

N. B.— Part I:III, II, III, IV(A) and IV(B) of the Gazette No. 2,233 of 18.06.2021 were not published.



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අංක 2,234 — 2021 ජූනි මස 25 වැනි සිකුරාදා — 2021.06.25

No. 2,234 — FRIDAY, JUNE 25, 2021

(Published by Authority)

PART I: SECTION (IIA) — ADVERTISING

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

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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 16th July, 2021 should reach Government Press on or before 12.00 noon on 02nd July, 2021.

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.”

Department of Govt. Printing,
Colombo 08,
01st January, 2021.

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

GANGANI LIYANAGE,
Government Printer.



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 EXAMINATION CANDIDATES

All examination candidates are bound to act in compliance with the provisions of the Public Examinations Act, No.25 of 1968 which was amended by No.19 of 1976 and other rules and regulations imposed from time to time.

The following conditions and restrictions are hereby imposed through the Sentence No. 20 of the Public Examinations Act, No.25 of 1968 which was amended through No.19 of 1976 as per the powers assigned to the Commissioner General Examinations.

All examination candidates are bound to abide by the rules given below and a candidate who violates any of these rules is liable to one or more of the following penalties mentioned below at the discretion of the Commissioner General of Examinations.

- I. Debarring to appear for the whole examination or part of it which was under investigation.
- II. Disqualifying from one subject or from the whole examination which was under investigation.
- III. Imposing lifetime ban for all the examinations conducted by the Department of Examinations, Sri Lanka.
- IV. Debarment from appearing for examinations conducted by the Department of Examinations, Sri Lanka for a certain period of time.
- V. Issuing a letter with suspended debarment of examination.
- VI. Suspension of the certificate for a specific period.
- VII. Handing over the examination candidate to the police to file a criminal case under the Public Examinations Act or complaining the police regarding such act.
- VIII. When the examination candidate is a government employee, reporting the appointing authority of such examination candidate (to take disciplinary actions) regarding the conduct of such examination candidate.

The Commissioner General of Examinations reserves himself the right to take actions with respect to such examination candidate prior to, during or after the examination or at any stage. His decision with respect to that should be deemed final.

1. Every examination candidate should act in the examination hall and at the examination premises in such a manner that any disturbance or obstruction should not take place for the examination supervisor and his staff as well as for other examination candidates. Moreover, examination candidates should not vandalize the property of the examination premises or damage the private property of the examination staff.

2. Examination candidates should act in compliance with the instructions given by the examination supervisor and his staff when the examination is in progress and before the commencement of the examination as well as immediately after the end of the examination.

3. No examination candidate will be admitted to the examination hall after the lapse of half an hour subsequent to the commencement of the question paper at an examination. Also, no examination candidate will be permitted to leave the examination hall until the examination ends. Actions should be taken to participate for practical tests or oral tests on time.

4. Every examination candidate should sit on the seat reserved for him/her bearing the respective Index Number and not any other seat. Unless with the special permission of the examination supervisor, no candidate should change his/her seat. The occupation of a seat other than the one assigned to him/her is liable to be considered as an act committed with dishonest intention.

5. Absolute silence should be maintained in the examination hall. A candidate is forbidden to speak to or to exchange messages or to have any dealing with any person within or outside the examination hall for any matter other than a member of the examination hall staff.

6. Since the answer script of an examination candidate will be solely identified through the candidate's Index Number, it is completely prohibited to write one's name on the answer script, put a certain mark or note to distinguish the answer script, write indecent or unnecessary things on the answer script and attaching currency notes with the answer script. Further, writing other examination candidate's Index Number on one's answer script could be considered as an attempt to commit a dishonest act. Answer scripts bearing Index Numbers those are difficult to decipher are liable to be rejected.

7. Examination candidates should not write on question paper or desk or any other place except on the papers (papers given to answer with the invigilator's short signature and the date with regard to the day on which the examination is conducted) supplied at the examination hall. Acting non-compliance with these instructions will be considered as an act committed with dishonest intention.

8. Any paper or answer books supplied to examination candidates should not be torn up or crushed. Each and every sheet of paper used for rough work should be clearly crossed out and attached to the answer script or submitted with the answer script at the end of the examination or the candidate should do the needful as per the given instructions. It is forbidden to take out anything written inside the examination hall. If a question has been answered twice in two different places, the unnecessary answer should be clearly crossed out.

9. It is forbidden to take out the papers or any other material supplied to answer at the examination out of the examination hall. All such materials are belonged to the Commissioner General of Examinations and breach of this rule will be considered as a punishable act.

