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**The Gazette of the Democratic Socialist Republic of Sri Lanka**  
**EXTRAORDINARY**

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**PART I : SECTION (I) — GENERAL**  
**Government Notifications**

**MINUTE OF SRI LANKA TECHNOLOGICAL SERVICE**

FOLLOWING Minute of the Sri Lanka Technological Service is hereby substituted without prejudice to any action taken or purported to be taken in terms of the Minute of the Sri Lanka Technological Service published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No. 1426/34 dated 06th January 2006 and revisions made to the same from time to time.

On the order of Public Service Commission,

T. M. L. C. SENARATHNE,  
Secretary,  
Public Service Commission,

12th February 2015.

**Minute of Sri Lanka Technological Service**

**1. Effective Date :**

This Service Minute shall be effective from 01.06.2013.

**2. Particulars of the Appointing Authority :**

2.1 Appointing Authority: Training Grade, Grade III, Grade II and Grade I - Secretary of the respective Ministry/  
Head of the Department Special Grade- Public Service Commission

**3. Service Category/Service Categories :**

Supervisory Management Assistant- Technological  
Management Assistant- Supra Grade

3.1 Grades: Grade III

Grade II

Grade I

Special Grade



#### 4. General Definition of the Role Entrusted to :

A service category which performs the activities in the nature of multi-tasks including the tasks such as supervision, direction and management of Financial, Human, Physical, Material, Technical data and resources which are supportive to the role of the executives of the institutions who are required to obtain a training on the knowledge on technology connected to practical subjects organized on scientific principles and supplementary to professional services such as engineering, scientific, agriculture and animal production, which are the management services on training and experience.

#### 5. Salaries :

5.1 Salary Code Number: Grade III, 11,1 -MN3-2006A  
Special Grade- MN7-2006A

5.2 Salary Scale :

Grade III, 11,1 -  
Rs. 15,005/-4xI80-6x240-1Ix320-20x360- Rs.27,885/-  
Special Grade-  
Rs.20,030/-11x365-18x500-Rs33,045/-

5.3 Initial Salary step applicable to grading system :

<i>Grade</i>	<i>Initial salary step</i>	<i>Salary point (Rs)</i>
Grade III	1	Rs. 15,005/-
Grade III	12	Rs.17,485/-
Grade I	23	Rs.21,045/-
Special Grade	4	Rs.21,125/-

5.4 Allowance for Training Grade, as per Public Administration Circular 06/2006 (11):-

1st Year- Rs. 12,920.00  
2nd Year- Rs. 13,040.00

#### 6. Posts belonging to the Service :

06.1 Approved Designations, approved number of Posts and Grades:

The posts approved by the Department of Management Services as posts of Sri Lanka Technological Service, under the Vote of each Ministry, Department, and Institution shall belong to this service.

Role entrusted to each post shall be mentioned in the Scheme of Recruitment relevant to the post.

6.2 Combined number of Officers:

For the purpose of promotions from grade to grade, III, II and I shall be treated as belonging to the Combined Number of Officers. An approved cadre for special grade shall be maintained separately depending on the exigency of service outside the above cadre.

6.3 Nature of the Post : Permanent and pensionable

## 7. Method of Recruitment :

### 7.1 Ratio of Recruitment

<i>Stream</i>	<i>Percentage</i>
Open	70%
Limited	30%
Merit	Not applicable

Note: I. 70% of vacant posts exists in combined number of officers of Grade III, II and I, shall be filled from an open competitive examination which is held for external candidates.

II. At such instances where sufficient internal candidates with basic qualifications are not found within the relevant Department/Ministry to fill the percentage to be recruited from limited competitive examination, remaining number shall be filled strictly by the external candidates who are selected from the open competitive examination.

III. If the number of vacancies is less than 3, recruitments shall be made only under Open stream.

### 7.2. Recruitment under Open Stream

#### 7.2.1 Recruitment Grade :

##### 7.2.1.1 Training Grade: (Training period of two years)

Shall have passed G.C.E. (A/L) examination in three subjects in Science/Mathematics/Technology stream, including two subjects related to the field, at one sitting. (Subjects related to each post shall be mentioned in the Scheme of Recruitment)

and

Shall have passed G. C. E. (O/L) examination in six subjects (06) with credit passes for Sinhala/Tamil/English language, Science, Mathematics and another subject, at one sitting.

