

Ministry of Public Administration,
Independence Square,
Colombo 7.

5th September, 1985.

To: All Secretaries to Ministries
and Heads of Departments.

1. Class of travel by train,
2. Payment for working during week-ends and public holidays,
3. Station Allowance
and
4. Incidental Expenses to public officers and Corporation Employees

For payments under para 1, 2 and 3 below savings should be used in 1985 and provision used from 1986 onwards.

1) Class of travel by train

Reference para 4-(xxii) of Public Administration Circular No.197 of 29th December,1981.

a public officer drawing an annual new consolidated salary of Rs.18,600/- and above is entitled to travel by train in the 1st class.

2) Payment to certain officers for work during week-ends and public holidays

Reference paragraphs 1 and 2 of the Public Administration Circular No.256 of 12.06.1984.

(i) an officer should be paid when ^{he} has to attend to any urgent duties which have not been specified in paragraph 1 of the circular and,

(ii) the requirement of the minimum limit of three days in paragraph 2 is removed.

3) Station Allowance

the Station Allowance paid to a public officer under section 2 of Chapter VIII of the Establishments Code is increased to 10% (ten) of his new consolidated salary per month.

4) Incidental Expenses

With effect from 01.08.1985;

the Incidental Expenses payable to a public officer under section 17:2 of Chapter XIV of the Establishments Code and to a Corporation Employee are as follows:-

	Rs.	Cts.
Distance more than 1 mile	10	00
Distance less than 1 mile	5	00

Sgd:D.B.I.P.S.Siriwardhana
Secretary,
Ministry of Public Administration.