

My No.4/F9/183/1
Ministry of Education and
Higher Education,
"Isurupaya",
Battaramulla.

16th February 1995.

Ministry of Education and Higher Education,
Circular No.1995/05

To All : Provincial Directors of Education,
Chief Accountants of the Provincial Departments of Education,
D.D.E.E. & Accountants of the Divisional Education Offices, and
Principals of Teacher Colleges.

PAYMENT OF SALARIES TO TEACHER TRAINEES
IN TEACHERS COLLEGES

Teachers undergoing training in Teacher Colleges come from various parts of the country. They comprise teachers from schools coming under the purview of Provincial Ministries of Education as well as teachers from National Schools, Pirivenas, Assisted Schools and Special Schools for disabled children, whose salaries are paid by the line Ministry of Education and Higher Education. Some of the Provinces where Teachers Colleges are located are faced with the problem of paying the salaries of the Teacher trainees who have come from Provinces other than their own for lack of adequate financial provision. Therefore the following course of action has been decided on in order to overcome this difficulty. Please take action accordingly.

02 Payment of Teachers salaries in future

The present method of payment of salaries of Teacher trainees should be continued without any change. The pay-sheets should be prepared and the salaries should be paid by either the Provincial Department of Education or the Divisional Education office concerned.

03 New course of action to be taken by the Teachers' Colleges

On receipt of the pay sheet of Teachers undergoing Training at the College they should be duly paid. Thereafter the college should prepare 09 schedules including all the names in the pay sheet, on General 36A Form, one schedule each for the 08 Provinces and one for the National Schools, Pirivenas, Assisted schools and special Schools for disabled children. The following details only should be given in these schedules :-

- 01 Serial No.
- 02 The correct name of the Teacher
- 03 The correct name of the School where the Teacher served before joining the Teachers' Colleges
- 04 Consolidated Salary

- 05 Any other allowances
- 06 Total of the salary and allowances

These nine schedules should be prepared every month, certified and sent personally addressed to the Chief Accountant of the Provincial Department of Education to which the College belongs. It is very important that the names of all Teacher trainees on the pay sheet appear in one of these nine schedules .

- 04. Action to be taken by the Chief Accountant of the Provincial Department of Education on receipt of the schedules from the Teachers' Colleges

If there are more than one Teachers' College in the Province, the schedules forwarded by these colleges should be sorted province-wise and forwarded with a covering letter to the Chief Accountants of the respective Provincial Departments of Education. A request for the reimbursement of the total gross salary of the teachers undergoing training in the Teachers Colleges in his Province should be made through the covering letter .

- 05. Action to be taken by the Chief Accountant of the Provincial Education Department on receipt of the schedules along with the covering letter.

On receipt of schedules in respect of Teachers from schools in his province who have joined Colleges in other provinces they should be checked for accuracy and a cheque for the full amount should be drawn and sent to the Chief Accountant of the Provincial Education Department concerned. This must be accounted for, by debiting the object code of the payment of salary to the schools under the Provincial Ministry of Education and crediting the cash book of the Provincial Council Fund.

- 06 Accounting after the receipt of the cheques from the respective Provinces .

The cheques received for the payment of salaries for the Teachers trainees from other Provinces should be debited to the cash book of the Provincial Council Fund and credited to the object code of the payment of salary.

- 07 Monthly action

The procedures mentioned in paras 03, 04, 05 & 06 above should be carried out every month. It is the personal responsibility of the Chief Accountant to see that there is no delay either in the receipt of money due from other Provinces or in the remittance of money to other Provinces . If the money is not received in time the Chief Accountant concerned should be contacted over the phone and the cheques obtained without delay.

- 08. Teachers from National Schools, Pirivenas, Assisted Schools, Special Schools for disabled children.

The schedule of names of Teachers from National Schools, Pirivenas, Assisted schools, and Special Schools for disabled children should be certified and forwarded to Accountant (Finance) of the Line Ministry of Education & Higher Education who will make the necessary financial allocation to the Provincial Chief Accountants, Concerned. When making salary payments to Teachers' Colleges, the object code of the Teachers Training Colleges, Pirivenas, Assisted schools and special Schools for disabled children should be debited.

09 Please acknowledge receipt of this circular 'General 36A' Forms for the preparation of the relevant schedules could be obtained either from the supplies Division of the Ministry or from the Provincial Departments of Education.



M.D.D. Pieris
Secretary to the Ministry of Education
and Higher Education.

Copies to :-

01. Auditor-General -For information
02. Accountant(Internal Audit)- For information
03. Chief Commissioner (Colleges of Education) -For information.
04. All Deputy Secretaries(Finance) -For information.
05. Secretary to the Provincial Ministry of Education- For information
06. Accountant(Supplies) -For issuing General 36A Forms For information.