##### 7.2.1.2 Training Grade: (Training Period of One Year)

###### (a) Educational Qualifications-

Shall have passed G.C.E. (A/L) examination in three subjects in Science/Mathematic/Technology stream, including two subjects related to the field, at one sitting. (Subjects related to each post should be mentioned in the Scheme of Recruitment)

and

Shall have passed G. C. E. (O/L) examination in six subjects (06) with credit passes for Sinhala/Tamil/English language, Science, Mathematics and another subject, at one sitting.

(b) Professional Qualifications :

- (I) Shall have possessed National Certificate in Technology, following successfully a course in a field relevant to the post, from a Technical College recognized by Tertiary and Vocational Education Commission  
(EX: National Certificate in Technology: Civil/Electrical/Mechanical)
- (II) Shall have possessed the relevant certificate, successfully following a full time course of one year in Draftsmanship from a Technical College recognized Tertiary and Vocational Education Commission

Or

- (III) Shall have possessed the relevant certificate, successfully following the National Certificate Course for Industrial Technicians in a field relevant to the post from a Technical College recognized by the Tertiary and Vocational Education Commission

Or

- (IV) Shall have possessed any other Technological qualifications recognized by Tertiary and Vocational Education Commission as being equivalent in each and every way to the Technological qualifications mentioned above after obtaining views of the Institutions such as Ministry of Higher Education and other Institutions by which the above certificates issued.

Note:- I. At the instances where recruitments are made through both direct recruitments to Grade III and recruitments to training grade recruitment shall be first made to Grade III which is the recruitment grade

- II. Where the number of candidates who become qualified to Grade III which is the recruitment grade is not sufficient, the remaining vacancies shall be filled by the candidates who satisfy' qualifications for recruitment to training grade.

7.2.1.3 Grade III (Open)

(a) Educational Qualification:

- (I) Shall have passed G.C.E. (A/L) examination in three subjects in Science/Mathematics/Technology stream, including two subjects related to the field relevant to the post, at one sitting. (Subjects related to each post should be mentioned in the Scheme of Recruitment)

and

Shall have passed G. C. E. (O/L) examination in six subjects (06) with credit passes for Sinhala/Tamil/English language, Science, Mathematics and another subject, at one sitting.

(b) Professional Qualifications:

- (i) National Diploma in Technology awarded by the University of Moratuwa or Hardy Technical College Ampara

or

(ii) National Diploma in Engineering awarded by the National Apprenticeship and Industrial Training Authority.

or

(iii) Higher National Diploma in Engineering awarded by the Ministry of Education and Higher Education.

or

(iv) Two years Diploma in Agriculture awarded by an Institution recognized Tertiary and Vocational Education Commission.

or

(v) Diploma in Technology awarded by the Open University of Sri Lanka. or

(vi) Successful completion of part I of the Engineering examination conducted by the Sri Lanka Institute of Engineers.

or

(vii) Completion of level 6 of National Vocational Qualification (NVQ), related to the field

(viii) Any other Technological qualifications recognized by the Tertiary and Vocational Education Commission as being equivalent in each and every way to the Technological qualifications mentioned above after obtaining views of the Institutions such as Ministry of Higher Education and other Institutions by which the above certificates issued.

**Note:** Action shall be taken to include in to procedures of recruitment a segment/ segments which are suitable to the requirement of the institution and so as to be relevant to the post out of 7.2.1.1, 7.2.1.2, 7.2.1.3. One or several qualifications out of professional qualification mentioned in , 7.2.1.2 (b) and 7.2.1.3 .(b) shall be selected and included in to relevant Scheme of Recruitment.

#### 7.2.2 Physical Fitness

Shall have the physical fitness to serve in any part of the island and to perform the duties of the post.

#### 7.2.3 Other :

I. Shall be a citizen of Sri Lanka

II. Shall be of excellent character

III. No person who is ordained in any religious order shall become eligible to sit the examination

IV. Candidates are deemed to have possessed qualifications to sit the competitive examination for recruitment to the service only if they have satisfied all the qualifications and the prescribed age limit in each and every aspect, as at the date prescribed in the notification for calling applications.

