

11. Annexure 02 (applies to 1.2)

Gazette notification of orders/ rules/ directives/ regulations

Name of the Act

The person authorized to make orders/ rules/ directives/ regulations as per the Act -

* Place ✓ symbol in the cages in front as applicable

As mentioned in the Act,

Approval

- A. With no specific time frame for approval (.....)
- B. Approval to be obtained within a specific period of time after presentation (.....)
- C. To be presented to Parliament within a specific period of time after gazette publication (.....)
- D. To be gazetted within a specific period of time after Parliamentary approval (.....)

Gazette No.	Date	Duration to be approved

1. **Cabinet Memorandum** (.....)
2. **Cabinet Decision (02 copies)** (.....)
- Gazette notification title mentioned in it (.....)
 - Gazette notification number mentioned (.....)
3. **Proposal (03 copies)** (.....)
- (According to the format in the guideline)
- The gazette notification is in compliance (.....)
4. **Covering letter with signature of the Cabinet Minister** (.....)
- Gazette notification title mentioned in it (.....)
 - Gazette notification number mentioned (.....)
 - Mentions that it will be submitted for approval. (.....)
 - Letter of Appointment when the Acting Minister signs (.....)
5. **350 copies of the gazette notification** (.....)
6. **Background reports**
- Sinhala 160-(....) Tamil 30-(....) English 30-(....)
 - Date of late submission :

Tabling

- E. With no specific period of time for tabling (.....)
- F. With a specific period of time for tabling (.....)

Gazette No.	Date

1. **Cabinet Memorandum** (.....)
2. **Cabinet Decision (02 copies)** (.....)
- Gazette notification title mentioned in it (.....)
 - Gazette notification number mentioned (.....)
3. **Covering letter with signature of the Cabinet Minister** (.....)
- Gazette notification title mentioned in it (.....)
 - Gazette notification number mentioned (.....)
 - Mentions submitted for tabling (.....)
 - Letter of Appointment when the Acting Minister signs (.....)
4. **275 copies of the gazette notification** (.....)

Signature of the officer :

*Name of the officer :

*Designation :

Date :

*Contact TP Nos :

(*Marked areas must be completed.)