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The Gazette of the Democratic Socialist Republic of Sri Lanka

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PART I: SECTION (IIA) – GENERAL

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

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Note.— Rajitha Senarathne Foundation (Incorporation) Bill was published as a supplement to the *Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka* of June 24, 2016.

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 21st October, 2016 should reach Government Press on or before 12.00 noon on 07th October, 2016.

Electronic Transactions Act, No. 19 of 2006 - Section 9

“Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the *Gazette*, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the *Gazette*.”

GANGANI LIYANAGE,
Government Printer (Acting)

Department of Govt. Printing,
Colombo 08,
15th September, 2016.

This Gazette can be downloaded from www.documents.gov.lk



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

KALUTARA 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 31st October, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Kalutara	Horana	Post of Registrar of Marriages (General) in Raigama Koralaya Division and Births and Deaths of Millewa Division	District Secretary/Additional Registrar General, District Secretariat, Kalutara.

09-1030

REGISTRAR GENERAL'S DEPARTMENT

Post of Registrar of Muslim Marriages

KALUTARA DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Muslim Marriages in the Divisions set out in the Schedule hereto.

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

02. Muslim males only 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.

07. Completed applications should be sent by Registered Post to the address given in the Schedule on or before 31st October, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
08th September, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Kalutara	Beruwala	Post of Additional Registrar of Muslim Marriages in Mihiripenna Area of Kalutara and Panadura Totamuna Division.	District Secretary/Additional Registrar General, District Secretariat, Kalutara.

09-1029

REGISTRAR GENERAL'S DEPARTMENT

Post of Registrar of Muslim Marriages

KANDY DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Muslim Marriages in the Divisions set out in the Schedule hereto.

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

02. Muslim males only 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.

07. Completed applications should be sent by Registered Post to the address given in the Schedule on or before 31st October, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
09th September, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Kandy	Udunuwara	Post of Registrar of Muslim Marriages of Elpitiya and Gelioya Area of Udunuwara and Yatinuwara Division	District Secretary/Additional Registrar General, District Secretariat, Kandy.

09-1031

REGISTRAR GENERAL'S DEPARTMENT

Post of Registrar of Muslim Marriages

MATARA DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Muslim Marriages in the Divisions set out in the Schedule hereto.

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

02. Muslim males only 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.

07. Completed applications should be sent by registered post to the address given in the Schedule on or before 31st October, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
09th September, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Matara	Dickwella	Post of Registrar of Muslim Marriages of Dickwella Division	District Secretary/Additional Registrar General, District Secretariat, Matara

09-1032

REGISTRAR GENERAL'S DEPARTMENT

Post of Registrar of Muslim Marriages

BADULLA DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Muslim Marriages in the Divisions set out in the Schedule hereto.

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

02. Muslim males only 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.

07. Completed applications should be sent by registered post to the address given in the Schedule on or before 31st October, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
09th September, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Badulla	Haldummulla	Post of Registrar of Muslim Marriages of Haldummulla Divisional Secretariat Division	District Secretary/Additional Registrar General, District Secretariat, Badulla

09-1033

Examinations, Results of Examinations & c.

Open Competitive Examination for the Recruitment of Supervisory Management Assistant Technical Officer (Grain Surveyor Grade III) – 2016

Applications are called from qualified citizens of Sri Lanka for the Open Competitive Examination to the recruitment for the vacant post of Supervisory Management Assistant Technical Officer (Grain Surveyor Grade III) of Food Commissioner's Department.

2. A qualified candidate will be selected for the post of Supervisory Management Assistant Technical Officer (Grain Surveyor Grade III) on the basis of the merit order of results obtained at the written examination conducted by the Commissioner General of Examinations.

3. The effective date of the appointment will be decided by the Food Commissioner and the decision of Food Commissioner shall be final with regard to filling of the vacancy pertaining to this position.

4. *Monthly Salary Scale.*– In terms of the Public Administration Circular 03/2016 dated 25.02.2016 and the salary code MN 03-2016 the salary scale is Rs. 31,040-10 x 445-11x 660-10 x 730-10 x 750 - Rs. 57,550. To exceed Rs. 36,150/- promoting to Class II and to exceed Rs. 43,480/- promoting to Class I are compulsory.

5. This post is permanent and pensionable.

6. *Conditions of Service.*– The selected candidate will be appointed to the post of Supervisory Management Assistant Technical Officer (Grain Surveyor Grade III) and he/she will be subject to the general conditions of controlling appointments in Public Service, terms and conditions of the Scheme of Recruitments dated 26.07.2012 pertaining to this position, amendments those have been made and to be made hereinafter. The period of probation is three years. The 1st Efficiency Bar should be passed within the probationary period of three years and the 2nd Efficiency Bar should be passed before the completion of three years subsequent to the promotion to Grade II. Further, proficiency in Second Official Language should be obtained before the completion of five years of the appointment in terms of the Public Administration Circular 07/2007 dated 28.05.2007.

7. *Qualifications.*– The following qualifications are required for the recruitment to the post of Supervisory Management Assistant Technical Officer (Grain Surveyor Grade III) :

- (a) The Candidate should be a citizen of Sri Lanka
- (b) The candidate should not be below 18 years of age and should not be above 35 as at the closing date.
- (c) Should possess an excellent character.