#### 7.2.4 Age :

7.2.4.1 The Minimum Age Limit : Not less than 18 years

7.2.4.2 The Maximum Age Limit : Not over 30 years

7.2.5 Method of Recruitment : Recruitments shall be made on the results of a written examination and a general interview. Qualified candidates shall be selected by calling for a general interview, a number of candidates equivalent to the number of recruitments expected to be made on the order of the merit determined on the aggregate of marks secured at the examination by the candidates who have passed the written examination

#### 7.2.5.1 Written Test

<i>Subjects</i>	<i>Maximum marks</i>	<i>Pass mark</i>
Intelligence test	100	40%
Subject related Technological Test	100	40%

(Syllabus shall be mentioned in the relevant Scheme of Recruitment)

#### 7.2.5.1.1 Conducting Authority :

Appointing Authority shall mention authority for conducting the written examination in each Scheme of Recruitment

7.2.5.2 Professional Test : Not applicable

7.2.5.3 Expected objectives to be achieved at General Interview :

Marks shall not be allocated and only verification of qualifications shall be made.

#### 7.2.5.3.1 Appointing Authority of the General Interview Board :

Respective Appointing Authority

7.2.5.4 Structured Interview : Not applicable

7.2.6 Method of Calling Applications: Applications shall be called by publishing a notice in the Government Gazette or publishing public notices or notices in the web site.

### 7.3 Recruitment under Limited Stream

#### 7.3.1 Recruitment Grade :

7.3.1.1 Training Grade (For a training period of two years)

#### (a) Educational Qualifications :

Shall have passed G. C. E. (O/L) examination in six subjects (06) with credit passes for Sinhala/Tamil/English, Mathematics and Science at not more than two sitting.

(b) Experience :

Shall have obtained an active and satisfactory 10 years service experience in a permanent, departmental post of a primary or above service category in the relevant field

7.3.1.2 Training Grade : (For a training period of one year)

(a) Educational Qualification :

Shall have passed G. C. E. (O/L) examination in six subjects (06) with credit passes for Sinhala/Tamil/English, Mathematics and Science at not more than two sitting.

(b) Professional Qualifications :

A 5 years experience in the relevant field along with a professional qualification mentioned in 7.2.1.2 (b)

(c) Experience :

Shall have obtained an active and satisfactory 10 years service experience in a permanent, departmental post of a primary or above service category in the relevant field

7.3.1.3 Grade III (Direct Recruitments)

(a) Educational Qualifications :

Shall have passed G. C. E. (O/L) examination in six subjects (06) with credit passes for Sinhala/Tamil/English Mathematics and Science at not more than two sitting.

(b) Professional Qualifications

Shall have obtained a professional qualification relevant to the post mentioned in 7.2.1.3 (b).

(c) Experience :

Shall have obtained an active and satisfactory 05 years service experience in a permanent, departmental post of a primary or above service category in the relevant field

7.3.2 Physical Fitness :

Shall have the physical and mental fitness to serve in any part of the island and to perform the duties of the post

7.3.3. Other

I. Shall have been confirmed in permanent appointments.

II. Shall have completed at least a satisfactory service period of 05 years, in a permanent appointment in public service immediately preceding the prescribed date and shall have certified the same by the Head of the Department

III. Officers are deemed to have possessed qualifications to sit the written test for recruitment to the service only if the officer has satisfied all the qualifications in each and every aspect, as at the date prescribed in the notification for calling applications.

#### 7.3.4 Method of Recruitment

Recruitments shall be made on the results of a written examination and a general interview. Qualified candidates shall be selected by calling for a general interview, a number of candidates equivalent to the number of recruitments expected to be made on the order of the merit determined on the aggregate of marks secured at the examination by the candidates who have passed the written examination

##### 7.3.4.1 Written Test

<i>Subjects</i>	<i>Maximum marks</i>	<i>Pass mark</i>
Intelligence test	100	40%
Subject related Technological Test	100	40%

(Syllabus shall be mentioned in the relevant Scheme of Recruitment)

##### 7.3.4.1.1 Conducting Authority :

Appointing Authority shall mentioned authority for conducting the written examination in each Scheme of Recruitment

##### 7.3.4.2 Professional Test : Not applicable

##### 7.3.4.3 Expected objectives to be achieved from General Interview

Marks shall not be allocated and only verification of qualifications shall be made

##### 7.3.4.3.1 Appointing Authority of the General Interview Board :

Respective Appointing Authority

##### 7.3.4.4 Structured Interview : Not applicable

#### 7.4 Recruitment under the Order of Merit : Not applicable

#### 7.5 Recruitment to Grade III of End of Training Period

- (a) Recruitment to Grade III shall be made on submission of the certificate issued by the relevant institution proving that the officer has passed the examination after successful completion of training period mentioned in the Scheme of Recruitment , by the candidates who have been enrolled to the Training Grade under Open or Limited stream.

