

GCEO's Circular No: 11/2017

GCEO's Office,  
SriLanka Telecom PLC,  
Colombo 01.  
22 January, 2017

To All Staff,

**Amendment to Employee Leave Policy (Circular No. 26/2015)**

This circular amends Circular No. 26/2015 effective from 1 February 2017.

- The annual leave entitlement is increased to 18 days per calendar year. Sick leave remains at 7 days.
- Employees may now carry over up to 5 unused sick leave days to the next year.
- All other conditions of Circular No. 26/2015 remain in effect unless explicitly modified herein.

Dileepa Wijesundera,

Group Chief Executive Officer