

## Sri Lanka

### Worker Classifications

There are no official subcategories of Workers in Sri Lanka. However, there are various industry-specific rules.

### Fixed Term Contracts

Fixed-term contracts are permitted in Sri Lanka. They are usually for a maximum of 12 months. If it is renewed beyond a year or repeatedly renewed, it will be deemed an indefinite contract. Termination requirements can be negotiated and included in the fixed-term agreement.

### Probationary Periods

Probationary periods of up to six months are permitted in Sri Lanka. The contract must clearly state the length and any conditions such as circumstances under which the contract may be terminated during probation.

### Holidays

In Sri Lanka, Workers recognize between 12 and 14 public ("mercantile") holidays, about 8 of which tend to fall on workdays and some of which are multiple days long. Generally, public holidays are paid days off and if work is performed on a public holiday the Worker receives an alternative day off or an extra day's wage. However, there are different rules governing different industries. On Full Moon Poya Day specifically, all Workers are entitled to paid leave or 150% of wages.

### Vacation

Shop and office employees who work at least 28 hours in any one week are entitled to 1.5 days' paid holiday in that week or the week immediately thereafter. Generally, Workers get a half day on Saturday and a full day on Sunday. They are also entitled to 14 days' annual leave for each completed year of service or pro-rata portion thereof. Other rules apply to other industries.

### Sick Leave

During the first year of service, shop and office employees are entitled to one day's paid casual leave for every two months worked. After the first year of service, shop, and office employees are entitled to seven days' paid casual leave per year.

### Working Hours

The normal workday for all shop and office employees cannot exceed nine hours in a day (inclusive of a one-hour meal period) and 45 hours in a week.

### Overtime

Shop and office employees are entitled to 150% of wages for overtime work. Overtime hours cannot exceed 12 hours. Executives and other professionals are not entitled to overtime.

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### Mandatory Bonuses

A 13th-month salary is not mandatory in Sri Lanka.

### Termination

Except in cases of dismissal on disciplinary grounds, termination requires a reason, notice as stipulated in the employment contract, prior written consent of the Worker, and written approval from the Commissioner of Labour. Severance may be due if the Worker has more than five years of service or if the dismissal is considered unjust. The amount of severance is dependent upon the length of service. For example, in the case of an unjust dismissal, employees with one to five years of service would be entitled to 2.5 months' salary for each completed year of service (12.5 months in total).

### Resignation

There are no statutory requirements for Worker resignation. Resignation does not require approval from the Commissioner of Labour.

### Other End Of Employment Rules

Collective dismissals (aka "retrenchment") require one month's notice for any Worker who has completed a year of service.