

**N.B.**— Part I-III of the *Gazette* No. 1,744 of 03.02.2012 was not published.

The list of Jurors (Sinhala, Tamil and English Medium) in Galle and Balapitiya Judicial Zones - 2011 and Special Jurors (Sinhala Medium only) in Galle and Balapitiya Judicial Zones – 2011 have been published in Part VI of this *Gazette* in Sinhala, Tamil and English Languages.

# ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ගැසට් පත්‍රය

## The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,745 - 2012 පෙබරවාරි 10 වැනි සිකුරාදා - 2012.02.10

No. 1,745 – FRIDAY, FEBRUARY 10, 2012

(Published by Authority)

### PART I : SECTION (IIA) — ADVERTISING

*(Separate paging is given to each language of every Part in order that it may be filed separately)*

			PAGE				PAGE
Posts - Vacant	...	...	244	Examinations, Results of Examinations &c.	...	...	244

#### IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY “GAZETTE”

ATTENTION is drawn to the Notification appearing in the 1st week of every month, regarding the latest dates and times of acceptance of Notices for publication in the weekly *Gazettes*, at the end of every weekly *Gazette* of Democratic Socialist Republic of Sri Lanka.

All notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after **three months** from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* Notices for publication in the weekly *Gazette* of 17th February, 2012 should reach Government Press on or before 12.00 noon on 03rd February, 2012.

LAKSHMAN GOONEWARDENA,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
January 01, 2012.

### 1. General Qualifications required :

1:1 Every applicant must furnish satisfactory proof that he is a Sri Lankan. A “Sri Lankan” is a citizen of Sri Lanka by descent or by registration as defined in the Sri Lanka Citizenship Act.

1:2 A candidate for any post for which the minimum educational qualification prescribed is a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass either in Sinhala language or Tamil language obtained, as the case may be, at the Senior School Certificate Examination or its equivalent if he is either a Sinhalese educated in Sinhala Medium or if he is a Tamil educated in Tamil Medium (This requirement will not apply to those who are in the public service from a date prior to January 01, 1961, and who seek appointments to other posts in the public service).

1:3 Application from the “New Entrants” Public Officers, who are not either Sinhala or Tamil educated, whose probationary trial appointments have been terminated for failure to pass the prescribed official language proficiency tests will not be entertained unless they have obtained the qualifications which could entitle them to seek exemptions from the highest proficiency test prescribed for the post.

### 2. Conditions of Service-General :

2:1 All officers in the Public Service will be subject to the Financial Regulations, the Establishments Code, Departmental Orders or Regulations and any other Orders or Regulations that may be issued by the Governments from time to time.

2:2 A Public officer may be required to furnish security in terms of the Public Officers (Security) Ordinance, in such sum and in such manner as the secretary to the Ministry concerned may determine.

2:3 A Public Officer may be called upon to serve in any part of the Island.

### 3. Conditions of Service applicable to Public Officers holding permanent appointments:

3:1 In addition to the conditions referred to in Section 2 above Public Officer holding permanent appointments will be subject to the following further conditions:

3:1:1 All appointments will be on probation for a period of 3 years unless a longer period is considered necessary in respect of any post. Any appointment may be terminated at any time during the period of probation without a reason being assigned.

3:1:2 All public officers are required to conform to the provisions of the Chapter IV of the Constitution of the Democratic Socialist Republic of Sri Lanka and any other laws, regulations or rules that may be made from time to time to give effect to the Language Policy of the Government.

3:1:3 All Public officers who have not entered the Public Service either in Sinhala Medium or in Tamil Medium are required to acquire a working knowledge in one of the official languages.

3:1:4 Confirmation at the expiry of the period of probation of an officer who entered the Public Service in a medium other than Sinhala or Tamil will depend, inter alia, on the passing of the Grade I Proficiency Test in one of the Official Languages within one year; Grade II Proficiency Test within two years, and Grade III Proficiency Test (where applicable) within three years from the date of appointment.

Failure to pass a test within the prescribed period will result in the suspension of increments. Suspension will be converted to a stoppage if the test is not passed within a further period of six months beyond the prescribed period such stoppage operating until the test is passed or until such time as the provisions of Section 3:1:6 below apply.

