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මගේ අංකය  
எனது இல  
My No } G/NPC/A1/MEMO



ජී ජී චන්ද්‍රසිරි  
ஜி ஜ சந்திரசிரி  
GA Chandrasiri

ආණ්ඩුකාරවර, උතුරු පළාත  
ஆளுநர், வட மாகாணம்  
Governor, Northern Province

ආණ්ඩුකාරවර කායිකාලය  
ஆளுநர் செயலகம்  
Governor's Secretariat

පැරණි උදකකල කුට්ටි පාර,  
இஸ்ரீகந்தி, யானை, சூ லகாரி

பழைய பூங்கா, கண்டி வீதி,  
சண்டிக் குளி, யாழ்ப்பாணம், இலங்கை.

Old Park, Kandy Road,  
Chundikuli, Jaffna, Sri Lanka.

දිනය  
திகதி  
Date } 2013/08/07

Chief Secretary

All Secretaries and Heads of Department

Northern Province

GOVERNOR'S MEMORANDAM - 2013/01

**DELEGATION OF POWERS CONCERNING TO PROVINCIAL PUBLIC SERVICE  
OF THE NORTHERN PROVINCE**

1. I, Gammampila Arachchige Chandrasiri, Governor of the Northern Province by virtue of power conferred on me under section 32 (2) of the Provincial Council Act No: 42 of 1987, do hereby delegate powers on appointment, transfer, dismissal and disciplinary control of the Provincial Public Service of the Northern Province to the Provincial Public Service Commission of the Northern Province (hereinafter referred to as the PPSC, NP) which power has been vested in me under Section 32(1) of the said Act, without prejudice to exercising such powers by me exclusively in respect of the following Provincial Public Service Officers of the Northern Province, namely;

- (i) The Secretaries to the Ministries of the Northern Province
- (ii) Secretary to the Governor of the Northern Province
- (iii) Secretary to the Provincial Public Service Commission, Northern Province
- (iv) Secretary to Assembly Secretariat of the Northern Province
- (v) Deputy Chief Secretaries of Chief Secretary's Cluster, Northern Province
- (vi) Heads of Department of the Northern Provincial Council
- (vii) Municipal Commissioners of the Northern Province
- (viii) Secretary to Co-operative Employees Commission, Northern Province

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9/1, ලිලි මාවත, පට්ටරමුල්ල,  
බත්තරමුල්ල.

உப அலுவலகம் :  
9/1, லிலி மாவத்தை, ஜெயந்திபுர, பத்தரமுல்லை.  
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Battaramulla.

2. I, hereby further authorize and direct the PPSC, NP by virtue of power conferred on me under Section 32(2A) of the said Act as amended by Section 4 of the Provincial Councils (Amendment) Act No: 28 of 1990, to re-delegate such powers to the Chief Secretary and other officers of the Provincial Public Service of the Northern Province as hereinafter described. However the PPSC, NP shall retain power on recruitment of all categories of Provincial Public Service, appointment and dismissal of Special and Supra Grade Combined Service as categorized under **paragraph 4 (ix) of Appendix I** annexed hereto and appointment of officers on contract and re-employment basis. The said contract and Re-employments appointment shall be with my concurrence.

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

- (i) The power of placements, transfers and disciplinary control of officers belonging to All Island Service as categorized under **paragraph 01 of Appendix I** attached hereto, and have been released to Provincial Public Service as per Public Administration Circular No: 56/89, and amended subsequently by Circular Nos: 56/89(i) and 56/89(ii). The placement and transfer of All Island Service Officers as categorized under **paragraph 01 (i),(ii), (vi) & (vii) of Appendix I** shall be in consultation with the respective Deputy Chief Secretaries with my concurrence.
- (ii) The power to transfer and disciplinary control of Staff Grade Officers, but not belonging to the All Island Service, as categorized under **paragraph 02 of Appendix I** annexed hereto.
- (iii) Appointment, transfer, dismissal and disciplinary control of Primary Grade Employees as categorized under **paragraph 03(vi) of Appendix I** (hereinafter Primary Grade Employees) whom are coming directly under the administrative purview of the Chief Secretary.
- (iv) The appointment of Primary Grade Employees on casual or temporary or contract basis shall be subject to express approval from the Governor obtained prior to such appointments.

