

Public Administration Circular Letter : 03/2014

My No: EST-8/ALOWN/06/0719/25(V)G  
Ministry of Public Administration and  
Home Affairs  
Independence Square  
Colombo 07

09.07.2014

Secretaries to Ministries  
Chief Secretaries of Provinces  
Heads of Departments

**Payment for Disciplinary Inquiries**

Your attention is drawn to the Public Administration Circular No 19/2005(i) dated 22.11.2011 on the above matter.

02. Requests have been made by various institutions regarding the payment of allowances for inquiry officers under Section 7 of the above Circular. The additional payment of Rs.3000/- can be paid to the officer without any reduction if a delay has occurred in handing over the report due to a reason beyond his control which occurred within the period of 06 months prescribed for handing over the report to the disciplinary authority concluding formal disciplinary inquiry and further if it is possible to confirm such situation. However, it is hereby notified that when making the above payment without any reductions, the disciplinary authority should clearly indicate the reasons for such decision.

Sgd./ P.B. Abeykoon  
Secretary  
Ministry of Public Administration and Home Affairs