(d) Should have the Educational Qualifications given below.

The examination will be held in Colombo.

(i) Should have passed G.C.E (A/L) Examination at one sitting with 03 subjects including Chemistry and Physics subjects (except General Test and General English).

and

(ii) Should have passed G.C.E (O/L) Examination at one sitting with 06 subjects including credit passes for Language, Mathematics, Science, English Language and one of the other subjects.

(e) Should possess the following Professional qualifications :

(i) Completion of National Vocational Qualification (NVQ) Level 5 or the above level relevant to the field Agriculture or Food Technology.

or

(ii) Diploma of two year course in Agriculture offered by an Agricultural Institute under the Department of Agriculture

or

(iii) Diploma in Higher National Diploma in Technology (HNDT) in the fields of Agriculture or Food Technology

or

(iv) Other qualification in Agriculture or Food Technology recognized by Tertiary and Professional Education Commission equivalent to the above qualifications or a qualification offered by a University or an institute recognized by University Grants Commission equivalent to the above diploma qualifications.

(f) Two year experience in the field of food technology is compulsory.

Every candidate should have fulfilled all the qualifications relevant to the post on or before the closing date.

Marks

Duration

1. Aptitude Test

100

01 hour

2. Food Technology

100

01 hour

1. *Intelligent Test* : The candidate's capacity in rational thinking, analytical thinking and decision making will be tested in this paper. All the questions should be answered. It consists of fifty questions including Multiple Choice Questions and Short Answering Questions.

2. *Food Technology* : The candidate's knowledge in the methods of grain surveying and quality controlling will be tested in this paper. All the questions should be answered. (These papers are made to test the candidate's qualifications and capability in the discharge of duties.)

8.3 The candidates who score highest marks out of those who obtain marks of forty percent (40%) or above for each paper will be called for the interview. No marks will be given at the interview and it is only to test the qualifications of the candidates.

8.4 A priority list based on the aggregate of marks prepared by the Commissioner General of Examinations subsequent to the selection of candidates those who obtained 40% or above marks will be submitted to the Food Commissioner of Food Commissioner's Department. Further Commissioner General of Examinations will inform the results individually though post or through the website www.results.exams.gov.lk

9. *Penalties for false information.*— Applicants should be responsible to provide true information in filling applications. A candidate who is found to have been ineligible in terms of the rules and regulations of the examination his/her candidature will be cancelled prior to the examination, at the examination, subsequent to the examination or any other situation. If any information provided by the candidates is found to be false he/she is liable to be dismissed from Public Service.

8. Examination Procedure :

8.1 This examination consists of two papers. The examination will be held in Sinhala, Tamil and English medium and not allowed to change the medium later.

10. *Examination Fee.*— Examination Fee Rs. 750. It may be paid at any Post Office or Sub Post Office to the credit of revenue head number 2003-02-13 of the Commissioner General of Examinations and a receipt must be obtained. The fee must be paid in the name of the applicant and

the receipt must be affixed firmly in the relevant cage of the application. This fee will not be refunded under any circumstance. It is advisable to keep a photocopy of the receipt with the applicant.

11. *Applications.*— Should to be prepared by using A4 (24cmx29cm) size papers :

- (a) Paragraphs under number 01 to number 04 should be in the first page,
- (b) The next paragraphs from the paragraph number 05 should be in the other pages.
- (c) The name of the examination should be entered in English in Sinhala Applications and in English in Tamil Applications.

The Applications should be clearly perfected by the candidates in their own handwriting. The applications which are not conformed to the prescribed specimen application, not duly paid the fee, not perfected accurately and incomplete will be rejected without any intimation. The risk of not perfecting applications accurately should be borne by the candidates themselves. It is advisable to keep a photocopy of the application with the candidate and the application should be conformed to the specimen application published in the *Gazette* notification. If not the application will be rejected.

11.1 The Commissioner General of Examinations will issue admission cards for all the candidates those who duly paid the fee and sent applications to reach on or before the closing date. However, issuing an admission card to a candidate will not be considered as a fulfillment of qualifications to sit for the examination.

11.2 **"Open Competitive Examination for Recruitment to Supervisory Management Assistant Technical Officer in Food Commissioners' Department (Class III of Grain Surveyor) 2016"** Should be mentioned at the top left corner of the envelope enclosing the application.

11.3 The signature of the applicant should be attested by a Principal of a Government School, Justice of the Peace, a Commissioned Officer of the Navy, Air Force or Army, a Gazetted Police Officer or an officer holding a permanent post in public service drawing an annual salary of Rs. 240,360/- or above.

11.4 The duly perfected applications should be sent to the under mentioned address on or before 21st October 2016 under registered post.

Commissioner General of Examinations,
Organization and Foreign Examination Branch,
Department of Examinations,
P. O. Box 1503,
Colombo.

