

Management Services Circular No. 46

My No. DMS/A/08/21
Department of Management Services
General Treasury
Colombo 01.
12.12.2011

Secretaries of Ministries,
Chief Secretaries of Provincial Councils,
Chairmen of Government Corporations,
Statutory Boards and Fully owned Government Companies

**Revision of Allowances of Government Corporations, Statutory Boards and Project Staffs
As per the Budget Proposals 2012**

Payment of allowances declared by Budget Proposals 2012 shall be implemented as follows.

02. These payments should be made to the employees in Government Corporations, Statutory Boards and project staffs covered by Management Services Circular No. 33 other than the institutions where salaries and allowances are determined by collective agreements or where the employees are monthly paid a variable Cost of Living Allowance based on Colombo Consumer Price Index or where salaries are determined by collective agreements or such an understanding. Any other institutions should not pay this allowance without the prior approval of the Treasury.

03. Special Allowance

The Special Allowance being paid as five percent (5%) of basic salary exclusive of allowances under the Para 2.1 of Management Circular No. 43 dated 10.01.2011 should be revised and paid as follows.

a) The employees who serve in posts entitled to salary scales of which the initial monthly salary is less than Rs. 24,725/- in all the Government Corporations, Statutory Boards and Fully Owned Government Companies, and employees not coming under the categories of A,B and C under the Para 4.2.1 of Management Services Circular No. 33 dated 05.04.2007 in respect of recruitment and management of project staffs shall be paid a special allowance calculated as fifteen percent (15%) of basic salary excluding other allowances with effect from 01.01.2012.

b) All employees who serve in posts entitled to salary scales of which the initial monthly salary is Rs. 24,725/- or above in Government Corporations, Statutory Boards, Fully Owned Government Companies and staffs belonging to the categories of A,B and C under the Para 4.2.1 of Management Circular No. 33 dated 05.04.2007 in respect of recruitment, remuneration and management of project staffs shall be paid a special allowance calculated as ten percent

(10%) of basic salary excluding other allowances with effect from 01.01.2012. Said allowance should be paid having calculated as fifteen percent (15%) with effect from 01.07.2012.

04. Daily Wages

The five percent (5%) allowance being paid on the daily wage (other than the Cost of Living Allowance) to the employees serving on casual/daily basis should be revised as fifteen percent (15%) and paid with effect from 01.01.2012.

05. Erroneous Calculations

In case of an excess payment made to any person as a result of misinterpretation of these instructions, miscalculations or erroneous documents, such person is liable to refund the excess amount so paid and the institutions should immediately take measures to recover such amount from the persons concerned. It is the responsibility of Finance Managers / Accountants to take action in order to avoid such errors.

Sigd/P.B. Jayasundara
Secretary to the Treasury and
Ministry of Finance and Planning

- Copies -
1. Secretary to the President
 2. Secretary to the Prime Minister
 3. Secretary, Minister of Public Administration and Home Affairs
 4. Secretary, National Salaries and Cadre Commission
 5. Auditor General