3:1:5 Such officers should, on receiving appointment, be given facilities on full pay, for a period of 6 months to obtain proficiency in one of the official languages. He will thereafter, be required to sit the relevant proficiency examination and if he does not pass he will be given the opportunity to pass the examination within a period of 2 years immediately after the period of 6 months on full pay, while he performs his normal duties.

3:1:6 If he fails to pass the examination in this prescribed period of 2 1/2 years his services will be terminated.

3:1:7 A Public Officer already confirmed in permanent post in the Public Service will not normally be required to serve the period of probation on being appointed to another permanent post in the Public Service. Such Officers may in the first instance be appointed to act in

the new post for a specified period with a view to testing him in his new post.

3:1:8 Selected candidates (Other than those already holding permanent or temporary appointments in the Public Service) who have already been medically examined will be required to undergo a medical examination by a Government Medical Officer to test their physical fitness to serve in any part of the Island.

### 4. Terms of Engagement :

4:1 Public officers appointed to permanent and pensionable posts should contribute to the ‘Widows and Orphans’ Pension Scheme from their salary an amount equivalent to the percentage the Government requires to recover from their salary.

4:2 Public officers appointed to permanent or temporary posts on Provident Fund basis will be required to contribute 6% of their consolidated salary to the Public Service Provident Fund. The Government will contribute as its share of contributions an amount equal to 150% of the compulsory contributions credited to the fund at the close of the Financial Year.

4:3 Officers who hold pensionable appointments in the Public Service and who are released for appointments to pensionable posts in the Local Government Service and those officers in the Local Government Service who hold pensionable appointments and who are released for appointments to pensionable posts in the Public Service will be allowed pensionability in their posts in the Local Government Service and Public Service respectively.

4:4 Regular Force personnel in the Army, Navy and Air Force who are released for appointments to posts in the Public Service which are pensionable under the Minutes on Pension will be allowed pensionability in their posts in the Public Service. Notwithstanding anything to the contrary in these Minutes the unforfeited full pay service of any member of the Armed Forces who is released to accept an appointment as a Public Officer in a post which has been declared to be pensionable under these Minutes shall be reckoned for the purpose of any pension or gratuity payable under these Minutes.

### 5. Serving Officers in the Public Service :

5:1 Applications from officers of the Public Service who possess all the necessary qualifications must be forwarded through the Heads of their respective Departments. In the case of applications from Public Officers holding post in the permanent establishment in the Public Service. Heads of Departments in forwarding such applications should state whether the applicants could be released or not to take up the new appointment, if selected.

5:2 Candidates may be required to present themselves for interview at an appointed time and place. No travelling or other expenses will be paid in this connection.

5:3 Anyone desiring to recommend a candidate should do so by giving a testimonial. Any form of canvassing or any attempt to influence the selection of a candidate will disqualify such candidates.

5:4 Any statement in the application which is found to be incorrect will render the applicant liable to disqualification if the inaccuracy is discovered before the selection and to dismissal if discovered after the selection.

5:5 Application not conforming in every respect with the requirements of the advertisement will be rejected.

### 6. Definition of Salary for the purpose of Eligibility

6:1 Salary for purposes of eligibility means only the consolidated salary and does not include any action salary, allowances etc.

### 7. New National Policy on Recruitment and Promotions :

Recruitment and Promotion in the Public Service, Provincial Public Service, Public Corporate Sector and Companies fully owned by the Government will be done in accordance with the policy laid down in the Public Administration Circulars No. 15/90 of 09.03.1990, 15/90 (I) of 25.03.1990 & 15/90 (II) of 15.06.1990 with effect from 01.01.1990 subject to amendments that will be done by subsequent Public Administration Circulars.

**Rules and Instructions for Candidates**

"All candidates are bound to act in conformity with the provisions of the Examinations Act, No. 25 of 1968."

All candidates are bound to abide by the rules given below. A candidate who violates any of these rules is liable to one or more of the following punishments at the discretion of the Commissioner of Examinations :—

- (i) Suspension from the whole or part of the examination or one subject or a part thereof ;
- (ii) Disqualification from one subject or from the whole examination ;
- (iii) Debarment from appearing for an examination for a period of one year or two years ;
- (iv) Debarment for life ;
- (v) Suspension of the certificate for a specified period ;
- (vi) Reporting the candidate's conduct to his Superiors or handing over the candidate to the Police or making a complaint to the Police over his action.