12. *Appearing for the examination.*— A notification will be published by the Department of Examination in the News Papers immediately after the admission cards are issued to the candidates and any candidate who did not receive the admission card should inquire the Organization and Foreign Examination Branch of Department of Examinations at least five days earlier to the examination date. It is advisable to inform the Department of Examinations by sending a certified copy of the receipt of payments and if you stay outside Colombo a fax number enabling to send the admission card. To prove when the Department inquires, it would be advisable to keep ready a photocopy of the application retained, a copy of the invoice of the payment of examination fee and receipt of registering when posting the application.

12.1(I) Candidate should produce either of the following documents to the Supervisor to prove their Identity.

- * National Identity Card issued by the Department of Registration of Persons ;
- * Valid passport.

(II) The attested admission card should be produced to the supervisor at the examination.

13. The decision of holding the examination and issuing results will be the final decision of the Commissioner General of Examinations. If the rules and regulations pertaining to this examination enacted by the Commissioner General of Examinations are violated by a candidate he/she will be penalized by the Commissioner General of Examinations.

14. The decision of the Food Commissioner will be the final decision regarding any matter not mentioned above. All the candidates are bound to abide by the general rules and regulations published in the *Gazette*.

J. KRISHNAMOORTHY,
Food Commissioner.

Food Commissioner's Department,
No. 330,
Union Place,
Colombo 02,
30th September, 2016.

Specimen Form of Application

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කරග විභාගය - 2016

OPEN COMPETITIVE EXAMINATION
FOR RECRUITMENT TO SUPERVISORY
MANAGEMENT ASSISTANT TECHNICAL OFFICER
OF FOOD COMMISSIONER'S DEPARTMENT
(CLASS III OF GRAIN SURVEYOR) 2016

(For Office use only)

* Language Medium of the Examination :

Sinhala - 2

Tamil - 3

English - 4

(Indicate the Relevant Number in the Cage)

- 1.0 1.1 Full Name (In Block Capitals) : _____.
(Eg :- HERATH MUDIYANSELAGE SAMAN
KUMARA GUNAWARDHANA.)
- 1.2 Surname first and initials of the other names then
(In Block Capitals) : _____.
- 1.3 Full Name : _____.
(In Sinhala/Tamil)
- 1.4 National Identity Card No. :

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- 2.0 2.1 Permanent Address : _____.
(In Block Capitals)
- 2.2 Permanent Address : _____.
(In Sinhala/Tamil)
- 2.3 Address to send the Admission Card : _____.
(In Block Capitals)

- 3.0 3.1 Sex :
- Male - 0
- Female - 1
- (Indicate the relevant No. in the cage)

4.0 Date of Birth :

Year Month Date

Age as at 21.10.2016 :

Years Months Days

5.0 Educational Qualifications:

5.1 G. C. E. O/L :

(i) Year and Month of the Examination : _____.

(ii) Admission No. : _____.

(iii) Results:

Subject	Grade	Subject	Grade
1		6	
2		7	
3		8	
4		9	
5		10	

5.2 G. C. E. A/L :

(i) Year and Month of the Examination : _____.

(ii) Admission No. : _____.

(iii) Results:

Subject	Grade	Subject	Grade
1		3	
2		4	

5.3 If graduated from a recognized university:

(i) University : _____.

(ii) Degree : _____.

(iii) Admission No. : _____.

6.0 Vocational Qualifications :

(i)

(ii)

7.0 Experience : _____.

8.0 Have you been convicted before a court of Law? :

Yes No

• (if "Yes" explain) :

(Indicate ✓ in the relevant cage)

9.0 Description of the receipt that paid the examination fee :

(i) District Secretariat's division which paid the fee : _____.

(ii) No. of the receipt : _____.

(iii) The amount paid: _____.

Affix the receipt firmly
(Keep a photocopy of the receipt)

10.0 Applicant's Declaration :

(a) I do hereby honourably declare that the particulars given by me in the application are true and correct. I agree to bear the loss may be incurred by incomplete and/ or false completion of any part of this. Further, I declare that all the parts in the application are completed accurately.

(b) If my declaration is found to be false I am liable to be disqualified before selection and to dismissal if detected after the appointment.

(c) Further I declare that I am bound to abide by the conditions enacted by the Commissioner General of Examinations pertaining to the holding of this examination.

(d) I will make no alternations to any fact mentioned in the application.

_____,
Applicant's Signature.

Date : _____.

11.0 Attestation of Applicant's Signature:

I certify that Mr/Mrs./Ms....., who is submitting this application is personally known to me, has paid the due examination fee, has attached the paid receipt and he/she has placed his/her signature in my presence on the..... day of

_____,
Signature of the Attester.

Date : _____.

Full Name of the Attester : _____.

Position : _____.

Address : _____.

(Should be supported by the official frank)

12.0 Certificate of the Head of Department: (Only for the applicants employed in Public / Provincial Public/ Public Cooperation service)

I certify that Mr./Mrs./Miss who has applied for this post is presently employed in this Ministry/ Department/ institute and recommend and submit his / her application. In the event of selecting to the above post,

measures could be taken to him / her from the present post of this institute.

_____,
Signature of the Head of the Department.

Name : _____.

Designation : _____.

Date : _____.

Address : _____.

