

தலைமைச் செயலாளர் செயலகம், கிழக்கு மாகாணம்
ප්‍රධාන ලේකම් කාර්යාලය, නැගෙනහිර පළාත
Secretariat of the Chief Secretary, Eastern Province

Web Site : www.ep.gov.lk

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ත්‍රිකුණාමලය.

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මගේ අංකය
எனது இல
My No } EP/09/BD/02/2016/PTC

ඔබේ අංකය
உமது இல
Your No }

දිනය
திகதி
Date } 26.04.2016

Provincial Treasury Circular PT/11/2015(i)


Secretary, Ministry of Health – EP,
Provincial Director of Health Services – EP.
Regional Director of Health Services – EP.

Efficient Management of Overtime/Holiday duty Expenditure for Health Staff, EPC.

Your attention is drawn to the Provincial Treasury circular no. PT/11/2015 dated 19.10.2015 based on the above matter.

Further the above circular, It has been decided to amend the limitation of the Overtime and Holyday payment of the employees at the meeting which was held on 19.04.2016 at RDHS's Office, Batticaloa regarding the issue. This amendment is effect from 01.01.2016.

The amended list attached herewith for your further action.


D.M.S. Abeyagunawardana,
Chief Secretary,
Eastern Province.

Copy to:-

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1. Secretary to the Hon.Governor, Eastern Province.
 2. Secretary to the Hon.Chief Minister, Eastern Province.
 3. Director General of Health Services, Colombo.
 4. Assistant Auditor General, Eastern Province.
 5. Chief Internal Auditor, Eastern Province.

Maximum Limit of Overtime Hours for Health Staff of Eastern Province

S.No	Categories of Service	Maximum hours	Available/ based circulars	Remarks
1	Minor Employees			
(i)	Minor Employees working in office (PDHS, RDHS, MOH)	80		Key duty officers can be entitled for maximum hours
(ii)	Minor Employees working in hospital (PMCU, DH, BH, RMSD)	100		May be approved overtime for each of approved cadres
2	Drivers		General Circular No -2 - 22/99 dated on 16.05.1998	
(i)	Ambulance Drivers-	240		
(ii)	Drivers of PDHS	180		
(iii)	Drivers of RDHS	160		
(iv)	Other Drivers in office (RDHS, MOH, AMC)	140		
3	Diet stewards	80		
4	House warden	80		
5	Ward clerk	80		
6	Management Assistant/ Development officer	60		
7	Entomological Assistant	100		
8	Dispenser	80		
9	Public Health Laboratory Technicians (PHLT)	40		
10	ECG Recordist	120	Ministry of Health, Suwasiripaya General Circular No 2-110/2014 dated on 01.08.2014	
11	Physiotherapist	120	Ministry of Health, Suwasiripaya General Circular No 2631 dated on 25.07.1986 General Circular No 2-72/2013 dated on 18.04.2013 General Circular No 2-18/2014 dated on 05.02.2014	

12	Radiographer	120			
13	Medical Laboratory Technologist	120		Ministry of Health , Suwasiripaya General Circular No 2631 dated on 25.07.1986 General Circular No 2-72/ 2013 dated on 18.04.2013 General Circular No 2-18/2014 dated on 05.02.2014	
14	Pharmacist	100		DO.....DO.....	
15	OIC/RMSD Pharmacist	150		DO.....DO.....	
16	Public Health Nursing Sister (PHNS) Regional Supervising Public Health Nursing Officers(RSPHNS)	60			
17	Administrative Officer	50		Ministry of Health 06/G/18/2011(ii) dated on 2011.09.01	
18	Public Health Field Officer	Depend on need only		Ministry of Health 06/H/01/93(ii) dated on 28.04.2012	
19	Public Health Midwife (PHM) in MOH	Depend on need only		Ministry of Health , Suwasiripaya General Circular letter No 02-65/2014 dated on 03.2014	On justification with recommendation of MOH RDHS According to the need cover up arrangements unfilled areas
	Public Health Midwife (PHM) in Hospital	Depend on need only	DO.....	If Cadre is excess overtime can not be recommended Roster arrangement will be implemented
20	Health Education Officers (HEO)	Depend on need only		General Circular 02-134/2013 dated on 05.09.2013	Based on circular
21	Public Health Inspectors (PHI)	Depend on need only			On justification with Recommendation of RDHS & MOH

	Public Health Inspectors (PHI) in MOH	Depend on need only		On justification with Recommendation of RDHS & MOH
22	Supervisory Public Health Inspectors (SPHI)	Depend on need only		On justification with Recommendation of RDHS & MOH
23	Entomologists	Depend on need only		On justification with Recommendation of RDHS & MOH
24	Food and Drugs Inspector	40		On justification with Recommendation of RDHS & MOH
25	School Dental Therapist	Depend on need only	Ministry of Health TA/05/SDT/02/2010 dated on 2015.07.06	On justification with Recommendation of RDHS & MOH

Chief Secretary,
Eastern Province.

Note:

1. If any urgent circumstances request should send through the proper channel with acceptable justification.
2. Overtime request for six months may be considered for approval in order to avoid unnecessary delay.