The Commissioner reserves himself the right to take action at any time before the Examination or at any stage of it or thereafter, and his decision shall be deemed final. In the case of examinations for recruitment to the Public Service, the decision of Commissioner of Examinations shall be subject to the Supervision of the Public Service Commission.

1. All candidates should conduct themselves in a quiet manner in and around the Examination Hall so as not to disturb or obstruct the Supervisor, his assistants or the other candidates. They should enter and leave the Examination Hall as quietly as possible.

2. Candidates should obey the Supervisor. Therefore, when the Examination is in progress and before the commencement of the Examination as well as immediately after the end of the Examination they should act in accordance with the instructions of the Supervisor and his assistants.

3. Under no circumstances whatsoever will a candidate be allowed into the Examination Hall after the lapse of half an hour after the commencement of a paper. No candidate will be permitted to leave the hall till after half an hour from the time of commencement of the paper. Candidates who come late for Practical and Oral Examinations are liable to be refused admission.

4. Every candidate should sit at the desk bearing his/her index number and not at any other desk. Unless with the permission of the supervisor no candidate should change his/her seat. The occupation of a seat other than the one assigned to him by a candidate is liable to be considered as an act with a dishonest intention.

5. Absolute silence should be maintained in the Examination Hall. A candidate is forbidden to speak to, communicate with or have dealings with any person within or outside the Examination Hall other than a member of the Examination Hall Staff. If there is an urgent need for a candidate to communicate with another, prior permission must be obtained from the supervisor.

6. A candidate's answer script is identified only by the Index Number and his/her name should not be written on the answer script. Another candidate's index number appearing on the answer script of a candidate is considered as an attempt to commit a dishonest act. Answer scripts bearing an index number that is difficult to decipher is liable to be rejected.

7. Candidates should write only on the paper provided and should not write anything on the blotting paper, question paper, desk or any other place. Non conformity with this rule could be taken as an act with dishonest intentions.

8. Any paper or answer book supplied should not be torn up, crushed, folded or erased. Each and every sheet of paper used for rough work should be tied up with the answer script. It should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination Hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

9. When answering questions in Mathematics the submission of correct answers with incorrect working or with no working at all and in art if the work of art is similar or very close in resemblance to that of another candidate in concept, in form or in execution it is liable to be considered as a dishonest act.

10. The removal of any paper or stationery supplied to candidates out of the Examination Hall is prohibited. All such material remains the property of the Commissioner of Examinations. Breach of this rule shall be liable to be considered an act with dishonest intention.

11. While in the Examination Hall a candidate should not have with him or near him any book, note book, pocket note book, exercise book, sheet of paper or pieces of paper other than the stationery supplied to him. Nor should any handbag, travelling bag or parcel other than the candidate's boxes of colours and boxes of instruments where necessary or any file cover, card board pad, folded newspapers, brown papers should be brought into the Examination Hall. Breach of this rule is a punishable act.

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to declare everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any another candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

14. A candidate will under no circumstance whatsoever be allowed to leave the Examination Hall even for a brief period during the course of the paper. However in an emergency if a candidate needs to leave the hall, he/she shall be allowed to do under the surveillance of the supervisor or his assistant. He/she shall be subject to search before leaving the hall as well as before re-entering it.

15. Impersonation while answering a paper or before the commencement of the Examination is a punishable offence. Tampering with identity cards, presenting false identity cards or tampering with someone's identity are also such offences. Candidates are warned not to commit such offences.

16. Assistance given to a candidate in a dishonest manner by a person who is not a candidate, is considered a serious offence.

**Candidates should adhere to the following instructions for their own safety :-**

(i) Be at the Examination Hall well in time. It is sufficient to be at the Examination Hall 10 or 15 minutes before the commencement of each paper. If you have any doubt as to the location of the Examination Hall, make inquiries on a day prior to the date of Examination and be sure of its location.