(Certify with the official frank)

09-1096

SRI LANKA SURVEY DEPARTMENT

**Open Competitive Examination for Recruitment
to the Post of Apprentice Surveyors in the Sri
Lanka Survey Department - 2016**

THE Open Competitive Examination for recruitment to the post of apprentice surveyors in the Department of Survey, Sri Lanka will be held only in Colombo in January 2017 by the Commissioner General of Examinations. The date of examination will be notified through newspapers in due course.

Applications are invited for the above posts from both male and female candidates who comply with the following qualifications.

02. Eligibility:-

(i) Every candidate must furnish proof that he/she

(a) Is a citizen of Sri Lanka.

(b) Is of excellent moral character.

(c) Is not less than 22 years and not more than 33 years of age on the closing date of application. (Therefore applicant's age qualifications will be fulfilled only if he/she is born after 31.10.1994 and before 31.10.1983)

(ii) *Educational Qualifications.*—All candidates should have the following educational qualifications :

Should have a Degree in Surveying Science or a B Sc. Degree with Mathematics or Physics as a subject or a B Sc. Degree in Computer Science (Should have passed the G.C.E. Advanced Level with Mathematics a subject) or a Degree in Civil Engineering, obtained from a recognized university or an Institution recognized by the University Grants Commission.

Note:- Any person who is waiting for degree results could not apply for this examination. However a person who has passed a degree of recognized University and awaiting for the certificate can be permitted to sit for the examination provided he/she submits an official letter attached with application form from the Registrar of relevant University stating to that effect.

03. *Conditions of Services :-*

Salary :

- (i) The consolidated monthly salary assigned to this post is as follows.

As per P.A. Circular No. 03/2006 (MN -5 2006) dated 2016.02.25 Rs. 34,605 – 10x660 – 11x755 – 15x930 – Rs. 63,460 and you will get it in year 2020. You will be paid as per II schedule of above circular from the date of appointment.

- (ii) This post is permanent. Regarding the pension scheme, action will be taken as per policy decision taken by the government for this post.

(iii) *Confirmation in Service :-*

- (a) Graduates with B Sc. Surveying Science Degree appointed to the post of Apprentice Surveyors will be appointed to Class II/II of Sri Lanka Surveyors' Service and conferred with permanent status of service after a net total of 4 years including training period satisfactory service in the Survey Department, including the successful completion of training in Survey Department matters.
- (b) Graduates with B Sc. Degree with Mathematics or Physics as a subject or a B Sc. or Degree in Computer Science or a Degree in Civil Engineering, appointed to the post of Apprentice Surveyors will be appointed to Class II/II of Sri Lanka Surveyors' Service and conferred with permanent status of service after a net total of 6 years including training period satisfactory service in the Survey Department, including the successful completion of B Sc. Surveying Degree and training.

- (iv) The candidates selected for appointments should present themselves to a medical examination by a Government Medical Officer in Government Hospital with a view to it being ascertained whether they are physically fit to serve in any part of the Island.

- (v) Attention of the applicants is drawn to the general conditions applicable to appointments to the posts in the Public Service published in part 1 : Section (IIA) of this *Gazette*.

04. *Procedure of Examination.* – The recruitment examination consists of the following 3 question papers.

01. Comprehension	– 50 marks	02 hour paper.
02. Intelligence	– 150 marks	01 hour 15 minute paper.
03. General Knowledge	– 150 marks	03 hour paper.
Total		350 marks

Comprehension paper: – This paper will consist of questions given in the form of short passages. Candidates are expected to summarize some of the passages into one sentence. Knowledge of interpretation pertaining to some underlined words will be tested. There would be multiple statements on some passages and candidates are expected to select the best matching statement to the given text. Some passages will carry multiple questions to the applicant and it is expected to give correct answer. These questions are framed so as to test the candidate's power of understanding the meaning. In addition there will be a long passage for précis writing. This question paper is of two hour duration. All questions must be answered.

Intelligence: - This paper is framed with the objective of testing the candidate's power of rational thinking, power of analysis and decision making. This will be a multiple choice short answer type question paper and there will be 60 questions. The question paper is of one hour and 15 minute duration. All questions must be answered.

General Knowledge: - There will be questions to test candidate's knowledge about the current Political, Social, Cultural, Economic and Environmental matters of both national and international importance. All questions must be answered. The question paper is of 3 hour duration.

Note :-

- (i) The examination will be held in Sinhala, Tamil and English mediums.

- (ii) Marks will be deducted for bad hand writing and spelling mistakes. Also those candidates having bad hand writing may be deemed to be ineligible for sitting the examination.

- (iii) Admission cards will be sent to all applicants by the Commissioner General of Examinations. The issue of an admission card to a candidate does not necessarily mean that he or she has the requisite qualifications to sit for the examination.

05. *Method of Selection*.— Under the minute of the Sri Lanka Surveyors' Service, amendment by Extraordinary Gazette notification No. 1675/20 dated 12.10.2010, the candidates will be called for an interview on the merit order of the total marks 40% or above for each paper at the open competitive examination and also depending on the number of existing vacancies. No marks will be allotted in the interview and only the marks secured at the examination will be taken into consideration.

06. Every Candidate must have complied with all the necessary qualifications required for this post before the closing date of application for the examination.