(Relevant institution shall issue a proper certificate at the end of training period. The institution which issues the certificate shall be mentioned in the Scheme of Recruitment.)

- (b) An opportunity shall be given for apprentices who are unable to pass the examination which is held at the completion of training, to get their training period extended for not more than 06 months.



Service of the apprentices who applied under open stream and failed from the examination which is held again at the end of the extended training period shall be terminated. Apprentices who applied under limited stream shall be released to their previous posts.

- (c) In case where there are certain special posts for which it is necessary to obtain a training period over two years, recruitments shall be made to Grade III at the end of training on the basis of granting one salary increment for each year of such additional training period and further the additional training period shall be counted for the period considered for promotion to Grade II
- (d) Apprentices selected under limited stream shall remain further on the salary scale received previously even in the training grade. However, they shall be paid an annual, allowance equivalent to the initial salary increment of the recruitment grade of the Sri Lanka Technological Service until they pass the examination held by the department at the end of the training period. An officer who follows the training period successfully shall be placed in the second year on the higher salary step of the salary scale which he receives so far. In the meantime the allowance shall be paid continuously. On passing the examination after completion of training period satisfactorily, salary conversion shall be made in accordance with the provisions of the Establishments Code revised by Public Administration Circular No: 07/2000 dated 02.03.2000.
- (e) If the training period of the applicants, who are included into the Training Grade of a certain post under open or limited stream, on the requirement of the relevant Ministry/ Department as the case may be, relevant appointing authorities should take actions to obtain the approval of the Public Service Commission and to include the training period in each recruitment procedure.

#### 08. Efficiency Bar Examination :

##### 8.1

<i>Efficiency Bar</i>	<i>At what point the limit for passing the Efficiency Bar expires (number of years)</i>	<i>Nature of the Efficiency Bar Written/Professional test/Certificate courses/ other</i>
1st Efficiency Bar	Before lapse of three (03) years from recruitment to Grade III of Sri Lanka Technological Service	Written test (Schedule 01)
2nd Efficiency Bar	Before lapse of three (03) years from promotion to Grade II of Sri Lanka Technological Service	Written test (Schedule 02)
3rd Efficiency Bar	Before lapse of five (05) years from promotion to Grade I of Sri Lanka Technological Service	Three months training course on management

8.2 Time Frame of the Efficiency Bar Examination : shall be conducted twice a year.

8.3 Authority for conducting Efficiency Bar Examinations:

- (a) 1st and 2nd Efficiency Bar Examinations shall be conducted by Commissioner General of Examinations on behalf of the Secretary, Ministry of Public Administration and Home Affairs
- (b). 3rd Efficiency Bar Examination shall be a three month course on Management conducted by an institution approved by the Secretary of the Public Administration and Home Affairs

Note: The officers who are being promoted to Grade I of Sri Lanka Technological Service as at the date in which this minute shall be effective, shall be exempted from 3rd Efficiency Bar Examination.

#### 09. Language Proficiency :

<i>Language</i>	<i>Proficiency to be satisfied</i>
Official Language	Officers, who have been appointed to service in a language other than any official language, shall acquire relevant proficiency in official language within the probation period.
Other Official Language	Proficiency at the relevant level shall be acquired as per Public Administration Circular 01/2014 and other circulars issued subsequently.
Link Language	Shall have obtained a credit pass for English language at G.C.E. Ordinary Level before lapse of 05 years In Grade III.

#### 10. Grade Promotions :

##### 10.1 Promotion from Grade III to Grade II 10.1.1 On Average Performance

###### 10.1.1.1 Qualifications to be Satisfied

- I. Shall have been confirmed in appointment.
- II. Shall have completed an active and satisfactory period of service for at least ten (10) years in Grade III of the service category and earned ten (10) salary increments
- III. Shall have proved a performance at satisfactory level or above during the period of ten (10) years preceding the date of promotion as per the approved performance appraisal procedure.
- IV. Shall have completed a satisfactory service of five (05) years immediately preceding the date of promotion.
- V. Shall have obtained the prescribed level of proficiency In other official language.
- VI. Shall have passed the first Efficiency Bar Examination on due date.

