

Public Administration Circular : 18/2020 (II)

My Number : EST/2/05/POL/0087  
Ministry of Public Administration,  
Provincial Councils and Local  
Government  
Independence Square  
Colombo 07

26.05.2025

Secretaries to Ministries  
Chief Secretaries of Provinces  
Heads of Departments

### **Implementation of Official Language Policy**

Your attention is drawn to the Public Administration Circular 18/2020 dated 16.10.2020 and Public Administration Circular 18/2020 (I) dated 28.10.2022 on the above matter.

02. It has been decided at the meeting of the Cabinet of Ministers held on 21.04.2025 to revise Public Administration Circular 18/2020 enabling the officers in Public Service or Provincial Public Service to fulfill the requirement of acquiring the competency in other Official Language by following the language course mentioned in paragraph 2.1 of Public Administration Circular 18/2020 or passing Sinhala/ Tamil as a second language at G.C.E. (O/L) along with an oral test conducted by the Department of Official Languages in accordance with the levels corresponding to the categories indicated in paragraph 2.1 of Public Administration Circular 18/2020 and to extend the period of concession granted up to 16.10.2024 for all the officers, who have to fulfill the requirement of acquiring the competency in other Official Language, until 16.10.2026.

03. Accordingly, a new paragraph is included as 2.5 after paragraph 2.4 of Public Administration Circular 18/2020.

“2.5 Officers are given the opportunity to be exempted from the requirement of acquiring the competency in other Official Language also by, passing Sinhala/ Tamil as a second language at G.C.E. (O/L) along with an oral test conducted by the Department of Official Languages in accordance with the levels corresponding to the categories indicated in paragraph 2.1 of Public Administration Circular 18/2020, instead of the above courses.”

04. You are hereby informed to notify the relevant officers regarding the new qualification and the revised concessionary period.

Sgd/ S. Alokabandara  
Secretary  
Ministry of Public Administration,  
Provincial Councils and Local  
Government

Telephone : 011 2693886  
Fax : 011 2692158  
E-mail address : [ade-ii@pubad.gov.lk](mailto:ade-ii@pubad.gov.lk)