

## **Promotion of officers in Grade II of the Sri Lanka Administrative Service** **to Grade I**

Applications are called for promotion to Grade I from the officers who have been recruited to the Sri Lanka Administrative Service on 02.05.2013, as per the 06<sup>th</sup> revision No. 2137/5 dated 19.08.2019 made to the Minute of the Sri Lanka Administrative Service published by Gazette Extraordinary No. 1842/2 dated 23.12.2013 and the provisions of Public Administration Circular No. 31/2019 dated 04.10.2019.

### **02. Qualifications to be satisfied for promotion to Grade I and the method of promotion**

The officers in Grade II, who have satisfied the following qualifications, will be promoted to Grade I.

- I. Should possess a postgraduate degree from a university recognized by the University Grants Commission or from an institute recognized by the University Grants Commission as a degree awarding institute at least in one of the fields such as Public Administration, Management, Public Policies, Human Resource Management, Economics, Development Economics, Social Development, Law, Financial Management, Project Planning and Management, Information Technology or other fields approved by the Public Service Commission on the recommendation of the Secretary of the Ministry in charge of the subject of Sri Lanka Administrative Service as appropriate to obtain knowledge and skills to perform multi management functions entrusted to the officers in the Sri Lanka Administrative Service.
- II. Should have completed an active and satisfactory service of at least six (06) years in Grade II of the relevant service category, and earned six (06) salary increments.
- III. Should have proved a performance at satisfactory level or above during six (06) years immediately preceding the date of promotion in accordance with the approved procedure of performance appraisal.
- IV. Should have passed the second Efficiency Bar Examination on the due date.
- V. Should have successfully completed the Capacity Building Program - Level III conducted by the Sri Lanka Institute of Development Administration and obtained the relevant certificate.

VI. Should have not been subjected to any disciplinary punishment as per the provisions of the Public Service Commission Circular No: 01/2020.

03. Officers who have satisfied the qualifications mentioned in 02 above should send their applications perfected as per the specimen attached herewith to the address mentioned below, on or before 02.06.2025 through the respective Secretaries of Ministries, Chief Secretaries of Provinces and Heads of Departments.

(N.B.: Officers serving at district secretariats and divisional secretariats should send their applications through the Home Affairs division.)

Director (S.L.A.S.)  
Sri Lanka Administrative Service Division  
Ministry of Public Administration, Provincial  
Councils and Local Government  
Independence Square  
Colombo 07.

04. The relevant application for promotion is given in “Annex 01” and the soft copy of the application can be downloaded from the website of the Ministry of Public Administration, Provincial Councils and Local Government in the following manner.

[www.pubad.gov.lk](http://www.pubad.gov.lk) ➡ Services ➡ Sri Lanka Administrative Service ➡ Downloads

On the order of the Public Service Commission,

Date : 30.04.2025

Sgd/ S. Alokabandara  
Secretary  
Ministry of Public Administration,  
Provincial Councils and Local  
Government  
Telephone : 011-2698605  
Fax : 011-2683651  
Email : [pubad.dslas@gmail.com](mailto:pubad.dslas@gmail.com)