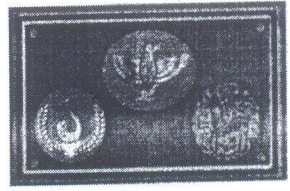




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மொஹான் விஜேவிக்ரம
Mohan Wijewickrama
தலைநகர் மலை அண்டிதகர்வர
கிழக்கு மாகாண ஆளுநர்
Governor of the Eastern Province



My No: G/EPC/A/Memo

13th May, 2008

GOVERNORS MEMORANDUM - 2008/04

LEAVE / DUTY TO BE SPENT OUT OF STATION

**Chief Secretary,
Eastern Province.**

With a view to expedite routine matters, of the Province you are required to take action on the following subjects till the Chief Minister and other Ministers assume duties.

Permit Secretaries, Deputy Chief Secretaries to proceed on leave / attend to duty out of station subject to:


I. Leave

Availability of Leave. Officers remain in station for a minimum of two weekends per month.

II. Duty

Secretaries and Deputy Chief Secretaries are to be permitted to represent at meetings away from station only if such meetings are chaired by Secretary to the Line Ministry or above. All other meetings must be represented by an officer under the Secretary.

Please issue vehicle passes as per the existing instructions.


**Mohan Wijewickrama,
Governor,
Eastern Province.**

அண்டிதகர் கார்வர, ஔர்஁஁஁ ஁ர், த்ரிகு஁஁஁஁஁
ஆளுநர் ஁யலகம், ஁வர் மலை வீதி, த்ரிகு஁஁஁஁஁மலை.
Governor's Secretariat, Orr's Hill Road, Trincomalee.