

Public Administration Circular No. 10/2000

My No.IX/TU II  
Ministry of Public Administration  
and Home Affairs,  
Independence Square,  
Colombo – 07.

30 March, 2000.

To All Secretaries of Ministries,  
Chief Secretaries of Provincial Councils,  
Heads of Departments and  
Chairmen of Government Corporations and  
Statutory Boards.

### **Establishment of Advisory Councils**

Her Excellency the President has directed that Advisory Councils be set up without delay in all Ministries, Departments, Government Corporations and in Statutory Boards. Although directions had been given earlier for the setting up of such Advisory Councils, it is observed that the performances of such councils in some institutions have not been up to the standard expected.

02. The emphasis attached to the setting up of Advisory Councils can be grasped from the following purposes which are expected to be achieved through Advisory Councils.

- \* Effecting improvements and raising the productivity in each Ministry, Department and Corporation.
- \* Elimination of Corruption and Wastage.
- \* Expediting development activities getting innovative ideas and proposals on development and their consideration.
- \* Catering to the needs of the Public expeditiously.
- \* Giving consideration to ideas and proposals of employees.
- \* Development of internal skills.
- \* Strengthening of employee- employer relations
- \* Raising the necessary institutional efficiency of institutions through the use of resources to the optimize level.

03. You are requested to set up such Advisory Councils in accordance with the particulars contained in Annex I and to take necessary steps to hold monthly meetings of such councils. These instructions should be followed in respect of Advisory Councils already set up and such councils should continue to function in the same manner.

04. Matters to which Advisory Councils should pay attention are given in Annex-2.

05. Setting up of Advisory Councils should be finalized before 10.04.2000, and its progress should be reported to the Policy Research and Information Unit of the Presidential Secretariat.

06. This Circular is issued with the concurrence of the Policy Research and Information Unit of the Presidential Secretariat.

Sgd./Mahinda Bandusena  
Secretary  
Ministry of Public Administration & Home Affairs

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