**(b) Deputy Chief Secretary of Administration Secretariat, Northern Province**

Power of appointment , dismissal and disciplinary control of Combined Service Officers as categorized under **paragraph 03 of Appendix I** and placement of Special and Supra grade Combined Service officers as categorized under **paragraph 04(ix) of Appendix I** (annexed hereto) and the inter sectoral Transfers of the above categories , in consultation with the respective Sector Secretaries within the Province subject to the power vested with the Heads of Department, Administrative Heads of Local Authorities and Local Heads of Department including the Zonal Directors of the Province. The appointments of such officers on casual or temporary or contract basis shall be subject to express approval from the Governor obtained prior to such appointments.

**(c) Secretary to the Provincial Public Service Commission , Sector Secretaries, Secretary to Assembly and Secretary to the Governor of the Northern Province**

- (i) Power to transfer the officers of All Island Service within their respective administrative purview.
- (ii) Power to appoint, transfer and disciplinary control of the Staff Grade Officers not belonging to the All Island Service as categorized under paragraph 04 of Appendix I whom are coming under their respective administrative purview. However the power on appointment shall exclude the Sri Lanka Principal Service under category **paragraph 04 (ii)** and the Special and Supra Grade Combined Service Officers under **paragraph 04 (ix)** of the said Appendix I.
- (iii) Power to transfer officers of the Combined Service within their respective administrative purview.
- (iv) The powers of appointment, transfer and disciplinary control and dismissal of Non-staff Grade officers as categorized under paragraph 05 of Appendix I

- (v) Power of placement, transfer and disciplinary control on Sri Lanka Principal Service as categorized under **paragraph 04 (ii)** and Sri Lanka Teachers' Service under **paragraph 05 (i)** of the Appendix I shall be vested with the Secretary to the sector education.
- (vi) Appointment and transfer of Primary Grade Employees who are coming under their direct administrative purview.
- (vii) Appointment of primary Grade Employees on casual or temporary basis shall be subjected to express approval from the Governor obtained prior to such appointments.

**Note:** All matters connected to the Disciplinary Control of the Provincial Public Service to be kept informed from time to time to the Deputy Chief Secretary, Administration.

**(d) Heads of Departments**

- (i) The power to transfer Non-staff Grade Officers and Primary Grade Employees within their respective administrative purview and are coming directly under them.
- (ii) Powers to serve notice of vacation of post, interdict any officers / Employees who are serving within the Department and to impose minor punishments keeping informed the Deputy Chief Secretary (Administration)
- (iii) Power to transfer Teachers as categorized under **paragraph 05 (i) of Appendix I** to schools inter Zone shall be by the Provincial Director of Education.
- (iv) Temporary transfer of officers due to medical compassionate grounds within and outside the Province will be only with the express approval from Hon. Governor.

**(e) Administrative Heads of Local Authorities**

Power of recruitment, appointment, transfer , dismissal and disciplinary control of employees of unscheduled posts of the respective Local Authorities and to serve notice of vacation of post, interdict any officers/ employees who are serving within their administrative purview and to impose minor punishments keeping informed the Deputy Chief Secretary (Administration).

**(f) Local Heads of Departments including the Zonal Director of Education**

- (i) Power to transfer Teachers as categorized under **paragraph 05(i) of Appendix I** to schools within their respective Zone, shall be made by the respective Zonal Director of Education.
- (ii) The power to issue notice of vacation of post , 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 purview and who are termed as Primary Grade Employees within the meaning of Public Administrative Circular No.06/2006 keeping informed the Deputy Chief Secretary- Administration.

3. The powers delegated by me should be exercised by the respective delegated authorities in accordance to the direction and guidelines that may be associated with such delegation from time to time.