07. *Procedure of Application* :

- (i) Specimen Application Form -

Specimen Application Form provided at the end of this notification should be followed in applying for this post and applicants should prepare their applications in the medium in which they appear for the examination. Also, applications should be filled by the applicants in their own hand-writing. The name of the examination mentioned at the top should be indicated in English in the Sinhala medium applications in addition to Sinhala while in the Tamil medium applications, the name of the examination should be indicated in English in addition to Tamil. Every section of the application should be perfected strictly in accordance with the instructions given therein. Applicants should indicate "not applicable" in any section which is not applicable to them. Applicants should strictly keep in mind that any application with blank columns is liable to be rejected. All applications which do not conform to the specimen application form and incomplete applications will be rejected without notice. It will be useful for the candidates to retain a photo-copy of the application submitted. Further, the applicant should make sure that the application to be filled by him/her is in accordance with the specimen application form mentioned in this notification. If not, the application is liable

to be rejected. (Applications should be prepared according to the annexed form on a A4 Size paper and the cages No. 1.0 to 5.0 should appear on 1st page and balance appear on the balance the pages.)

- (ii) Completed applications should be sent by registered post to reach "The Commissioner General of Examinations, Sri Lanka Department of Examinations, Organization and Foreign Examinations Branch, Post Box 1503 Colombo" on or before 31.10.2016. Applications received after the closing date will be rejected. The name of the Examination should be written on the left hand corner of the cover containing the application.

- (iii) The examination fee of Rs. 1,000/- should be paid credit the Commissioner General of Examinations revenue account head of 2003 – 02 – 13 from any Post Office in Sri Lanka and get the cash receipt on the name of applicant and should be firmly affixed on one edge of it relevant place of the application. No money orders or steams will be accepted for examinations fees and at any reasons examinations fees cannot be refunded or transfer for any other examinations.

- (iv) Candidates presently employed under the Government Departments /Boards/Corporations etc. should forward their applications through the respective Heads of Departments. As such applicants should hand over their applications to their Heads of Departments well in time to be transmitted to the Commissioner General of Examinations so as to reach him on or before 31.10.2016. Applications should not be sent to the personal name of Surveyor General or any other departmental officer. Applications sent through the Heads of Departments will not also be received after the closing date. The candidates applying from government service must get the signature and official frank of the Head of Department/ Institution placed in the application for attestation, without which the application will be rejected.

- (v) *Attestation*:

Candidate's identity should be certified by in the case of a candidate from the government service, the Head of the respective Department or any other authorized officer, or in the case of other candidates, a Justice of Peace, Commissioner of Oaths, Attorney at law or Notary Public, Head of Government School or School under the control of a Director, a Commissioned Officer of Army,

Navy or Air Force, a Permanent Government Staff Officer in receipt of an consolidated monthly salary of Rs. 22,935/- or above at 31.12.2015, the Incumbent of Buddhist Vihara or a Nayaka Buddhist Monk, the Incumbent of a place of worship of any other religion or a religious dignitary of standing of any other religion.

08. (i) *Admission to the Examination :*

The Commissioner General of Examinations will issue admission card for the examination to each applicant whose applications whose send application correctly filled and have been received. Applicants appearing for the examination must get the admission cards attested in advance and produce them to the supervisor of the examination center. A candidate without such a admission card will not be permitted to sit for the examination.

Every candidate should sit for the Examination only at the Examination Hall stipulated to him/her. No any candidate who enters any other Examination Hall other than the one assigned to him/her will be permitted to sit for the examination. A candidate appearing the examination should handover his/her admission card to the supervisor on the commencing day of examination itself. The general conditions applicable to the candidates have been published in part I : section (IIA) of this *Gazette*. Candidates are bound to act in conformity with such conditions. A notification will be published in newspapers as soon as the admission cards are issued to the candidates. If the admission card is not received even after 2 or 3 days of such advertisement steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. It would be advisable to keep the following in hand at the time of calling the Department of Examinations : i.e. certified photocopies of the application form and the receipt kept at your possession, receipt of registration and, in case of applicants outside Colombo, letter of request furnishing a fax number to which the admission card should be sent.

The issue of an admission card to a candidate does not necessarily mean that he or she has fulfilled the requisite qualifications to sit the examination. All candidates are bound to abide by the rules enforced by the Commissioner General of Examinations regarding the conducting of examination. A candidate who violates any of such rules is liable to punishment imposed by the Commissioner General of Examinations.

(ii) *Results of Examinations :*

As per paragraph 5 of this notice, results of qualified applicants will be sent to the Surveyor General, Survey Department. In addition that results will be conveyed to applicant by sending results personally or by publishing on the web site of Examination Department of Sri Lanka www.exams.gov.lk

09. *Identification of Candidates.*— Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they appear. For this purpose, any of the following documents will be accepted.

- (a) National Identity card issued by the Department of Registration of Persons.
- (b) A valid passport

The candidature of any candidate who is unable to submit any one of the above mentioned documents is liable to be cancelled at the discretion of the Commissioner General of Examinations.