###### 10.1.1.2 Method of Promotion

When officers who have satisfied the qualifications make a request to the Appointing Authority as per the specimen form, promotion to Grade II shall be made by the Appointing Authority after verification of qualifications to be effective from the qualifying date.

##### 10.2 Promotion from Grade II to Grade I

###### 10.2.1 On Average Performance

###### 10.2.1.1 Qualifications to be Satisfied

- (I) Shall have completed an active and satisfactory period of service for ten (10) years in Grade II of the service category and earned ten (10) salary increments.

- (II) Shall have proved a satisfactory period of service within five (05) years immediately preceding the date of promotion.
- (III) Shall have proved a performance at satisfactory level or above during the period of ten (10) years preceding the date of promotion as per the approved performance appraisal procedure.
- (IV) Shall have passed the second efficiency bar examination on due date.

#### 10.2.1.2 Method of Promotion :

When officers who have satisfied the qualifications make a request to the Appointing Authority as per the specimen form, promotion to Grade I shall be made by the Appointing Authority after verification of qualifications to be effective from the qualifying date.

Note:- When promotions are made on average performance, the date of promotion of the officers who fail the efficiency bar examination on the prescribed date shall be delayed for a period equivalent to the delayed period of time obtained to pass the examination.

### 10.3 Recruitment to Special Grade

#### 10.3.1 Ratio of Recruitment

<i>Stream</i>	<i>Percentage</i>
Limited	40%
Service Experience and Merit	60%

Note:- When recruitments are made to special grade, the vacancies shall be calculated as at 31st December of the previous year.

1. At the instances where the approved number of posts is 04, the percentage of recruitment under Limited competitive examination shall be 25%, and the percentage of recruitment under Seniority and Merit shall be 75%. At the instances where the approved number of posts are 3, the percentage of recruitment under the above Limited competitive examination shall be 33.33%, and the percentage of recruitment under Seniority and Merit shall be 66.66%
- II. At the instances where the approved number of posts is below 3, filling of vacancies in the posts shall be made on Service Experience and Merit of the officer.

#### 10.3.2 Recruitment under Limited Competitive Examination

##### 10.3.2.1 Qualifications to be Satisfied :

- (I) Shall have completed an active and satisfactory period of service for five (05) years in Grade I of the Supervisory Management Assistants- Technical service (MN-03) category and earned due five (05) salary increments.
- (II) Shall have completed a satisfactory service of five (05) years immediately preceding the date of promotion.
- (III) Shall have passed the third efficiency bar examination on due date.

### 10.3.2.2 Method of Promotion

Promotions to special grade shall be made by the appointing authority on the order of merit of the examination and the number of vacancies after verifying that the other qualification have also been fulfilled by those who have passed on results of the examination for promotion to special grade conducted by an interview board appointed by Public Service Commission. (Examination for promotion to special grade- schedule 03)

- Note:
- I. The results of the Limited Competitive Examination for recruitment to special grade shall strictly be made applicable to fill the number of vacancies existing in the year which is relevant for the examination)
  - II. If the examination could not be held annually, the results of the examination held in later year shall be applied for the filling of vacancies existed in each year. For this purpose the officers, who have become qualified as at the dates on which the posts have fallen vacant in each year, shall be selected on the order of the marks and the date of promotion for special grades shall be the date of the examination.

### 10.3.3 Recruitment on Seniority and Merit

#### 10.3.3.1 Qualifications to be Satisfied

- (I) Shall have completed an active and satisfactory period of service for Six (06) years in Grade I of the Supervisory Management Assistants- Technical service (MN-03) category and earned due Six (06) salary increments.
- (II) Shall have completed a satisfactory service of five (05) years immediately preceding the date of promotion.
- (iii) Shall have proved a performance at satisfactory level or above level during the period of six (06) years immediately preceding the date of promotion as per the approved performance appraisal procedure.
- (iv) Shall have passed the third efficiency bar examination on due date.