(ii) In case of any doubt regarding your entry for a paper or eligibility to sit a paper you should bring it to the notice of the Supervisor and get your doubts cleared. Failure to do so may result in your candidature for the subject being cancelled.

(iii) When appearing for the Examination, candidates should produce their identity cards at every paper they sit. If a candidate fails to produce identification documents at the Examination Hall, his candidature is liable to be cancelled. In case a candidate forgets to bring such documents into the Examination Hall, it should be brought to the notice of the Supervisor and arrangements should be made to produce them before the Examination concludes.

(iv) Standard stationery (i.e. writing paper, graph paper, ledger paper, precis paper) will be supplied. If you receive any stationery that is different from the kind generally distributed or distributed to the others it should be promptly brought to the notice of the supervisor. No paper other than those issued at the Examination Hall should be used for answering questions. Excess paper and other material should be left on the desk, in good condition. When log tables are supplied they should be used with care and left on the desk when you leave.

(v) Candidates should bring their own pens, pencils, bottles of ink, erasers, pieces of cloth, rulers, geometrical instruments, coloured pencils, coloured chalk, etc.

(vi) When you start answering you should promptly write down your Index Number and the name of the Examination on each sheet of paper used. Write neatly and legibly on both sides of the paper. Leave a blank line after the answer to each part of a question. After the answer to a full question leave one or several blank lines. Do not crowd in your work.

(vii) The left-hand margin of the answer sheet is set apart for you to enter the number of the question you answer. The right hand margin is reserved for the examiner's use and nothing should be written there. Number your answers correctly as incorrect numbering leads to confusion.

(viii) You should read carefully the instructions given at the head of the question paper, with regard to the compulsory questions and the manner in which the other questions should be selected. Disregard to these instructions is often liable to affect you adversely.

(ix) When Mathematics Questions are answered, give all details of calculations and any roughwork, in their serial order as part of the working of the problem. Necessary sketches, diagrams and figures should be accurate and sufficiently large. In an answer running into several pages if reference must be made to a diagram drawn in an earlier page, that diagram should be drawn repeatedly.

(x) At the end of each paper, arrange your answer sheets in the order you answered the questions. Then using the piece of twine supplied, tie them up at the top left hand corner. Do not tie up at the top right hand corner.

(xi) You should personally handover your answer script to the Supervisor or to an Invigilator. Or else remain in your seat till it is collected. Failure to do so may result in the loss of your script and your being treated as an absentee for the paper. On no account should your script be handed over to a peon or an attendant.

(xii) If it becomes necessary for you to speak to the Supervisor or an Invigilator, or if you need stationery, remain in your seat and raise your hand.

COMMISSIONER GENERAL OF EXAMINATIONS,

Department of Examinations,  
Pelawatta, Battaramulla.

## Posts – Vacant

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths

##### ANURADHAPURA DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Marriages, Births and Deaths in the Divisions set out in the Schedule hereto :

01. Applicants should be permanent residents of the said Births, Deaths and Marriages Registration Divisions and should be entitled to properties and have acquired sufficient interest and influence in the area.

02. Both male and female can apply for these posts.

03. Applicants should be not less than 30 years and not more than 60 years of age.

04. Applicants should be married.

05. Details regarding Educational and other qualifications etc. could be obtained from the notices exhibited in public places such as District Secretariats, Land and District Registries, Divisional Secretaries Offices, Grama Niladhari Offices, Rural Development Societies and Co-operative Societies in the Division.

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 12th March, 2012.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
24th January, 2012.

##### SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Application are called</i>	<i>Address to which applications should be sent</i>
Anuradhapura	Mihinthal	Post of Registrar of Marriages (General/ Kandyan) of Nuwaragampalatha Division and Births and Deaths of Kanadara Korale West Division.	District Secretary/Additional Registrar General, District Secretariat, Anuradhapura.

02-351

## Examinations, Results of Examinations &c.

### MINISTRY OF EXTERNAL AFFAIRS

#### Open Competitive Examination for Recruitment to Grade III of The Sri Lanka Foreign Service – 2012

AN Examination for the selection of suitable candidates for recruitment to Grade III of the Sri Lanka Foreign Service (hereinafter referred to

as the "Service") will be held in Colombo by the Commissioner-General of Examinations on behalf of the Public Service Commission.