10. *Documents pertaining to the Qualifications :-*

- (i) No any other document except the cash receipt should be sent along with the application. But all the necessary particulars as stipulated should be included in the application. All the applications should be completed in all respects but any incomplete application will be rejected.
- (ii) Candidates who are qualified to be called for an interview should prove their eligibility by producing documentary evidence at the interview.
- (iii) The originals of the following documents should be produced.
 - (a) A certificate of good character obtained from a responsible person.

Note: This should be from a Justice of Peace, Attorney at law, Divisional Secretary of the area in which the applicant resides or a Permanent Government Officer in receipt of an consolidated monthly salary step of Rs. 22,935/- or above at the date of 31.12.2015, or any Notable from whom information can directly be obtained. Also the Name of Attester, Designation and Address should be clearly mentioned in it.

Applicants holding permanent posts in the government service need not furnish the certificate of good character.

(b) A certified copy of register of Birth or (in the case of applicants whose births have not been registered) a presumed certificate of age issued by the Registrar General.

Note:-

(i) Special Certificates of birth issued for the purpose of using in schools or educational activities or certified extracts from register of birth will not be accepted.

(ii) Affidavits or Baptismal certificates will not be accepted instead of a birth certificate. If there is any discrepancy between name/names on the birth certificate and name/names in normal usage in which the applicant appears for the examination, immediate action should be taken to get the name/names on the applicant's birth certificate rectified appropriately in terms of the conditions stipulated in No. 27 or 28 (Chap 110) of Births and Deaths Registration Act.

(iii) A certificate of Sri Lankan citizenship by registration or a letter of proof accepted by the government that the applicant has been a citizen of Sri Lanka by descent. (as appropriate)

(iv) Originals of educational Qualifications or if the certificates have not been issued, any other official document to that effect namely,

An official document issued by the registrar of a relevant university to the effect that the applicant has passed his/her final degree examination.

(v) Applicants are advised to have their necessary documents ready when applying for this post. If any candidate fails to submit necessary documents or delays in submitting such documents whenever requested, he/she will be made ineligible for appointment to this post.

11. *Furnishing false information.* – In terms of the conditions of this examination, if a candidate is found to be unqualified to sit for this examination, his/her candidature is liable to be cancelled prior to this examination, during the course of examination or subsequent to the examination or at anytime thereafter. During the service of any candidate, if he/she is found to have suppressed any important information, or furnished any false information knowingly, or confirmed

to have not complied with necessary requirements to have appeared for this examination, that alone will be sufficient ground for his/her immediate dismissal from service.

The candidature of any applicant who has not duly fulfilled the necessary requirements of this notification will be cancelled.

12. Any matter not covered by these conditions will be determined at the discretion of Surveyor General.

13. This notice will be published Sinhala, Tamil and English and if there are any mismatching or incompatible identified, action will be taken as per Sinhala notice.

P. M. P. UDAYAKANTHA,
Surveyor General,
Sri Lanka Survey Department.

No. 150, Kirula Road,
Narahenpita,
Colombo 05.

SPECIMEN APPLICATION FORM

SRI LANKA SURVEY DEPARTMENT

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE
POST OF APPRENTICE SURVEYORS IN THE SRI LANKA SURVEY
DEPARTMENT- 2016

(For office use only)

1.0 Medium of Language in which you are appearing for the Exam

Sinhala – 2

Tamil – 3

English – 4

(indicate the relevant No. in the cage.)

2.0 Name :-

2.1 Name in Full :_____.

(in English block capitals Eg. HERATH
MUDIYANSELAGE SAMAN KUMARA
GUNAWARDHANA)

2.2 Last name with initial :_____.

(Write last name first and then initial - in English
block capitals Eg. GUNAWARDHANA H. M. S. K)

2.3 Name in Full :_____.

(in Sinhala /Tamil)

3.0 Address :-

- 3.1 Permanent Address : _____.
(in English block capitals)
- 3.2 Permanent Address : _____.
(in Sinhala/Tamil)
- 3.3 Office Address : _____.
(in English block capitals, if applicable)
- 3.4 Postal Address : _____.
(in English block capitals)
- 3.5 Telephone numbers :-
Mobile : _____.
Land : _____.

4.0 4.1 Sex :-

- Male - 0 ☐
- Female - 1 ☐
- (indicate the relevant No. in the cage)

4.2 Date of Birth:-

Year Month Date

4.3 Age on 31.10.2016 :

Years Months Days

5.0 5.1 National Identity Card Number :

5.2 Date of issue :

Year Month Date

6.0 Nationality:-

- Sinhala - 1
- Tamil - 2 ☐
- Indian Tamil - 3
- Muslim - 4
- Other - 5
- (indicate the relevant No. in the cage)

7.0 7.1 Degree obtained:-

- BSc. Surveying Science - 1
- B Sc. Physical Science (with
Mathematics as a subject) - 2 ☐
- B Sc. Degree in Computer Science - 3
- Degree in Civil Engineering - 4
- (indicate the relevant No. in the cage)

7.2 G.C.E. (A/L) - year passed exam : _____.

Index No. : _____.

Subjects got through : _____.

8.0 (i) Date of Graduation : _____.

(ii) University/Institution : _____.

(iii) Number of Registration, Date : _____.

(iv) External/Internal : _____.