SRI LANKA TEACHERS SERVICE SALARY CONVERSION TABLE
UNCERTIFICATED TEACHERS

PRESENT SALARY POINT	YEAR SPAN	PROPOSED SALARY POINT
(S - 2 - 1)		(S - 3 - 3) (S - 3 - 7)
24,120	Year 1	32,520
24,780		33,300
25,440		34,080
26,100		34,860
26,760		35,640
27,420		36,420
28,080		37,200
28,740		37,980
29,400		38,760
30,060	Year 10	39,540
30,720	Year 11	42,720
31,380		43,920
32,040		45,120
32,700		46,320
33,360		47,520
34,140		48,720
34,920		49,920
35,700		51,120
36,480		52,320
37,260		53,520
38,040		54,720
		55,920
		57,120

CERTIFICATED TEACHERS

PRESENT SALARY POINT	YEAR SPAN	PROPOSED SALARY SCALE
(S - 2 - 2)		(S - 3 - 3) (S - 3 - 7)
27,420	Year 1	36,420
28,080		37,200
28,740		37,980
29,400		38,760
30,060		39,540
30,720	Year 6	42,720
31,380		43,920
32,040		45,120
32,700		46,320
33,360		47,520
34,140		48,720
34,920		49,920
35,700		51,120
36,480		52,320
37,260		53,520
38,040		54,720
38,820		55,920
39,600		57,120

II

TWO YEAR DIPLOMA HOLDERS

PRESENT SALARY POINT	YEAR SPAN	PROPOSED	SALARY POINT
(S - 2 - 3)		(S - 3 - 7)	(S - 5 - 1)
30,060	Year 1	42,720	
30,720		43,920	
31,380		45,120	
32,040		46,320	
32,700		47,520	
33,360		48,720	
34,140		49,920	
34,920		51,120	
35,700		52,320	
36,480	Year 10	53,520	
37,260	Year 11		55,440
38,040			57,000
38,820			58,560
39,600			60,120
40,380			61,680
41,160			63,240
41,940			64,800
			66,360
			67,920
			69,480
			71,040
			72,600
			74,160
			75,720
			77,280

III

TRAINED TEACHERS

PRESENT SALARY POINT	YEAR SPAN	PROPOSED SALARY	POINT
(S - 11 - 1)		(S - 3 - 7)	(S - 5 - 1)
32,520	Year 1	45,120	
33,300		46,320	
34,080		47,520	
34,860		48,720	
35,640		49,920	
36,420		51,120	
37,200		52,320	
37,980		53,520	
39,540		54,720	
40,320	Year 10	55,920	
41,520	Year 11		57,000
42,720			58,560
43,920			60,120
45,120			61,680
46,320			63,240
47,520			64,800
			66,360
			67,920
			69,480
	Year 20		71,040
	Year 21		80,400
			83,400
			86,400
			89,400
			92,400
			95,400
			98,400
			101,400

IV

UNTRAINED GRADUATES

PRESENT SALARY POINT	YEAR SPAN	PROPOSED (S - 3 - 7)	SALARY (S - 5 - 1)	POINT (S - 6 - 1)
(S - 11 - 1)				
37,200	Year 1	48,720		
37,980		49,920		
38,760		51,120		
39,540		52,320		
40,320		53,520		
41,520		54,720		
42,720		55,920		
43,920		57,120		
45,120		57,120		
46,320	Year 10	57,120		
47,520	Year 11		58,560	
48,720			60,120	
49,920			61,680	
51,120			63,240	
52,320	Year 16		64,800	
53,880			66,360	
			67,920	
			69,480	
			71,040	
	Year 20		72,600	
	Year 21			80,400
				83,400
				86,400
	Year 23			89,400
				92,400
				95,400
				98,400
				101,400

TRAINED GENERAL GRADUATES

PRESENT SALARY POINT	YEAR SPAN	PROPOSED SALARY	POINT
(S - 11 - 4)		(S - 3 - 7)	(S - 5 - 1)
39,540	Year 1	51,120	
40,320		52,320	
41,520		53,520	
42,720		54,720	
43,920		55,920	
45,120		57,120	
46,320	Year 7	57,120	
47,520	Year 8		58,560
48,720			60,120
49,920			61,680
51,120			63,240
52,320			64,800
53,880			66,360
55,440			67,920
57,000	Year 16		69,480
			71,040
	Year 17		72,600
	Year 18		
			80,400
			83,400
			86,400
			89,400
	Year 22		92,400
	Year 23		95,400
			98,400
			101,400

VI

UNTRAINED HONS. GRADUATES

PRESENT SALARY POINT	YEAR SPAN	PROPOSED SALARY	POINT
(S - 11 - 4)		(S - 3 - 7)	(S - 5 - 1)
39,540	Year 1	51,120	
40,320		52,320 ^e	
41,520		53,520	
42,720		54,720	
43,920		55,920	
45,120		57,120	
46,320		57,120	
47,520		57,120	
48,720		57,120	
49,920	Year 10	57,120	
51,120	Year 11		58,560
52,320			60,120
53,880			61,680
55,440			63,240
57,000	Year 16		64,800
			66,360
			67,920
			69,480
			71,040
			72,600
	Year 20		80,400
	Year 21		83,400
			86,400
			89,400
			92,400
			95,400
			98,400
			101,400

VII

TRAINED HONS. GRADUATES

PRESENT SALARY POINT	YEAR SPAN	PROPOSED SALARY	POINT
(S - 11 - 5)		(S - 3 - 7)	(S - 6 - 1)
42,720	Year 1	54,720	
43,920		55,920	
45,120		57,120	
46,320		57,120	
47,520		57,120	
48,720		57,120	
49,920		57,120	
51,120	Year 8		58,560
52,320			60,120
53,880			61,680
55,440			63,240
57,000			64,800
58,560			66,360
60,120			67,920
61,680			69,480
63,240			71,040
64,800	Year 17		72,600
66,360	Year 18		80,400
67,920			83,400
			86,400
			89,400
	Year 22		92,400
	Year 23		95,400
			98,400
			101,400