02. *Scheme and Date of the Examination.*— The examination will be held in 02 parts :-

*Part I – Written Examination* :- Part I is a written examination which will consist of question papers in the following subjects and will be held in Colombo in May, 2012.

- (i) General Paper ;
- (ii) World Affairs I (Political) ;
- (iii) World Affairs II (Economic) ;
- (iv) Essay ;
- (v) Precis ;
- (vi) Aptitude and General Knowledge (Multiple Choice Questions).

*Part II – Viva-voce :*

Only candidates who have sat for all six papers of the written examination, have obtained minimum marks of 40% for each subject and the aggregate marks at or above the cut off point to be determined by the Secretary/External Affairs, which will be not less than 300 marks, shall be called for the *viva voce*, provided however the number of candidates to be called shall not exceed five times the number of vacancies to be filled. The *viva voce* will carry 100 marks. Under no circumstances, shall the minimum aggregate cut-off marks be lowered.

*03. Conditions of Service :*

- (a) The candidates who are selected on the results of this examination will be appointed to Grade III of the Sri Lanka Foreign Service in terms of the general conditions governing appointments in the Public Service and the terms and conditions set out in the Sri Lanka Foreign Service Minute 2001, subject to any amendments that may have been made or will be made hereafter to that Minute.
- (b) The post is permanent and pensionable.

*04. Salary Structure (Monthly).* – The applicable Salary code for this post is SL-1-2006 of the Public Administration Circular No. 6/2006. The applicable Salary Scale is as follows :

Rs. 22,935 - 10 x 645 - 8 x 790 - 17 x 1,050 - Rs. 53,555.

- (i) The Foreign Service Officers of Grade III are required to pass Three Efficiency Bar Examinations before reaching the following monthly salary points :-
  - \* First Efficiency Bar before reaching the salary point of Rs. 24,870.
  - \* Second Efficiency Bar before reaching the salary point of Rs. 27,450.
  - \* Third Efficiency Bar before reaching the salary point of Rs. 31,965.
- (ii) In terms of the Public Administration Circular 20/2001, officers are required to pass the 1st Efficiency Bar Examination within 3 years of the appointment and 2nd Efficiency Bar Examination within 06 years of the appointment.
- (iii) In terms of the Public Administration Circular 7/2007, officers who are recruited to the public service should

gain proficiency in the official language/s, other than the language he/she was recruited to the service within 05 years of the appointment.

*05. Health and Character.* – The candidate must satisfy the Secretary, Ministry of External Affairs that he/she is of sound health and that he/she has an excellent moral character. He/she should be physically fit for service in any part of the world. Selected candidates will be called upon to undergo a special medical examination.

*06. Eligibility.* – A candidate must –

- (a) be a citizen of Sri Lanka ;
- (b) have obtained a degree from,
  - (i) a recognized University in Sri Lanka ; or
  - (ii) a foreign University recognized by the University Grants Commission of Sri Lanka (UGC). Documentary proof to this effect issued by the UGC should be submitted by the candidate at the time of *viva voce*.
- (c) have attained the age of 22 years and have not attained the age of 32 years on the closing date of applications. In case of a candidate who is already in the Public Service, such a candidate must not have attained the age of 40 years on the closing date of applications and should possess a satisfactory record of service.

*Notes :* (i) For the purpose of clause 6(c) a candidate in the Public Service means (as defined in Chapter I of the Establishments Code) any officer who has been confirmed in the Public Service Central Government Service and the Provincial Public Service by the closing date of application.

*Notes :* (ii) A candidate in the Public Service will not be eligible to sit this examination unless he/she has had a satisfactory record of service during the 05 years immediately preceding the closing date of application or if the period of service is less than 05 years during the total period of service with the Government.

*Notes :* (iii) A member of the Public Service will be considered to have a satisfactory record of service only if he/she has earned on the due date, all increments within the 05 years immediately preceding the closing date of application or if the period of service is less than 05 years during the total period of his/her service in the respective institution and has not suffered any punishment whatsoever (except a warning) in respect of any offences committed during the period as mentioned above.