#### 10.3.3.2 Method of Recruitment

Promotions to special grade shall be made by the appointing authority after verifying by an examination for verification of qualifications, which is conducted by the appointing authority, that the officer has satisfied all other requirements and on the order of the merits obtained at the structured interview, for which marks are allocated for seniority and merit, which is conducted by an interview board appointed by Public Service Commission and on the number of vacancies.

(Structured interview for promotion to special grade - Schedule 04)

**11. Appointment to Posts** - Provisions shall be included in each Scheme of Recruitment depending on the requirement

**12. Conditions outside the general conditions indicated in the procedural rules of the Public Service Commission.**

#### 12.1 Probation Period and Confirmation in Service

- I. An officer recruited to Grade III of the service on the results of the open competitive examination shall be subjected to a probation period of three years. He/She shall be confirmed in the service at the end of the probation period if he/she has passed the first efficiency bar examination, satisfied the requirement of acquiring the proficiency in official language and further his/her work and conduct were satisfactory.
- II. Officers recruited to Grade III on the results of the limited competitive examination shall be subjected to an acting period of one year. He/She shall be confirmed in the service at the end of such acting period if his/her work and conduct were satisfactory during the period.

#### 12.2 Promotion in Professional Services

- I. A certain percentage of the cadre in professional services in departments shall be, reserved for the promotions of the officers in Grade I of Sri Lanka Technological Service who are selected from an examination
- II. These paths shall be extended for the posts in Technological Service for which such promotional paths are not available. For this purpose it is expected that action shall be taken by the Head of Departments to create at least one departmental post parallel to professional services mentioned in Section 12.2.1

12.3 All the officers shall acquire skills and proficiencies as determined by the government from time to time.

### 13. Interpretations outside the interpretations mentioned in the Procedural Rules of Public Service Commission

- I. The term “Gazette” shall mean the gazette published by the Democratic Socialist Republic of Sri Lanka.
- II. The term “Service Minute” shall mean the Minute of the Sri Lanka Technological Service.
- III. The term “Effective Date” shall mean the date on which this minute comes in to effect.
- IV. “Service” or “S.L.T.S” shall mean the Sri Lanka Technological Service.
- V. “Apprentice” shall mean a person who has been recruited under provisions of this Minute and is in Training Grade.
- VI. “Period of Active Service” shall mean the actual period served by the officer engaged in the duties assigned to him and drawing the salary attached to his post. However, all the periods on No Pay other than Maternity Leave approved by the government shall not be counted for the period of active service.

### 14. Provisions for Absorption :

- I. These provisions shall strictly be applied to the officers who are in Sri Lanka Technological Service as at the effective date of this procedure. All the officers who receive salaries under salary scale MN-03-2006-A provided by Public Administration Circular No:06/2006 and circulars issued consequently on prescribed dates shall be absorbed in the following manner subjected to the provisions in Section 4, Chapter VII of the Establishments Code

II. Period of service shall be calculated based on the date of appointment to each post or grade. However, the date of salary increment of the relevant officer shall not be changed due to this absorption and that shall be applied without any change as the increment date existed before the absorption. Further, the officer shall not be placed on the next higher salary step as per section 4.4 , chapter VII of the Establishments Code due to becoming the salary step received by the relevant officer corresponding to new salary step.

14.1 The absorption of officers, serving as at the effective date of this Minute, to Sri Lanka Technological Service, under the new service minute shall be made in the following manner.

14.1.1 Absorption to Grade III of the Service

Officers in Segment (b) of Class II of the Sri Lanka Technological Service as at the effective date

14.1.2 Absorption to Grade II of the Service

Officers in Segment (a) of Class II of the Sri Lanka Technological Service as at the effective date

14.1.3 Absorption to Grade I of the Service

Officers in Class I of the Sri Lanka Technological Service as at the effective date

14.1.4 Absorption to Special Grade of the Service

Officers in Special Grade of the Sri Lanka Technological Service as at the effective date

## 15. Interim Provisions :

The interim provisions shall be effective up to 01.06.2018. When the officers, who are absorbed to Grade III and II as at the effective date of this service minute, are promoted, sections 7.1 (a) and 7.2 (a) of Sri Lanka Technological Service Minute published in the Gazette extraordinary no 1426/34 dated 06.01.2006 shall be made applicable during the interim period. ( These interim provisions shall be applicable strictly for the officers recruited under Sri Lanka Technological Service Minute No 1424/34 dated 06.01.2006 which was in effect before the implementation of new service minute. Other conditions shall be the conditions in new service minute)

## 16. Other :

16.1 General conditions in Procedural Rules of the Public Service Commission published in the Gazette extraordinary No 1589/30 dated 20.02.2009 and the provisions of the Establishments Code shall be applicable for each appointment.

