOYEES WHO WISH TO JOIN THE UNIVERSITIES PENSION SCHEME

In order to consider the Trade Unions' demand to give another opportunity to employees to join the Universities Pension Scheme, the Secretary, Ministry of Higher Education has requested the UGC to conduct an actuarial valuation of the Universities Pension Scheme.

The particulars of employees who joined permanent employment in the university system prior to 1st September 1999 and who wish to join the pension scheme are required for this valuation.

Accordingly, in order to collect the data a specimen application form in all three languages is enclosed herewith to be distributed to employees who did not join the pension scheme at the inception and wish to join the scheme now.

The collected data should be scheduled in a Microsoft Excel Worksheet as per the column headings given in the annexed sample sheet. This worksheet should be given the file name as "pension survey" and e-mail the same to pension@ugc.ac.lk on or before 15th June 2009.

These details are collected only for the purpose of conducting a survey.

Please bring the content of this circular letter to the notice of all the employees who are interested in this.



(Professor Gamini Samaranyake)
Chairman

C.C. Registrars of Universities
Deputy Registrars/Senior Assistant Registrars of Campuses and Institutes

විශ්වවිද්‍යාලීය විශ්‍රාම වැටුප් අරමුදලෙහි සමාජිකත්වය ලබාගැනීමට අපේක්ෂා කරන විශ්වවිද්‍යාලීය සේවකයින් අතර සිදුකෙරෙන සමීක්ෂණය

(දැනට සේවයේ නියුතු 1999 සැප්තැම්බර් 01 දිනට පෙර සිට විශ්වවිද්‍යාල පද්ධතියේ ස්ථීර සේවයේ යෙදී සිටින සහ අවස්ථාවක් ලදහොත් විශ්වවිද්‍යාල විශ්‍රාම වැටුප් ක්‍රමයට බැඳීමට අදහස් කරන විශ්වවිද්‍යාලීය සේවකයින් විසින් මෙම ආකෘති පත්‍රය පිරවිය යුතුය.)

ලේඛකාධිකාරී/ඡෝෂ්ඨ සහකාර ලේඛකාධිකාරී/ සහකාර ලේඛකාධිකාරී,

විශ්වවිද්‍යාලය/ආයතනය : _____

- විශ්වවිද්‍යාල විශ්‍රාම වැටුප් ක්‍රමයට බැඳීමට අවස්ථාව ලබාදීම පිළිබඳව සිදුකරනු ලබන සමීක්ෂණය සඳහා තොරතුරු ලබාදීමේ අරමුණින් මා විසින් පහත සඳහන් තොරතුරු සපයනු ලැබේ.

1. සේවකයාගේ නම : _____
2. උපන් දිනය : වර්ෂය - _____ මාසය - _____ දිනය - _____
3. ස්ත්‍රී පුරුෂ භාවය : _____
4. අධ්‍යයන/අනාධ්‍යයන සේවකයෙක් ද යන වග : _____
5. දැනට ලබන මූලික වැටුප : _____
6. දීමනා(විශ්වවිද්‍යාල අර්ථසාධක අරමුදල් දායකත්වයේදී සලකනු ලබන දීමනා පමණක්) : _____
7. විශ්වවිද්‍යාල අර්ථසාධක අරමුදල් අංකය : _____
8. විශ්වවිද්‍යාල ස්ථීර සේවයට බැඳුණු දිනය
වර්ෂය : _____ මාසය : _____ දිනය : _____

ඉහත සඳහන් තොරතුරු සත්‍ය හා නිවැරදි බවත් විශ්වවිද්‍යාල විශ්‍රාම වැටුප් ක්‍රමයට බැඳීමට අවස්ථාවක් ලදහොත් සාමාජිකයෙක් ලෙස ඉල්ලුම් කිරීමට අදහස් කරන අතර මෙම සමීක්ෂණ තොරතුරු පත්‍රිකාව විශ්වවිද්‍යාල විශ්‍රාම වැටුප් ක්‍රමයට බැඳීම සඳහා වන අයදුම්පතක් නොවන බව අවබෝධයෙන් යුතුව මෙය සම්පූර්ණ කල බවත් සහතික කරමි.

දිනය : _____
සේවකයාගේ අත්සන

- මෙම තොරතුරු රැස්කරනු ලබනුයේ සමීක්ෂණයක් සිදුකිරීමේ අරමුණෙන් පමණි.
- මෙම සමීක්ෂණ තොරතුරු පත්‍රිකාව නිවැරදිව හා සම්පූර්ණයෙන් පිරවිය යුතුය.
- 2009-06-05 දිනට හෝ ඊට පෙර මෙය ඔබ විශ්වවිද්‍යාලයේ/ආයතනයේ ලේඛකාධිකාරී/ඡෝෂ්ඨ සහකාර ලේඛකාධිකාරී/ සහකාර ලේඛකාධිකාරී වෙත ලබාදීමට කටයුතු කරන්න.
- මෙම සමීක්ෂණ තොරතුරු පත්‍රිකාව කිසිවිටකත් විශ්වවිද්‍යාල ප්‍රතිපාදන කොමිෂන් සභාව වෙත කෙලින්ම නොඑවිය යුතුය.