*Notes :* (iv) Applicants in the Public Service should send their applications through their respective Heads of Departments/Institutions.

07. *Fees for the examination.*— The fee for the examination is Rs. 1,000.

This fee should be paid before the closing date of applications at the nearest District Secretariat or Divisional Secretariat and credited to the Revenue Head 2003-02-13. The receipt issued for the payment should be attached to the application (Keeping a photocopy of the receipt will be useful.)

*Note.*— A candidate who withdraws himself/herself or is absent from the examination for any reason whatsoever or having sat for the examination is found to be ineligible, shall not be entitled to a refund of the whole or portion of the examination fee.

08. *Method of Application* :—

- (a) The application should be in the form of the specimen appended to this notification and should be on a sheet of paper 8.5" x 11.6" (A-4 size) using both sides of the paper. Column 1 - 7 should be prepared in the first page and the other columns in the 2nd and 3rd pages. The form should be filled in by the candidate's own hand writing.

The applications which are not according to the specimen application form and the applications which are not duly completed will be rejected without any notification. Keeping a photocopy of the application will be useful. The applications should be forwarded according to the specimen application form and otherwise they will be rejected. When preparing the application name of the Examination in the heading of the application should be in English for Sinhalese and Tamil applications.

- (b) The application should be in the language medium in which the candidate intends to sit the examination.
- (c) The completed application for the examination must be sent by registered post to the "Commissioner-General of Examinations, Department of Examinations (Organization and Foreign Examination Branch), Pelawatte, Battaramulla", so as to reach him on or before 09th March, 2012. The top left-hand corner of the envelope containing the application should bear clearly the words "Open Competitive Examination for Recruitment to Grade III of the Sri Lanka Foreign Service – 2012" and English letter "S" should be clearly indicated within a cage (2cm x 2cm) on the top of the left side of the envelope. No application received after this date will be accepted.
- (d) Any application which is not complete in every respect is liable to be rejected. No claim that an application has been lost or delayed in the post will be considered.
- (e) Applications will not be acknowledged. A notice will be published in the newspapers as soon as Admission Cards are issued. Applicants are advised to be on the look out for such a notice.

- (f) If admission cards are not received even after 2-3 days of the paper notice, the applicant should inform the Department of Examinations as specified in the notice. It is more effective to send the certified copies of the application, cash receipt and the registered post receipt along with a fax number to fax the admission card if you are living outside Colombo.

09. *Admissions to the Examination* :

- (a) The Commissioner General of Examinations will issue admission cards to those applicants who are eligible. A candidate presenting himself/herself for the examination must produce his/her attested admission card to the supervisor of the examination center. A candidate who fails to produce his/her admission card will not be permitted to sit the Examination. Candidates will be subject to rules and regulations on examinations procedures imposed by the Commissioner General of Examinations.

A candidate, in case of violation of such law, shall be subject to a penalty imposed by the Commissioner General of Examinations.

- (b) A candidate must sit the examination at the examination hall assigned to him/her. Every candidate should surrender to the supervisor of the hall, the admission card relevant to the hall, on the first day of his/her presenting himself/herself for the examination at the hall. A set of rules to be observed by all candidates is published in this *Gazette*.

*Note.*— Issuance of admission card to a candidate does not necessarily mean that he/she has the requisite qualifications in the *Gazette* Notification.

10. *Identification of Candidates.*— A candidate will be required to prove his/her identity at the examination hall to the satisfaction of the supervisor for each subject he/she offers. For this purpose any of the following documents will be accepted :

- (i) National Identity Card issued by the Department of Registration of Persons ;  
(ii) A valid passport.

11. *Penalty for furnishing false information.*— If candidate is found to be ineligible, his/her candidature is liable to be cancelled, at any stage prior to, during or after the examination. If any of the particulars furnished by the candidate are found to be false within his/her knowledge or if he/she has willfully suppressed any material fact, he/she will be liable to dismissal from the Public Service.

12. *Language of Examination* :

- (a) The examination will be held in Sinhala, Tamil and English.
- (b) A candidate can sit the examination in one of the three languages mentioned above. However, the candidate must sit all the question papers in one language of his/her choice.

Please note that the medium in which the candidate applied for the examination cannot be changed.

