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அரசாங்க சேவை ஆணைக்குழு அலுவலகம்

OFFICE OF THE PUBLIC SERVICE COMMISSION

අංක 1200/9, රජමල්වත්ත පාර, බත්තරමුල්ල
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No. 1200/9, Rajamalwatta Road, Battaramulla

මගේ අංකය
எனது இல. No.
My No. EST/05-03/03/2019

ඔබේ අංකය
உமது இல.
Your No.

දිනය
திகதி
Date 31.07.2020

Public Service Commission Circular No. 01/2020 (I)

Secretaries of Ministries

Heads of Departments

Amending the provisions governing "The immediately preceding five (05) year period of satisfactory service" set out in the approved Schemes of Recruitment and Service Minutes

An explanation with illustration as to how the different cases in accordance with the Public Service Commission Circular No. 01/2020 regarding the above subject should be dealt with is as follows and it is advisable that you may consult the Public Service Commission for further clarifications of any ambiguity on this matter.

1. Illustration 01

In an instance where promotion can be made to a higher grade following the completion of an active and satisfactory period of service of 10 years under the uninterrupted method in accordance with the provisions of the approved Scheme of Recruitment or Service Minute, the dates of grade to grade promotion of an officer subject to a disciplinary punishment as per the First Schedule according to the date of commitment of such disciplinary offence are as follows, provided the officer has fulfilled all other qualifications relating to the promotion.

Date of appointment	02.01.2010	02.01.2010	02.01.2010
Date on which the offence is committed	20.05.2014	20.05.2017	20.05.2019
Date on which the active period of 10 years is completed	02.01.2020	02.01.2020	02.01.2020
Date on which the satisfactory period of	02.01.2023	02.01.2023	02.01.2023

service of 10 years is completed (As per the exclusion of a period of three years in computing the satisfactory period of service in terms of Rule 186 (ii) of the Procedural Rules)			
Date on which the qualification for promotion is completed as per the provisions in Public Service Commission Circular No. 01/2020 (If all other qualifications have been completed)	02.01.2023	02.01.2023	02.01.2023

Note –

The date of promotion referred to above, according to the nature of the punishment imposed, may be a date that falls after 02.01.2023.

E.g.-

- In an instance where a disciplinary punishment has been imposed after having deferred a number of salary increment exceeding three, it is required to have a period of service more than three years excluded in computation of the satisfactory period of service of the officer as the period of service for which salary increments are deferred should not be computed against the satisfactory period of service in accordance with Rule 186(ii) of the Procedural Rules of the Public Service Commission.
- In an instance where a disciplinary punishment has been imposed for deferment of the promotion until a specified period, it is not possible to grant promotions up to the date on which such disciplinary punishment comes to an end.

2. Illustration 02

In an instance where promotion can be made to a higher grade following the completion of an active and satisfactory period of service of 10 years under the uninterrupted method in accordance with the provisions of the approved Scheme of Recruitment or Service Minute, the dates of grade to grade promotion of an officer subject to a disciplinary punishment as per the Second Schedule according to the date of commitment of such disciplinary offence are as follows, provided the officer has fulfilled all other qualifications relating to the promotion.

Date of appointment	02.01.2010	02.01.2010	02.01.2010
Date on which the offence is committed	20.05.2014	20.05.2017	20.05.2019
Date on which the active period of 10 year is completed	02.01.2020	02.01.2020	02.01.2020
Date on which the satisfactory period of service of 10 years is completed (As per the exclusion of a period of service of one year in computing the satisfactory period of service in terms of Rule 186 (ii) of the Procedural Rules)	02.01.2021	02.01.2021	02.01.2021
Date on which the qualification for promotion is completed as per the provisions in Public Service Commission Circular No. 01/2020 (If all other qualifications have been completed)	02.01.2021	02.01.2021	02.01.2021

3. Illustration 03

In an instance where promotion can be made to a higher grade following the completion of an active and satisfactory period of service of 10 years under the uninterrupted method in accordance with the provisions of the approved Scheme of Recruitment or Service Minute, the dates of grade to grade promotion of an officer subject to a disciplinary punishment under the Summary Disciplinary Procedure according to the date of commitment of such disciplinary offence are as follows, provided the officer has fulfilled all other qualifications relating to the promotion.

Date of appointment	02.01.2010	02.01.2010	02.01.2010
Date on which offence is committed	20.05.2014	20.05.2017	20.05.2019
Date on which the active period of service of 10 years is completed (<u>As per exclusion in counting the period of satisfactory service of one year in terms of the Procedural Rules 186(ii)</u>)	02.01.2020	02.01.2020	02.01.2020
Date on which the satisfactory period of service of 10 years is completed	02.01.2021	02.01.2021	02.01.2021
Date on which the qualification for promotion is completed as per the provisions in Public Service Commission Circular No. 01/2020 (If all other qualifications have been completed)	02.01.2021	02.01.2021	02.01.2021

4. Illustration 04

In an instance where promotion can be made to a higher grade following the completion of an active and satisfactory period of service of 10 years under the uninterrupted method in accordance with the provisions of the approved Scheme of Recruitment or Service Minute, the dates of grade to grade promotion of an officer whose salary increment has been deferred due to a reason other than discipline are as follows, provided the officer has fulfilled all other qualifications relating to the promotion.