பல்கலைக்கழக ஓய்வூதிய திட்டத்தில் இணைந்து கொள்ள விரும்பும் பல்கலைக்கழக
 ஊழியர்களுக்கிடையேயான மதிப்பீடு

(பல்கலைக்கழக முறையில் 1999 செப்டம்பர் 1ம் திகதிக்கு முன்பு நிரந்தர சேவையில் இணைந்தவர்களாகவும் தற்போது நிரந்தர பதவியில் இருப்பவர்கள் மட்டும் இப்படிவத்தினை நிரப்ப தகுதியுடையவர்கள் , அத்துடன் சந்தர்ப்பம் வழங்கப்பட்டால் ஓய்வூதியத்திட்டத்தில் இணைவதற்கு விரும்புவர்களாகவும் இருத்தல் வேண்டும்).

பதிவாளர் /சீரேஷ்ட உதவிப் பதிவாளர் /உதவிப் பதிவாளர்
 பல்கலைக்கழகம் / நிறுவகத்தினது பெயர் :

பல்கலைக்கழக ஓய்வூதிய திட்டத்தில் இணைந்துகொள்வதற்கான சந்தர்ப்பம் வழங்குதல் மீதான மதிப்பீடு தொடர்பாக பின்வரும் விபரங்களை நான் தருகிறேன்.

1. ஊழியரின் பெயர் : _____
2. பிறந்த திகதி (திதி/மம /வவவவ) : ___/___/_____
3. பால் : ஆண்/பெண்
4. கல்விசார்/கல்விசாரா : _____
5. தற்போதைய சம்பளம் : _____
6. படிகள் (சேமலாப த்திற்கு ஊழியர் மட்டும்) : _____
7. பல்கலைக்கழக சேமலாப நிதி இலக்கம் : _____
8. பல்கலைக்கழக முறைமையில் நிரந்தர பதவிக்கான முதலாவது நியமனம்

வருடம் : _____ மாதம் : _____ திகதி : _____

- மேற்படி தகவல்கள் சரியானவை என நான் குறிப்பிட விரும்புவதுடன் மீண்டும் பல்கலைக்கழக ஓய்வூதிய திட்டத்தில் இணைந்து கொள்வதற்கு சந்தர்ப்பம் வழங்கப்படுமாயின் , அங்கத்தவராக இணைவதற்கு விண்ணப்பிப்பேன் என்பதனை உறுதிப்படுத்துகிறேன் . எவ்வாறாயினும் இது ஓய்வூதியத் திட்டத்தில் இணைந்து கொள்வதற்கான விண்ணப்பம் அல்ல என்கின்ற தெளிவான விளக்கத்தை கொண்டுள்ளேன் .

திகதி: _____

_____ ஊழியரின் கையொப்பம்

தயவுசெய்து கவனிக்கவும்:

- மதிப்பீட்டு நோக்கத்திற்காக மட்டும் இத் தகவல்கள் பெறப்படுகின்றன.
- எல்லா விபரங்களும் சரியாகவும் பூரணமாகவும் நிரப்பவும்.
- 2009.06.05 அன்றோ அல்லது அத்தினத்திற்கு முன்னராகவோ தங்களது பல்கலைக்கழகம்/நிறுவகத்தினது பதிவாளர்/ சீரேஷ்ட உதவிப் பதிவாளர் /உதவிப் பதிவாளரிடம் இப்படிவத்தினை கையளிக்கவும் .
- நேரடியாக ப.மா.ஆ.குழுவுக்கு இப்படிவத்தினை அனுப்ப வேண்டாம்.

Survey on University Employees who wish to join the Universities Pension Scheme
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(Only the employees who have joined the permanent service in the University system prior to 1st September 1999 and who are currently in permanent employment will be eligible to fill this form, Provided they intend to join the Pension scheme if the opportunity is granted.)

Registrar/Senior Assistant Registrar/ Assistant Registrar

Name of the University/Institute:

I furnish the following details for the purpose of the **survey** on granting opportunity to join the Universities Pension Scheme,

1. Name of the Employee : _____

2. Date of Birth(DD/MM/YYYY) : ___/___/___
3. Sex : Male/Female
4. Academic/Non Academic : _____
5. Present Salary : _____
6. Allowances (Only Applicable to UPF) : _____
7. Universities Provident Fund Number : _____
8. Date of 1st appointment to the permanent post in University system
 Year : _____ Month : _____ Date : _____

- I wish to state that above information are correct and assure that If the opportunity is given to join the University Pension Scheme again, I will apply to join as a member. However I have perfect understanding that this is not an application to loin the Pension scheme.

Date: _____

Signature of the Employee

Please Note:

- This information is obtained only for the Survey purpose.
- Fill the entire particulars correctly and completely.
- Hand over the form to the Registrar/Senior Assistant Registrar/ Assistant Registrar of Your University/Institute on or before 2009-06-05.
- Do not send this to University Grants Commission directly.

