



Revocation of the  
Memo - 2007-02  
dated  
(3) 1-1-2007

(2)

රියර් අද්මිරාල් මොහන් විජේවික්රම ආරච්ඡි. යූඑස්පී.  
ரியர் அட்மிரல் மொஹான் விஜேவிக்கரம் ஆர்எஸ்பி. யுஎஸ்பி.

Rear Admiral Mohan Wijewickrama RSP. USP.

උතුරු පළාත් ආණ්ඩුකරවර

வடக்கு மாகாண ஆளுநர்

Governor of the Northern Province

My No.: G/NPC/A/DELP

23<sup>rd</sup> Feb, 2007

## **GOVERNOR'S MEMORANDUM 2007/02**

### **DELEGATION OF POWERS -PROVINCIAL PUBLIC SERVICE-NORTHERN PROVINCIAL COUNCIL**

1. I, Don Sarath Mohan Wijewickrama, Acting Governor of the Northern Province delegate the power vested in me by section 32 of the Provincial Council Act No. 42 of 1987, read with section 3, 4, 5 and 6 of the Provincial Councils (Amendment) Act No. 28 of 1990, to the Provincial Public Service Commission of the Northern Province, of appointment, transfer, dismissal and disciplinary control of the members of the Northern Province Provincial Public Service including the employees of Statutory Bodies, subject to my exclusive exercise of these powers in respect of the following categories of employees:

- (a) The staff of the Governor's Secretariat.
- (b) The Secretaries to the Provincial Council Ministries.
- (c) Secretary to the Governor.
- (d) Secretary to Provincial Public Service Commission.
- (e) Heads of Department of Provincial Ministries.
- (f) Municipal Commissioner
- (g) Regional Commissioner

2. I further authorize and empower the Northern Province Public Service Commission to delegate as follows.

#### **(a) To the Chief Secretary of the Northern Province.**

- (i) The power of placements, transfers and disciplinary control of officers in the Provincial Public Service who are members of the All Island Service as defined by the Public Administration circular No. 56/89, other than reserved in paragraph 1 above.
- (ii) The power of transfers and disciplinary control of staff level officers, not belonging to the All Island Service working under him and in non classified institutions.

ආණ්ඩුකර කාර්යාලය, ඕර්ස් හිල් පාර, ත්‍රිකුණාමලය

ஆளுநர் செயலகம், உவர் மலை வீதி, திருக்கோணமலை.

Governor's Secretariat, Orr's Hill Road, Trincomalee.

කාර්යාලය, දුරකථන අංක

அலுவலகத் தொலைபேசி } 026-2222102

Office Telephone

ෆැක්ස්

பக்ஸ் } 026-2222320

Fax

கிடைக்க  
வதிவிடம்

Residence

} 026-2220012



(3) a

- (iii) The power of transfers and disciplinary control of Combined Services officers working under him and in non classified institutions.
- (iv) The power of appointment, transfer and disciplinary control of minor employees working under him and in non classified institutions.
- (v) The power of inter Ministry transfer, within the Northern Province, of employees of all services and grades except Heads of Departments and officers appointed by the Governor. ( This power of inter Ministry transfer is to be exercised in consultation with the respective Secretaries of the Ministries concerned)

(b) **Secretaries of the Northern Province Provincial Council Ministries and Secretary Provincial Public Service Commission Northern Province.**

- (i) Power to transfer and disciplinary control of officer of All Island Service coming within respective administrative authority.
- (ii) Power of transfer and disciplinary control of staff level officers not belonging to the All Island service, coming within respective administrative authority.
- (iii) Power to transfer and disciplinary control of officers in the Combine Services, coming within respective administrative authority.
- (iv) The power of appointment, transfer, dismissal and disciplinary control of non-staff level officers and minor employees who come within respective administrative authority.

(c) **Deputy Secretary / Senior Assistant Secretary / Heads of Departments**

The power to transfer, dismissal and disciplinary control of non-staff level officers and minor employees who come directly under him.