(v) Degree : _____.

(vi) Subjects : _____.

(vii) The class obtained : _____.

(viii) Upper/Lower : _____.

(ix) Index No. : _____.

(x) Medium of Language in which you appeared for
the exam : _____.

9.0. Affix the cash receipt firmly. Please keep a photocopy
of the receipt.

Affix the cash receipt firmly here

10.0 Certificate of the Candidate :

I hereby certify that the particulars furnished by me
in this application are true and correct to the best of my
knowledge and that the cash receipt No.
datedfor the payment examination fees.
Further I agree to abide by the rules and regulations of this
examination, and if I am found to be ineligible according to
the conditions of this examination, to cancel my candidature
prior to the examination, while holding the examination
or subsequent to it. Further I agree to conditions, rules
and regulations stipulate by the Commissioner General of
Examinations.

Signature of Applicant.

Date : _____.

11.0 Attestation of Candidate's Signature :- (should be as
per the Para No. 07) :

I hereby certify that Mr./Mrs./Miss.....
(Full name) who is submitting this application is personally
known to me and that he/she placed his/her signature in my
presence on.....

Signature of the Attester.

Date : _____.

Full Name of Attester : _____.

Designation : _____.

Address : _____.

12.0 Certificate of the Head of the Department (only if applicable)

I declare that the applicant, Mr./Mrs./Miss is an officer serving in this Department/Corporation/Board, working as a from and has earned all his/her increment and has not been subjected to any disciplinary action within service period and I also agree to release him/her from the post he/she holds in the event of being selected.

Other comments : _____.

_____,
Signature of Head of Department.

Designation : _____.

Date : _____.

09-1152

**FIRST EFFICIENCY BAR EXAMINATION
FOR WOMEN DEVELOPMENT OFFICERS
OF THE MINISTRY OF WOMEN AND CHILD
AFFAIRS - 2016**

THE First Efficiency Bar Examination for Women Development Officers of the Ministry of Women and Child Affairs will be held by the Commissioner General of Examinations in December, 2016, at Colombo. Notice is hereby given that the closing date of the applications for this examinations is 24.10.2016.

02. *Examination Procedure.*— This Efficiency Bar Examination will be consisted of following subjects. The examination will be conducted in Sinhala and Tamil medium. Permission will not be given to change the medium of language after furnishing the application.

Subject No 01 - Financial Regulations and Office Systems	(Two hours) (100 marks)
Subject No 02 - Gender Socialization and Women's rights	do.
Subject No. 03 - Sociology and psychological counseling	do.

Note -

- Officers can sit all the subjects in one occasion or separate occasions if they so desire,
- Applicants should score 40 marks or more for each paper to qualify,

(c) Each question paper is consisted of compulsory questions.

03. *Syllabus :*

03.01 *Part A - Financial Regulations*

Public Management Structure of Sri Lanka
Financial Control and Annual Estimates
(Government Financial Regulations - except the Chapter X of Part 1)

Part B - Office Systems

Directions of Establishments Code
Office Management - Following Chapters of the Establishments Code will be covered.
(I, II, IV, V, VII, IX, XII, XV, XXIII, XXVI, XXVII, XXX, XXXI, XXXII, XXXIII)

03.02 Gender Socialization and Women's rights

Discrimination against women
Gender Socialization in the Sri Lanka Society
Women's Charter and Women's right.

03.03 Sociology and Psychological counseling

Rural Sociology
Urbanization of Sri Lanka
Rural Development
Basic Features and ethics of psychological counseling
woman and mental stress
Counseling movement and opportunities in Sri Lanka

04. Application forms should be prepared as per the specimen appended at the end of this notice, on a A4 Paper using both sides and items from 01-06 to appear on the first page and from 07 onwards on the other pages and it should be filled by the candidate's own legible handwriting.

Name of the examination should be written on the top left hand corner of the envelope containing the application in English Language, In addition to the Sinhala or Tamil Languages.

The designation and the service station of the applicant at the time of applying for the examination are applicable in respect of the matters pertaining to the examination and any requests for alterations after furnishing of the application will not be entertained.

05. Applications should be sent by registered post through the Departmental Head (*Eg* : through the Divisional Secretary, in case of a Divisional Secretariat) to reach the Commissioner General of Examinations, Organization and Foreign Examination Branch, Department of Examinations, P. O. Box 1503, Colombo on or before 24.10.2016. Name of the Examination should be written on the top left hand corner of the envelope containing the application. Applications which are incompleted or are not conformity with the specimen appended at the end of this notice or are received after the closing date of acceptance of applications are liable to reject without notice.

Every new entrant officer, for the purpose of Official Languages Policy, should submit their applications in official language or in Tamil or English Language through which they enter the service.

06. (i) Immediately after admission cards are dispatched to the respective applicants, a notification to that effect will be published in the news papers by the Department of Examinations, Sri Lanka. If any candidate does not receive the admission card within two or three days after the appearance of the paper notification they should inform the same to the Department of Examination as instructed in the notification. Such applicants should inform the Department of Examinations about the non - receipt of the admission card with a photo copy of the application retained by you and the receipt issued on payment of Examination fee and your full name, address, NIC number and the name of the examination. In case of an appeal from out station, a fax number should be indicated in order to send the admission card.
- (ii) An applicant presenting herself for the examination must produce her admission card with attestation of signature to the supervisor of the examination center.
- (iii) Issuing of an admission card to an applicant shall not be in any way treated as that the applicant had satisfied all the qualifications to sit for the examination.