13. *Method of Testing :*

(a) Part I - Written Examination : This will consist of following six (06) question papers :

Subject No.	Subject	Duration	Marks
01	General Paper	3 hours	100
02	World Affairs I	3 hours	100
03	World Affairs II	3 hours	100
04	Essay	3 hours	100
05	Précis	1 hour	100
06	Aptitude and General Knowledge	1 hour and 40 minutes	100

*Syllabus for Written Examination :*

- (i) *General Paper* - This question paper is designed to test the candidate's knowledge of the political, social, cultural and economic environment of Sri Lanka, matters of current national and international interest as well as scientific and technological developments.
- (ii) *World Affairs I* - This paper will consist of questions on current global political developments, the United Nations and other International/Intergovernmental Organizations, conflict situations and development of various national and international movements, in order to ascertain the candidate's ability to analyze global trends for peace, security and development and their impact on Sri Lanka.
- (iii) *World Affairs II* - This paper will consist of questions on recent trends in trade and economic development including the role played by International/Intergovernmental Organizations, the impact of regional economic groupings, issues such as environment and sustainable development and their relevance to Sri Lanka.
- (iv) *Essay* - An essay to be written on one or more specified subjects. These subjects will not be related to any subject field of study but will be designed to test the candidate's general knowledge and intelligence and his/her general ability both in powers of thinking and expression. The essay will be judged by the degree of thoughtfulness and originality in its treatment of the subject as well as by its language, style and presentation. It must be clearly and legibly written.

*Note.*— The attention of candidates is drawn to the importance of relevance and legibility. Credit will be given to careful examination of the subject to the degree of analytical thinking, the quality of writing and ability to express oneself concisely and clearly.

(v) *Précis* – This paper is designed to test the candidate's ability to grasp the meaning of a given passage and to express it effectively and concisely.

(vi) *Aptitude and General Knowledge* – This question paper will be in two parts, comprising the following sections, each in the form of multiple choice questions.

\* Intelligence Quotient (IQ) – To assess the powers of logical reasoning and analytical ability of the candidate.

\* General Knowledge and Current Affairs – To test the candidate's knowledge of current developments in the political, economic and Socio-cultural Fields, both local and international.

14. *Viva Voce.*— The candidates will be interviewed on matters of general interest. The objective of the interview is to assess his/her suitability for the service for which he/she is entering. The board will attach particular importance to his/her intelligence and mental alertness, his/her strength of character and his/her potential qualities of leadership. A candidate's proficiency in other languages, higher educational qualifications and computer skills etc. will also be assessed at the interview. The making scheme of the structured interview is as follows :

	Heads available for awards of marks at the interview	National marks	Maximum marks
01.	Educational qualifications		30
	(a) PhD	30	
	(b) Master's Degree	25	
	(c) Postgraduate Diploma	20	
	(d) Degree with 1st class	15	
	(e) Degree with 2nd class	08	
02.	Proficiency of English		15
	(a) English Special Degree	15	
	(b) English as a subject in the Degree	10	
	(c) Degree in English Medium	10	
	(d) Diploma from a recognized university. Technical College or qualifications such as TOEFL, TESL, EDEXCEL etc. (duration more than one year)	08	
	(e) English subject in G.C.E. (A/L) exam (local or London)	06	
	Distinction	05	
	Credit	05	
	(f) Proficiency in Spoken English		
03.	Computer skills		15
	(a) Degree from a recognized university	15	
	(b) Diploma from a recognized university, Technical College etc. (Duration more than 06 month)	10	
	(c) Certificate Course (Duration more than 06 months) (If the IT Degree is the basic qualification, marks may not be granted for it degree under this stream)	05	

<i>Heads available for awards of marks at the interview</i>	<i>National marks</i>	<i>Maximum marks</i>
04. Proficiency of Official Language and link languages in G. C. E. (O/L) Standard of above 05 marks for each language (maximum 2 language)		10
05. Personality, presentation and special aptitudes		15

15. *Method of selection for appointment.*— The selection for appointment will be made on the total aggregate of marks obtained at the written examination and the *viva-voce* taken together. The final selection for appointment will be made by the Public Service Commission.