(d) **Deputy Heads of Departments / Regional Head of Departments**

The powers to serve vacation of post orders, interdict any officer within the department, and power to impose minor punishments as stipulated in the Establishment Code, Part II chapter XLVII Section 16:2 or suspend, stop, differ increment for a period not exceeding one year to non-staff level officers and minor employees coming under their administrative control.

(e) **Local Heads Departments**

The powers to issue vacation of post orders, to severely reprimand or reprimand , or censure, or impose a fine not exceeding one week's pay in the case of employees coming under their administrative control who are termed as minor employees within definition given in the administrative circular No. 387 of 11.12.87.

3 b

3. **Guidelines**

The powers should be exercised according to the Guidelines issued by me to Provincial Public Service Commission, ~~Northern~~ Eastern Province and any other instruction that may be issued from time to time.

4. **Appeal**

- (a) An appeal lies to the Provincial Public Service Commission from any officer or employee aggrieved by any order under these delegated powers.
- (b) An appeal lies to the Governor against any order made by the Provincial Public Service Commission.
- (c) In the case of officers of the All Island Service, an appeal lies to the National Public Service Commission against any order made by the Provincial Public Service Commission.

5. Category of Service and Head of Institutions are at Appendix I & II respectively.

My Memorandum 2007/02 dated 01.01.2007 is hereby revoked.

  
**Rear Admiral Mohan Wijewickrama, RSP, USP**  
**Governor, Eastern Province and**  
**Acting Governor, Northern Province**



**APPENDIX I**  
**Category of Service**

**01. ALL ISLAND SERVICES**

01. Sri Lanka Administrative Service
02. Sri Lanka Engineering Service
03. Sri Lanka Scientific Service
04. Sri Lanka Agriculture Service
05. Sri Lanka Animal Production & Health Service
06. Sri Lanka Planning Service
07. Sri Lanka Accountants' Service
08. Sri Lanka Educational Administrative Service
09. Sri Lanka Architects' Service
10. Sri Lanka Audit Service
11. Sri Lanka Medical officers (Specialists and Non Specialists)
12. Sri Lanka Ayurvedic Service

**02. PROVINCIAL STAFF EQUALANT TO ALL ISLAND SERVICE.**

1. Provincial Accountant Service
2. Provincial Planning Service
3. Provincial Agriculture Service
4. Provincial Engineer Service
5. Provincial Asst Commissioner of Co-opretive Department
6. Provincial Asst Commissioner of Lands
7. Provincial Asst Commissioner of Local Goverment.

**03. PROVINCIAL COMBINED SERVICE**

01. Provincial Public Management Assistant Service.
02. Translators' Service.
03. Program Assistant.
04. Offices Employees' Service.
05. Drivers of Motor Vehicles.

06. Data Entry operator
07. Sri Lanka Technological Service  
(Civil/Mechanical/ Draughtsman
08. Development Assistant.

#### **04. PROVINCIAL SPECIAL STAFF GRADE OFFICER**

Legal Officer

#### **05. PROVINCIAL STAFF GRADE OFFICERS**

Staff Grade Officers as defined in Para 10 of P.A.Cir.6/2006, but not belonging to the all Island Services

1. Supervisory Management Assistants
2. Field /Office Based Officers
3. Supra / Special Class Management Assistants
4. Sri Lanka Principals Service
5. Special Grades of Nurses, Professions Supplementary to the Medicines Services and Para-Medical Services
6. Medical Practitioners
7. Plan implementation officer
8. Systems administrator / Programmer – Staff Grade

#### **06. PROVINCIAL NON STAFF GRADE OFFICERS:**

Non Staff Grade Officers as defined in Para 10 of P.A.Cir.6/2006, but not belonging to the combined Services

1. Sri Lanka Teachers' Service.
2. Nurses, Professions Supplementary to the Medicines Services, Para-Medical Services except the Special Grades of these Services.
3. Posts belong to the Management Assistant Technical except the posts in the Combined Service.
4. Non Staff grade departmental Staff

#### **07. PROVINCIAL MINOR EMPLOYEES SERVICE**

Primary grade officers as defined in Para 10 of P.A. Circular 6/2006, but not belong to the combined services.

