

My No: UoVT/AC/MPKCN

12.09.2017

Dr. M.P.K.C. Nandapala,  
96,Eriyagoda Estate,  
Pallawa – Dampitiya Road,  
Hanhamunawa,Maspotha.

Dear Dr. Nandapala,

**APPOINTMENT TO THE POST OF LECTURER**

I have the honour to inform you that, upon the pending approval of the Board of Governors of the University of Vocational Technology in terms of the powers vested in it by paragraph (I) of section 05 of the University of Vocational Technology Act No.31 of 2008, to appoint you to the post of Lecturer in Construction Technology, with effect from 02<sup>nd</sup> October, 2017. This appointment will take effect from the date on which you will assume duties.

1. This appointment is subject to review by the University Appeals Board in terms of the section 36 (1) of the aforesaid Act.
2. This post is permanent. Unless your appointment is terminated earlier, you will be on probationary period of three (3) years from the date of assumption of duties and until such time you receive a letter confirming your appointment.
3. If your service is not up to the satisfactory level of the University, your probationary period can be extended by the Board of Governors as per part VII, 31 (1) of University of Vocational Technology Act No.31 of 2008.
4. Your service can be terminated at any time during the probationary period without assigning any reason whatsoever.
5. You are required to give three (3) calendar months' notice for resignation. In the event of your resigning or leaving the services of the University without giving the required notice or before the expiration of three (3) calendar months from the date when you should have given notice, you are liable to pay to the University a sum of money equal to the full amount which you may have received as your salary for the three (3) months preceding the date of cessation of service.
6. You will be bound by the provisions of the University Act No.31 of 2008, and any Ordinances, Statutes, By-Laws, Regulations, Rules etc. made there under or to any orders or Laws that will be given or enacted by the Democratic Socialist Republic of Sri Lanka.



7. This is a full time appointment and you should not accept any other paid employment without prior permission of the Vice Chancellor.
8. Please intimate to me, through the Dean, Faculty of Industrial and Vocational Technology the date on which you assumed duties.
9. You will be required to enter into an agreement with the University before assuming duties. A copy of the Agreement form is annexed hereto.
10. The post carries a Salary Scale of U- AC3 (III)-2016 Rs.53,235-10\*1240-13\*1520-8\*2020-101,555/per month.

As per provisions of 17/2016 circular dated 31.12.2015 the annual salary scales up to 2020 as follows,

With effect from - 2017.01.01 Rs.47,871 – 5\*1082 - 53,281 per month

With effect from - 2018.01.01 Rs.54,299 – 5\*1228- 60,439 per month

With effect from - 2019.01.01 Rs.60,727 – 5\*1374- 67,597 per month

With effect from - 2020.01.01 Rs.67,155 – 5\*1520- 74,755 per month

You will be placed on the initial Salary step of Rs.47,871/per month with effect from the date of assumption of duties. You will also be entitled to any other allowances applicable to your post.

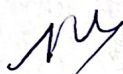
11. You will be required to contribute to the Employees' Provident Fund by means of monthly deductions from your salary an amount equal to eight (8%) per centum of your earnings. The University will in addition, out of its funds, contribute at the same time a sum equal to twelve (12%) per centum of your earnings to the Provident Fund.
12. Three per centum (3%) of your earnings will be contributed by the University to the Employees Trust Fund in terms of the Provisions of the Employees' Trust Fund Act No. 46 of 1980.
13. All Lecturers shall complete an Induction Training course (which includes Teaching/Learning Methodologies) within a period of one year from the date of first appointment if it had not been already completed. This is a pre-requisite for confirmation in the post.
14. You should submit a certificate of physical fitness from the National Hospital, Colombo, on the prescribed form. If you are not certified as physically fit to serve in any part of the Island, your appointment will be terminated. You should submit your certificate of physical fitness before assumption of duties or within one month from the date you assume duties. The University will not reimburse any expenses connected with this medical examination.



15. You are required to take an oath or to make affirmation of allegiance to the Democratic Socialist Republic of Sri Lanka, and also make affirmation/oath under the sixth amendment to the constitution immediately after you assume duties. Copies of the oath/affirmation forms are annexed.

Please acknowledge receipt of this letter of appointment and state whether you accept the post on the terms and conditions stated herein by signing the letter of acceptance given on the end of the page.

Yours truly,



Nilmini Diyabedanage  
Director General

Signed by: Prof. G.L.D.Wickramasinghe  
Vice Chancellor

Cc:

1. Vice Chancellor
2. Dean - Faculty of Industrial & Vocational Technology
3. Dean - Faculty of Training Technology
4. Director Finance
5. Director Media & Information Services
6. Director Admission, Accreditation and Quality Assurance
7. Auditor General
8. Internal Auditor
9. Personal File

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**LETTER OF ACCEPTANCE.**

The Vice Chancellor,  
University of Vocational Technology.

Through Dean , Faculty of .....

With reference to the Vice Chancellor's letter No ..... dated..... I  
accept the appointment with effect from ..... on the terms and conditions specified  
in the letter of appointment.

.....  
Date

.....  
Signature