

My No.E/III/2/3-3
Ministry of Public Administration, Home Affairs
Provincial Council, Local Government and
Southern Development
Independence Square
Colombo- 07
18th October, 2001

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

Personnel for the Conducting of the Parliamentary Elections 2001

It is essential that the Commissioner of Elections and the Returning Officers have the services of the entirety of the Public Service including the Provincial Public Service available to them for the conducting of the Parliamentary Elections to be held on 05th December, 2001. Besides the officers initially identified for election duty, other officers should also stand by for deployment in the event of their services being required.

02. Therefore the Government has decided that the following steps should be taken.
 - (a) Leave should not be granted to any officer in the Public Service including the Provincial Public Service during the period 20.11.2001 to 10.12.2001(both days inclusive). Any leave already granted for this period stands cancelled. The Secretary of the relevant Ministry or the Chief Secretary of the Provincial Council should personally decide on granting of leave in very exceptional and personal circumstances such as illness.
 - (b) All Ministries and Provincial Councils should ensure that all official engagements including negotiations with visiting Foreign Missions, Seminars, Conferences and Training Programmes are scheduled in such a way that it does not disturb the deployment of officers on election duty during the above-mentioned period
 - (c) Where leave for a short period such as one or two days is required for very essential personal matters such leave can be approved by the Head of the Department at his discretion in such a way that it will not stand in the way of receiving election appointment letters, postal voting and participating in instruction classes.
03. This Circular is issued after consultation with the Commissioner of Elections.
04. You are kindly requested to comply with the above instructions and to bring same to the notice of all the officers in your Ministry / Institution.

Sgd. M.N.Junaid
Secretary
Ministry of Public Administration, Home Affairs
Provincial Council, Local Government and Southern Development