E.g. - In an instance where salary increments of an officer have been deferred due to failure in completing the Efficiency Bars on due date -

Date of appointment	02.01.2010	02.01.2010	02.01.2010
Period during which salary increments have been deferred	From 02.01.2013 to 01.01.2014	From 02.07.2016 to 01.07.2017	From 02.07.2019 to 01.07.2020
Period of service for which salary increments have been deferred	01 year	01 year	01 year
Date on which the active period of service of 10 years is completed	02.01.2020	02.01.2020	02.01.2020
Date on which the satisfactory period of service of 10 years is completed (<u>As per exclusion in counting the period of satisfactory service of a period during which the salary increments have been deferred in terms of the Procedural Rules 186(ii)</u>)	02.01.2021	02.01.2021	02.01.2021
Date on which the qualification for promotion is completed as per the provisions in Public Service Commission Circular No. 01/2020 (If all other qualifications have been completed)	02.01.2021	02.01.2021	02.01.2021

5. Illustration 05

The qualifying date of qualification by an officer subject to a disciplinary punishment for recruitment under limited or merit stream or a promotion to a higher grade according to the number of vacancies in terms of the provisions of the approved Scheme of Recruitment or Service Minute is as follows.

Date on which the offence is committed	20.05.2019	20.05.2019	20.05.2019
How the disciplinary punishment has been made according to the nature of the offence	Under the First Schedule	Under the Second Schedule	According to the Summary Disciplinary Procedure
Date on which the qualification for promotion is completed as per the provisions in Public Service Commission Circular No. 01/2020 (If all other qualifications have been completed)	20.05.2024	20.05.2021	20.05.2020
The period not considered accordingly for a promotion or recruitment	From 20.05.2019 to 20.05.2024	From 20.05.2019 to 20.05.2021	From 20.05.2019 to 20.05.2020

6. Illustration 06

Given below is the manner in which action should be taken regarding an officer subject to a disciplinary punishment/ an officer on whom a charge sheet has been served against an offence committed after the date of the scrutiny of qualifications but before the effective date of promotion when he is recruited under limited or merit streams or promoted to a higher grade according to the number of vacancies in terms of the provisions of the approved Scheme of Recruitment or Service Minute.

Date on which the offence is committed	20.05.2020	20.05.2020	20.05.2020
How the charge sheet has been issued according to the nature of the offence	Under the First Schedule	Under the Second Schedule	According to the Summary Disciplinary Procedure
Date of scrutiny of qualifications	01.01.2020	01.01.2020	01.01.2020

Effective date of recruitment or promotion	15.08.2020	15.08.2020	15.08.2020
How to deal with promotion or recruitment as per provisions of the Public Service Commission Circular 01/2020	Promotion or appointment should be suspended pending the final decision on disciplinary inquiry		
If a disciplinary punishment has been imposed following the disciplinary inquiry	Will not be qualified for promotion or recruitment		

7. Illustration 07.

The Appointing Authority, following the scrutiny of qualification, should, with effect from 01.01.2020, make uninterrupted grade promotions of officers who have completed all other qualifications relating to grade to grade promotion other than the requirement of fulfilling the immediately preceding five (05) year period of satisfactory service before 01st of January 2020, the date on which the Public Service Commission Circular No. 1/2020 takes effect.

Accordingly, in an instance where promotion can be made to a higher grade following the completion of an active and satisfactory period of service of 10 years under the uninterrupted method in accordance with the provisions of the approved Scheme of Recruitment or Service Minute, the dates of grade to grade promotion of an officer according to the date of commitment of offence are as follows, provided the officer has fulfilled all other qualifications relating to the promotion.

Date of appointment	01.01.2006	01.01.2006	01.01.2006
Date on which the offence is committed	20.05.2015	20.05.2015	20.05.2015
How the charge sheet has been served according to the nature of the offence	Under the First Schedule	Under the Second Schedule	According to the Summary Disciplinary Procedure
Date on which the active period of service of 10 years is completed	01.01.2016	01.01.2016	01.01.2016
Date on which the satisfactory period of service of 10 years is completed (As per the exclusion of relevant period of service in computing the satisfactory	01.01.2019*	01.01.2017	01.01.2017

period of service in terms of Rule 186 (ii) of the Procedural Rules)			
Date on which the qualification for promotion is completed as per the provisions in Public Service Commission Circular No. 01/2020 (If all other qualifications have been completed)	01.01.2020	01.01.2020	01.01.2020

* Only for an instance where a number of salary increments less than 03 has been deferred. The qualifying date of promotion may vary in accordance with the *Note* under Illustration 01 as per the nature of the punishment made.

By order of the Public Service Commission,

M.A.B. Daya Senarath
Secretary
Public Service Commission

