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**பல்கலைக்கழக மாணியங்கள் ஆணைக்குழு**  
**UNIVERSITY GRANTS COMMISSION**

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20, Ward Place, Colombo 7, Sri Lanka

17<sup>th</sup> July 2020

Vice-Chancellors of Universities  
Rector of Campuses  
Directors of Institutes

**Staff Attendance of Higher Educational Institutions / Institutes**

This is further to the letter dated 4<sup>th</sup> July 2020 on “Reopening of Universities”.

Presently, the university system is making a huge contribution to the national effort of COVID-19 elimination, which includes COVID 19 testing in all laboratories, the services of the Medical Faculties and the Allied Health in hospitals, and in Quarantine Centers etc.

However, it is also equally important to continue with the academic activities of all Higher Educational Institutions / Institutes for the students. It is commendable that the examinations could be held amidst COVID-19 crisis due to the commitment of the staff who engaged in online teaching, however it is noted that the present academic activities are fulfilled without the full strength of the university staff.

Therefore, it is compulsory for the staff to report to work in order to ensure the smooth functioning of all the activities of the universities.

Accordingly, the Vice Chancellors are requested to take appropriate decisions on the percentages of staff (academic, administrative, supportive and non-academic) to attend to their normal duties for the smooth functioning of all activities, at the University level.

Your cooperation in this regard is highly appreciated.

Senior Prof. Sampath Amaratunge  
Chairman

Cc: Secretary, Ministry of Higher Education, Technology & Innovations  
Vice-Chairperson, University Grants Commission  
Secretary, University Grants Commission  
Registrars of Universities  
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