07. *Identity.*– Applicants will be required to prove their identity at the Examination Hall to the satisfaction of the

supervisor for each subject they appear. For this purpose any of the following documents will be accepted.

- (i) Valid NIC Card issued by the Commissioner of the Department of Registration of Persons,
- (ii) Valid Passport.

The Commissioner General of Examination reserves the right to cancel or reject the candidature of the applicant who fails to produce any of the documents mentioned above.

08. *Examination Fee.*– Applicant who sit for the examination will be required to pay the examination fee on the basis set out below.

<i>Examination Fee</i>	<i>Rs. cts.</i>
(a) Fees will not be charged for the first sitting	–
(b) For the whole examination for each subsequent sitting	400 0
(c) Per subject	150 0

The relevant examination fee should be paid to the credit of Revenue Head 13/02/1003 of the Commissioner General of Examinations at any post office/sub post office and the receipt obtained should be securely affixed to the relevant cage of the application and any other mode of postal/ money orders will not be accepted. The fee will not be refunded or transferred for another examination on any reason. Please retain a copy of the receipt for the examination fee.

09. (i) The Examination will be conducted by the Commissioner General of Examinations and all candidates will be required to abide by the rules and regulations laid down by him in connection with this examination. If such rules or regulations are violated, he/she will be liable to a punishment imposed by the Commissioner General of Examinations.
- (ii) Results sheet of the applicants who sat for the examination will be handed over to the Secretary to the Ministry of Women & Child Affairs.

10. Officers who qualified to sit for the examination and got admission cards should be granted duty leave.

11. Any matters not covered by these regulations will be dealt with the discretion of the Secretary to the Ministry of Women and Child Affairs.

Secretary,
Ministry of Women and Child Affairs.

Ministry of Women and Child Affairs,
5th Floor,
Sethsiripaya, 2nd Stage,
Battaramulla.
15th September, 2016.

Application

FIRST EFFICIENCY BAR EXAMINATION FOR
WOMEN DEVELOPMENT OFFICERS OF
MINISTRY OF WOMEN AND CHILD AFFAIRS - 2016

Medium of Language :

Sinhala - 2

Tamil - 3

(Please write the relevant number in the cage)

01.

1.1 Full Name (In English Block capitals) :_____.
(Eg.: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

1.2 Name (indicate the last name first and the initials of the other names thereafter) in English Block capitals) :_____.

1.3 Name in Full (Sinhala/Tamil) :_____.

1.4 National Identity Card No. :

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02. Official Address :_____.

(in English Block capitals)

2.1 Official Address :_____.

(Sinhala/Tamil)

2.2 Address to which the admissions should be sent :_____.

(in English Block capitals)

2.3 Telephone No. :_____.

03. Sex :

3.1 Female - 1

Male - 0

(Write the relevant number in the cage)

3.2 Marital Status :

Married - 1

Unmarried - 2

(Write the relevant number in the cage)

3.3 Date of Birth :

Year Month Date

3.4 Age as at the closing date of application (24.10.2016) :

Years Months Days

04. Date of Appointment to the post of women Development Officer in the Ministry of Women and Child Affairs - (The date on which the appointment was actually taken up) :_____.

05. Are you an old or / new entrant for the purpose of Official Language Policy :_____.

06. Name of the Department (In case of a Divisional Secretariat please mention) :_____.

07. Applied subjects and the relevant numbers (as mentioned in the 2nd paragraph of the *Gazette Notification*) :_____.

Subject	Subject No	
1.....	<input type="text"/>	<input type="text"/>
2.....	<input type="text"/>	<input type="text"/>
3.....	<input type="text"/>	<input type="text"/>

08. Is this first sitting for the examination ? :_____.

09. Details of the receipt obtained for payment of examination fee :

(i) Post Office :_____.

(ii) Receipt No. and Date :_____.

(iii) Date of Payment :_____.

Affix the receipt here
(Please retain a Photocopy of the receipt)

10. I do hereby declare that the above information are true and correct and I am qualified to sit the examination in the abovementioned medium of language and I am bound to act in conformity with the rules and regulations imposed by the Commissioner General of Examinations relating to conducting of the examination and to the decisions taken at the issuing of the results.

Date :_____.

Signature of the Applicant :_____.

Note.- Applicant should sign before the Head of the Department or an authorized Officer.

Certificate of the Head of the Department

Attestation of the Signature of the Applicant

I hereby certify that Mr./Mrs./Miss.
.....an officer of my office who is personally known to me signed before me.

Name :
Designation :
Address :
Signature :

I hereby certify that I Checked the abovementioned particulars and those are correct and the examination fee has been paid and the receipt has been affixed and this is the first sitting of the applicant and she has qualified to sit for this examination.

Signature of the Head of the Dept. :
Name :
Designation :
Address :
Date :

09-1133