**4. Appeal**

- (a) Any Officer of the Provincial Public Service of the Northern Province, if aggrieved by any decision or order made by the Chief Secretary or other officers of the Provincial Public Service within the ambit of such delegated power, may prefer an appeal to the PPSC, NP against such decision or order. Upon the receipt of such appeal, the PPSC, NP may consider the appeal if necessary, to alter or vary or rescind or restore the

decision or order made by the Chief Secretary or other officers of the Provincial Public Service.

- (b) The officer of the Provincial Public Service of the Northern Province, if aggrieved by the decision of the PPSC, NP under such delegated power, may make an appeal from such decision to me. I shall, upon the receipt of such appeal, make an order in accordance to power conferred on me under Section 32 (8) of the Provincial Council Act No: 42 of 1987.
- (c) The appeals in the case of All Island Service officers shall be in terms of the procedure stipulated under Public Administration Circular No:56/89(i) dated 23.04.1993.
5. In the event of an officer of the Provincial Public Service of the Northern Province is under a transfer order, to be transferred out to any other Province, the authority concerned responsible of release of such officer must obtain a written permission from me prior to such release.
6. Appendixes I and II detailing the Services category and Heads of Institution of the Northern Province respectively are annexed hereto.
7. This Memorandum shall come into force with effect from 07.08.2013 and the Governor's Memorandum No: 2007/02 of 18.04.2007 is hereby repealed.



**GA Chandrasiri**  
**Governor**  
**Northern Province**

GA Chandrasiri  
Governor  
Northern Province

**APPENDIX I**  
**CATEGORY OF SERVICES**

**01. ALL ISLAND SERVICE**

S.No.	Service
1	Sri Lanka Administrative Service
2	Sri Lanka Engineering Service
3	Sri Lanka Scientific Service
4	Sri Lanka Agriculture Service
5	Sri Lanka Animal Production & Health Service
6	Sri Lanka Planning Service
7	Sri Lanka Accountants' Service
8	Sri Lanka Educational Administrative Service
9	Sri Lanka Architects' Service
10	Sri Lanka Audit Service
11	Sri Lanka Medical Officers' Service (Specialist & Non specialists)
12	Sri Lanka Ayurvedic Medical Officers' Service
13	Sri Lanka Surveyors' Service

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

S.No.	Service
1	Provincial Accountants
2	Provincial Planning officers
3	Provincial Engineers(Personal to holder)
4	Provincial Agriculture Officers (Personal to holder )
5	Provincial Assistant Commissioners of Co-operative Department
6	Provincial Assistant Commissioner of Land
7	Provincial Assistant Commissioner of Local Government
8	Provincial Revenue Commissioner
9	Provincial Law Officers

**03. PROVINCIAL COMBINED SERVICE**

S.No.	Service
1	Provincial Public Management Assistants' Service
2	Translators' Service
3	Programme Assistant
4	Data Entry Operators
5	Development officers' Service
6	Office Employees' Service
7	Drivers of Motor Vehicles
8	Sri Lanka Technological Service(Civil/Mechanical/Draftsman)

**04. PROVINCIAL STAFF GRADE OFFICERS (AS PER PARA.10 OF P.ACIRCULAR 06/2006, BUT NOT BELONGING TO THE COMBINED SERVICE)**

S.No.	Service
1	Field based Officers
2	Sri Lanka Principal Services
3	Special Grade of Nurses, Technical Officers, Profession supplementary to the Medical Service and Para Medical Service
4	Medical Practitioners (RMO, AMO)
5	Planning Implementation Officers
6	Systems Administrators / Programmer – Staff Grade
7	Tax officers
8	Assessors
9	Special /Supra Class Officers of Combined Service



**05. PROVINCIAL NON STAFF GRADE OFFICERS (AS PER PARA.10 OF P.A CIRCULAR 06/2006, BUT NOT BELONGING TO THE COMBINED SERVICE)**

<b>S.No.</b>	<b>Service</b>
1	Sri Lanka Teachers' Service
2	Nurses, Professions supplementary to the Medicines Services, Para Medical Services except the special Grade of these Services
3	Posts belonging to the Management Technical except the posts in Combined Service.
4	Non Staff Grade Departmental Staff (closed service)
5	Medical Record Assistant
6	Local Government Assistants

