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 திகதி }  
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 அரசாங்க சேவை ஆணைக்குழு அலுவலகம்  
**OFFICE OF THE PUBLIC SERVICE COMMISSION**

අංක 1200/9, රජමල්වත්ත පාර, බත්තරමුල්ල  
 இல. 1200/9, இராஜமல்வத்தை வீதி, பத்தரமுல்லை  
**No. 1200/9, Rajamalwatta Road, Battaramulla.**

Public Service Commission Circular No 05/2023

All Secretaries to Ministries and Heads of Departments

**Designating authorities to be in charge of administrative functions with respect to the powers exercised by the Public Service Commission**

Public Service Commission has, with reference to Section XIV of Chapter XXII of the Public Service Commission Procedural Rules published in the Government Gazette Extraordinary No. 2310/29 dated 14.12.2022 (herein after referred to as "Procedural Rules"), decided to designate the Public Officers listed in column A in the table below to be in charge of administrative functions related to the corresponding services/categories of officers listed in column B of the table in respect of the powers exercised by the Commission.

A Public Officer		B Service/Category of officers
I.	Secretary to the Ministry of the Minister in charge of the subject of Public Administration	I. Sri Lanka Administrative Service II. Sri Lanka Engineering Service III. Sri Lanka Scientific Service IV. Sri Lanka Architects' Service V. Sri Lanka Accountants' Service VI. Sri Lanka Planning Service
II.	Secretary to the Ministry of the Minister in charge of the subject of Agriculture	Sri Lanka Agriculture Service
III.	Secretary to the Ministry of the Minister in charge of the subject of Livestock Development	Sri Lanka Animal Production and Health Service
IV.	Secretary to the Ministry of the Minister in charge of the subject of Survey of Lands	Sri Lanka Surveyors' Service
V.	Secretary to the employing Ministry or Secretary to the Ministry under which comes the employing Department	Officers of the Senior Level and the Supra/Special Grade of the Tertiary Level as defined in Annexure II of Public Administration Circular No. 06/2006 dated 25.04.2006 who do not belong to any of the All Island Services
VI.	Head of the employing Department	Officers of the Senior Level and the Supra/Special Grade of the Tertiary Level as defined in Annexure II of Public Administration Circular No. 06/2006 dated 25.04.2006 who do

		not belong to any of the All Island Services and who serve in departments not coming under any ministry.
VII.	Secretary to the Ministry of the Minister in charge of the subject of Public Administration	I. Special Grade of Sri Lanka Technological Service II. Supra Grade of Combined Services

2. A Secretary to the Ministry listed in column A of the above table may nominate any other officer of his Ministry, and obtain the approval of the Commission, to submit to Commission, on behalf of him, recommendations, observations and any other information required by the Commission to determine any matter with respect to a service or category of officers of which he is the designated administrative authority.
3. An officer nominated by a Secretary to the Ministry for the above purpose should, when submitting observations or recommendations to the Commission on any matter, clearly state in his letter that he is doing so *"as directed by and on behalf of the relevant Secretary to the Ministry."*
4. With the coming into effect of this circular on 18.12.2023, Public Service Commission Circular No. 05/2011 dated 13.12.2011 shall cease to be effective without prejudice to any decision that has hitherto been made in accordance with its provisions.

W.H.M.M.C.K.Dayaratne

Secretary

Public Service Commission