

My No.III/309E 207/29/DC
Ministry of Public Administration,
Provincial Councils & Home Affairs,
Independence Square,
Colombo 07.

7th June, 1993.

All Secretaries,
Heads of Departments,

Duty Hours of Motor Vehicle Drivers

Your attention is drawn to the Establishments Circular Letter No. 318 of 26th June, 1979 on payment of overtime to Motor Vehicle Drivers.

02. Normal Duty Hours of Motor Vehicle Drivers are hereby amended.

- (i) Drivers who are entitled to a five day week should work ten hours a day including the lunch hour.
- (ii) Drivers who have to work six days a week should work eight and half hours a day including the lunch hour.
- (iii) Drivers who have to work on Saturdays are allowed to cover 50 hours a week by working seven and half hours on Saturdays.

These duty hours are applicable to drivers of all types of vehicles.

03. This Circular is issued with the Concurrence of the Treasury.

Sgd: K.H.Camillus Fernando,
Actg/ Secretary,
Ministry of Public Administration,
Provincial Councils & Home Affairs.