16.2 Matters not provided for in the Minute shall be determined by the Public Service Commission

16.3 In case of an inconsistency among the matters In Sinhala, Tamil and English versions, the Sinhala version shall come into force.

SCHEDULE 01

1. Name of the Examination - First Efficiency bar examination for officers in Grade III of Sri Lanka Technological Service

2. Particulars of the Examination : This Examination shall consist of 02 questions papers.

<i>Question paper</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Pass marks</i>
Establishments Code and Procedural rules of Public Service Commission	02 hours	100	40%
Financial Regulations	02 hours	100	40%

3. Authority for conducting the examination

The Commissioner General of Examinations on behalf of the Secretary, Ministry of Public Administration and Home Affairs.

4. Time frame of the Examination :

The examination shall be held twice a year

5. Syllabus of the Examination

<i>Name of the Question Paper</i>	<i>Syllabus</i>
Establishments Code and Procedural rules of Public Service Commission	Procedural rules of Public Service Commission Chapters VIII, XII, XIII, XIV, XIX of Establishments Code
Financial Regulations	Chapter 1 From 01 to 68 of Financial Regulations Chapter III From 124 to 147 of Financial Regulations

SCHEDULE 02

1. Name of the Examination - Second Efficiency bar examination for officers in Grade II of Sri Lanka Technological Service

2. Particulars of the Examination : This Examination shall consist of 02 questions papers.

<i>Question paper</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Pass marks</i>
Establishments Code	02 hours	100	40%
Financial Regulations	02 hours	100	40%

3. Authority for conducting the examination

The Commissioner General of Examinations on behalf of the Secretary, Ministry of Public Administration and Home Affairs.

4. Time frame of the Examination :

The examination shall be held twice a year

5. Syllabus of the Examination

<i>Name of the Question Paper</i>	<i>Syllabus</i>
Establishments Code	Chapters XV, XVI, XXIII, XXIV, XXV, XXVII, XXVIII, XXX, XXXIII, XLVII, XLVIII of Establishments Code
Financial Regulations	Chapter VI From 315 to 396 of Financial Regulations Chapter XIII From 685 to 775 of Financial Regulations



SCHEDULE 03

1. Name of the Examination - Limited Competitive Examination for promotion of officers in Grade I of Sri Lanka Technological Service (to special grade)

2. Particulars of the Examination :

<i>Question paper</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Pass marks</i>
Aptitude Test	01 hours	100	40%
Management	03 hours	100	40%

3. Authority for conducting the examination

The Commissioner General of Examinations on behalf of the Secretary, Ministry of Public Administration and Home Affairs.

4. Time frame of the Examination :

The examination shall be held once a year as per requirement

5. Syllabus of the Examination

<i>Name of the Question Paper</i>	<i>Syllabus</i>
Management	<p>I. Principals of Management</p> <p>II. Management Functions</p> <p>Planning</p> <p>Decision making</p> <p>Process of decision making</p> <p>Organization</p> <p>Staffing</p> <p>Directing</p> <p>Motivation process</p> <p>Leadership</p> <p>Control</p> <p>Process of controlling policies</p> <p>III. Participatory Management</p> <p>IV. Management environment</p> <p>V. Case study</p>
Aptitude test	<p>A test designed to assess as to whether the officer has acquired knowledge skills and attitudes required for the fulfillment of tasks entrusted to him/her In an efficiency beyond the performance at average level and whether the officer displays competency I the application of the above.</p>

SCHEDULE 04

1. Name of the Examination: Structured interview for promotion of officers in Grade I of Sri Lanka Technological Service

2. Fields to which the marks are allocated at the interview and the Marks

<i>Main areas to which marks are allocated</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>
Service Experience  Active and satisfactory period of service beyond the relevant basic qualification	50	N/A
Merit  (Merit shall be determined based on the marking scheme approved by the Public Service Commission depending on the situation.	45	
Merit proved at the interview	05	
Total	100	

3. Authority by which the interview is conducted: An interview board appointed by Public Service Commission

4. Time frame of the Structured Interview : Once a year as per requirement.

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