16. Any matter not provided for in this *Gazette* Notification will be dealt with as determined by the Public Service Commission. Public Service Commission reserves the right to fill these vacancies, wholly or partly or not to fill any vacancy.

By order of the Public Service Commission,

KARUNATILLAKE AMUNUGAMA,  
Secretary,  
Ministry of External Affairs.

Ministry of External Affairs,  
Republic Building,  
Colombo 01,  
10th February, 2012.

**OPEN COMPETITIVE EXAMINATION FOR  
RECRUITMENT TO GRADE III OF THE SRI LANKA  
FOREIGN SERVICE – 2012**

(For office use only)

Medium of examination :

*Please write the appropriate No. in the cage*  
(Sinhala - 2, Tamil - 3, English - 4)

01. (i) (a) Last name with initials (in English block capitals) : \_\_\_\_\_.  
 (Example : SUMANASIRI, B. A.)  
 (b) Last name with initials (in Sinhala/Tamil) : \_\_\_\_\_.  
 (ii) (a) Names denoted by initials (in English block capitals) : \_\_\_\_\_.  
 (b) Names denoted by initials (in Sinhala/Tamil) : \_\_\_\_\_.
02. Address :  
 (i) Private (In English block capitals) : \_\_\_\_\_.  
 (Admission card will be posted to this address)  
 (ii) Official : \_\_\_\_\_.

(iii) Telephone Nos. : Official : \_\_\_\_\_.  
 Residence : \_\_\_\_\_.

03. Sex : \_\_\_\_\_.  
 Please write appropriate No. in the cage  
 (Male - 0, Female - 1)

04. National Identity Card No. :

05. (i) Date of birth :  
 Year : \_\_\_\_\_, Month : \_\_\_\_\_, Date : \_\_\_\_\_.  
 (ii) Age on the closing date of application :  
 Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.

06. Nationality :   
 Please write appropriate No. in the cage  
 (Sinhala - 1, Tamil - 2, Indian Tamil - 3, Muslim - 4,  
 Others - 5)

07. Whether married or single :   
 Please write appropriate No. in the cage  
 (Single - 1, Married - 2)

08. State the year/years in which you have sat for the examination  
 for recruitment to the Sri Lanka Foreign Service :

(i) \_\_\_\_\_  
 (ii) \_\_\_\_\_  
 (iii) \_\_\_\_\_

09. Are you a graduate holding a post in the Public Service. If so,  
 state the name of the post : \_\_\_\_\_.

10. Details of the University Degree (Please read paragraph 7(i) and  
 7(ii) of the notification carefully to see whether you are qualified  
 in this respect) :

(i) Name of the University : \_\_\_\_\_.  
 (ii) Degree : \_\_\_\_\_.  
 (iii) Date of award : \_\_\_\_\_.  
 (iv) General/Special : \_\_\_\_\_.  
 (v) Subjects : \_\_\_\_\_.  
 (vi) Class : \_\_\_\_\_.

11. If you have any other academic/professional qualifications  
 (postgraduate degree/diploma, certificates in foreign languages  
 etc.) Please give details below : \_\_\_\_\_.

12. I declare that to the best of my knowledge and belief the  
 information given in this form is true and that I have affixed the  
 receipt No. .... dated ..... being payment of the  
 Examination Fee. I also agree to be bound by the rules governing  
 the examination and any decision that may be taken to cancel my  
 candidature prior to, during or after the examination, if it is



found that I am ineligible according to the regulations of this examination.

Please paste the payment receipt here

\_\_\_\_\_,  
Signature of the Applicant.

13. (Only for candidates already in the Public Service and the Provincial Public Service)

CERTIFICATE OF THE HEAD OF DEPARTMENT/INSTITUTION

I have ascertained that during 5 years/..... years preceding  
..... 2010. Mr./Mrs./Miss. .... has (a) earned all his/her

increments. (b) not been subjected to any form of disciplinary punishment (excluding warning).

I certify that the particulars given in the application are correct and he/she has paid the relevant examination fees and attached the cash receipt herein.

This officer if selected could be released from his/her present post immediately.

\_\_\_\_\_,  
Signature of Head of Department and  
Designation.

Date : \_\_\_\_\_.

02-322