**APPENDIX II**  
**HEADS OF DEPARTMENTS**

**01. GOVERNOR'S CLUSTER OF THE NORTHERN PROVINCE**

<b>S.No.</b>	<b>Institution</b>	<b>Head of the Institution</b>
1	Governor's Secretariat	Secretary
2	Provincial Public Service Commission of the Northern Province	Secretary
3	Co-operative Employees Commission of the Northern Province	Secretary

**02. PROVINCIAL COUNCIL SECRETARIAT OF NORTHERN PROVINCE**

<b>S.No.</b>	<b>Institution</b>	<b>Head of the Institution</b>
1	Assembly Secretariat	Secretary

**03. CHIEF MINISTER'S SECRETARIAT**

<b>S.No.</b>	<b>Institution</b>	<b>Head of the Institution</b>
1	Chief Minister's Secretariat	Secretary

**04. CHIEF SECRETARY'S CLUSTER OF THE NORTHERN PROVINCE**

<b>S.No.</b>	<b>Institution</b>	<b>Head of the Institution</b>
1	Chief Secretary's Secretariat	Chief Secretary
2	Office of the Deputy Chief Secretary - Finance	Deputy Chief Secretary (Finance)
3	Office of the Deputy Chief Secretary - Planning	Deputy Chief Secretary (Planning)
4	Office of the Deputy Chief Secretary - Administration	Deputy Chief Secretary (Administration)
5	Management Development & Training Institute	Director
6	Department of Provincial Internal Audit	Chief Internal Auditor
7	Provincial Revenue Department	Provincial Commissioner of Revenue
8	Department of Motor Traffic	Provincial Commissioner of Motor Traffic
9	Legal Unit	Legal Officer

**05. MINISTRY OF LOCAL GOVERNMENT, RELIEF, REHABILITATION, CO-OPERATIVE, RURAL DEVELOPMENT, INDUSTRIES, SOCIAL SERVICES & PROBATION AND CHILD CARE SERVICES**

S.No.	Institution	Head of the Institution
1	Ministry of Local Government, Relief, Rehabilitation, Co-operative, Rural Development, Industries, Social Services & Probation and Child Care Services	Secretary
2	Departments of Local Government	Provincial Commissioner
3	Department of Cooperative Development	Commissioner
4	Department of Rural Development	Director
5	Department of Industries	Director
6	Department of Social Services	Director
7	Department of Probation and Child Care Service	Commissioner

**06. MINISTRY OF AGRICULTURE, ANIMAL PRODUCTION AND HEALTH, LAND & IRRIGATION**

S.No.	Institution	Head of the Institution
1	Ministry of Agriculture, Animal Production and Health, Land & Irrigation	Secretary
2	Department of Agriculture	Provincial Director
3	Department of Animal Production & Health	Provincial Director
4	Department of Land Administration	Provincial Commissioner
5	Department of Irrigation	Provincial Director

**07. MINISTRY OF EDUCATION, CULTURAL AFFAIRS & SPORTS**

S.No.	Institution	Head of the Institution
1	Ministry of Education, Cultural Affairs & Sports	Secretary
2	Department of Education	Provincial Director
3	Department of Cultural Affairs	Provincial Director
4	Department of Sports	Provincial Director

**08. MINISTRY OF HEALTH & INDIGENOUS MEDICINE**

<b>S.No.</b>	<b>Institution</b>	<b>Head of the Institution</b>
1	Ministry of Health & Indigenous Medicine	Secretary
2	Department of Health	Provincial Director
3	Department of Indigenous Medicine	Provincial Commissioner

**09. MINISTRY OF INFRASTRUCTURE DEVELOPMENT & RECONSTRUCTION**

<b>S.No.</b>	<b>Institution</b>	<b>Head of the Institution</b>
1	Ministry of Infrastructure Development & Reconstruction	Secretary
2	Department of Road Development	Provincial Director
3	Department of Buildings	Provincial Director