

Public Administration Circular No. 18/2000

My No. II/309 E 83/IV  
Ministry of Public Administration, Home  
Affairs and Administrative Reforms  
Independence Square  
Colombo – 07.

08 December, 2000

Secretaries of Ministries  
Chief Secretaries of Provincial Councils and  
Heads of Departments

### **Fees for Typing**

The fees for typing and stencil cutting that have been approved by Public Administration Circular No. 27/93 dated 29.11.1993 is hereby revised as follows with immediate effect.

- (a) For typing a page containing.
- |      |                     |          |
|------|---------------------|----------|
| I.   | 360 words or more   | Rs. 20/- |
| II.  | 240 to 359 words    | Rs. 15/- |
| III. | less than 240 words | Rs. 10/- |
- (b) Stencil cutting per page                      Rs. 25/-

02. These payments for typing and stencil cutting should be made only when the work is done on a piece rate basis.

H.M.S. Kotakadeniya  
Acting Secretary  
Ministry of Public Administration,  
Home Affairs and Administrative Reforms