APPENDIX II

PROVINCIAL PUBLIC SERVICE COMMISSION

<u>Institution</u>	<u>Head of the Institution</u>
1. Office of the PPSC	- Secretary

CHIEF SECRETARY'S SECRETARIAT

<u>Institution</u>	<u>Head of the Institution</u>
1. Chief Secretary's Office	- Chief Secretary
2. Other non classified institutions (Chief Minister Office & Assembly)	- Chief Secretary
3. Offices comes under the Chief Secretariat	- Deputy Chief Secretaries
4. Legal Unit	- Legal officer

MINISTRY OF PROVINCIAL PUBLIC ADMINISTRATION,  
LOCAL GOVERNMENT, & CO-OPERATIVES

<u>Institution</u>	<u>Head of the Institution</u>
1. Ministry	- Secretary Deputy Secretary/ Senior Asst. Secretary to the Ministry
2. Departments come under the Ministry	- Director/ Commissioner
3. Regional Head of Department	- Assistant Commissioners/ Chief Engineer
4. Local Head of Department	- Executive Engineer.
5. Head of Local Authorities	- Municipal Commissioner Secretary, Urban Council Secretary, Pradeshiya Sabha.



**MINISTRY OF AGRICULTURE, LIVESTOCK, LAND,  
IRRIGATION AND FISHERIES.**

<b><u>Institution</u></b>		<b><u>Head of the Institution</u></b>
1. Ministry	-	Secretary Deputy Secretary/ Senior Asst. Secretary to the Ministry
2. Departments come under the Ministry	-	Director/ Commissioner
3. Regional/ District Head of Department	-	Deputy Directors/ Assistant Commissioners
4. Local Head of Department	-	Asst. Director, Executive Engineer.
5. Head of Local Institution	-	Farm Manager

**MINISTRY OF EDUCATION, CULTURAL AFFAIRS AND SPORTS**

<b><u>Institution</u></b>		<b><u>Head of the Institution</u></b>
1. Ministry	-	Secretary Deputy Secretary/ Senior Asst. Secretary to the Ministry/
2. Departments come under the Ministry	-	Provincial Director/Commissioner
2. Regional Head of Department	-	Zonal Director
3. Local Head of Department	-	Divisional Educational Officer
4. Head of Institution	-	Principals.

## MINISTRY OF HEALTH & INDIGENEOUS MEDICINE

### Institution

### Head of the Institution

- |  |   |   |
|--|---|---|
| 1. Ministry                              | - | Secretary<br>Deputy Secretary/<br>Senior Asst. Secretary to the Ministry/ |
| 2. Departments come under the Ministry   | - | Provincial Director   |
| 2. Regional Head of Department           | - | D.P.D.H.S   |
| 3. Local Head of Department              | - | M.O.H.,<br>R.M.O. of Ante-malaria campaign                                |
| 4. Head of Institution                   | - |   |
| Base Hospital /District Hospital/        | - | Medical Suprintant / District Mdical Officer/                             |
| Divisional Hospital / Central Dispensary |   | Medical Officer of Health Service/<br>Medical Officer                     |

## MINISTRY OF REHABILITATION RECONSTRUCTION & SOCIAL WELFARE.

### Institution

### Head of the Institution

- |  |   |   |
|--|---|---|
| 1. Ministry                            | - | Secretary<br>Deputy Secretary/<br>Senior Asst. Secretary, |
| 2. Departments come under the Ministry | - | Director/Commissioner                                     |
| 2. Regional Head of Department         | - | Chief Engineer  |
| 3. Local Head of Department            | - | Executive Engineer.                                       |