10. When examination candidates appear for the examination in the examination hall, they should not keep in their possession or by their side other note books, papers with notes or paper pieces except the stationery supplied to them for answering at the examination and the materials which were authorized in written for each examination. Also, keeping mobile phones, electronic communication instruments/ devices in one's possession or by one's side and obtaining assistance from external parties through such instruments/devices and sending information to other parties and social media while the examination is in progress are considered to be dishonest acts and punishable offences.

11. In case electronic communication instruments/devices are revealed to be used for the purposes mentioned in the above paragraph no. 10, such instruments/devices will be taken into the custody of the Commissioner General of Examinations until the investigations are concluded.

12. After sitting in the examination hall, an examination candidate is strictly forbidden to keep any unauthorized material or instrument in his/her possession prior to the examination or when the examination is in progress. In case the supervisor or the examination staff orders, each candidate is bound to declare everything he/she has with him/her and get them

checked. Breach of these requirements should be considered as an attempt to commit an act of dishonesty.

13. It is an offence, in case a candidate copies or attempts to copy from the answer script of another candidate or a book or a script or a paper containing notes or through signals or any other source or acts dishonestly. Also, helping another candidate and getting help from another candidate or a person or exam staff are also offences and every completed answer sheet should be kept underneath the sheet on which the answer is being written. Writing papers 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 after the commencement of the examination. However, in case an examination candidate needs to leave the examination hall to use the lavatory/ urinal, the candidate will be permitted to go outside for a brief period under the surveillance of an officer belongs to the assistant staff of the examination supervisor. He/ She shall be subject to search before leaving the examination hall as well as when re-entering it.

15. Impersonation before commencement of answering at the examination hall or after, is a punishable act. Tampering with identity cards or presenting false identity cards is considered to be an act of dishonesty.

16. Assistance given to a candidate in an improper and dishonest manner by a candidate or a person, who is not a candidate, is considered to be a serious offence.

17. Examination candidate should adhere to the following instructions.

I. Every examination candidate should take actions to get the signature in their admission paper attested and get the subjects amended prior to the examination, after inquiring the Department of Examinations, Sri Lanka in case there is any discrepancy between the subjects applied and the subject indicated in the admission paper.

II. It is appropriate to arrive the examination hall, half an hour prior to the commencement of the examination and if you are not quite certain of the location of the examination hall, make inquiries on a day prior to the date of examination and be sure of its exact location.

III. Candidate should produce their identity cards and get their identities confirmed at every paper they sit when appearing for the examination.

(a) Actions will be taken to cancel the candidature in case a candidate fails to produce the identification documents at the examination hall and in case a candidate forgets to bring such documents into the examination hall, that fact should be brought to the notice of the supervisor and arrangements should be made to produce them before the examination ends.

(b) Every candidate should be in the examination hall during the examination period in such a way that his/her face should be clearly recognizable to display his / her identity in a clearly visible manner.

IV. Examination candidates should keep their ears openly and in a clearly visible manner so as to confirm that they are not using electronic communication instruments/ devices like Bluetooth.

V. No paper other than those issued at the examination hall should be used for answering questions. Excess paper and other materials should be left on your desk in good condition in a reusable manner.

VI. Examination candidates should bring their own pens, pencils, erasers, foot rulers, geometrical instruments, boxes of coloured pencils and boxes of coloured chalks, etc.

VII. When you start answering, you should promptly write down the Index Number clearly on the answer book used and each sheet of paper. Write answers clearly and legibly on both sides of the paper. You should leave at least a single blank line after providing the answer to a part of a question before starting to answer the next part of such question. You should provide answers in a fresh page for each question.

VIII. The left-hand margin of the answer sheet is set apart to enter the question number. Since the right-hand margin is reserved for the examiner's use, nothing should be written there. Actions should be taken to number the questions you answered correctly as incorrect numbering leads to confusion.

IX. When mathematical questions are answered, give all details of calculations and any rough work in their serial order as part of the solving of the sum. The sketches and diagrams drawn in the relevant places should be accurate and sufficiently large.

X. You should read carefully the instructions given at the head of the questions paper with regard to the compulsory questions and the other questions which should be selected. Marks will not be granted for answers provided disregarding the given instructions in the question paper.

XI. At the end of answering for each question, in addition to the answer book used, the answer sheets should be collected according to the page number and then should be tied/ attached at the top left-hand corner in a non-detachable manner. Make sure whether you have attached all the answer sheets prior to handing over the answer script. Any answer sheet taken out of the examination centre will not be evaluated after the handing over of such answer scripts.

XII. Your answer script should be handed over to the examination supervisor or to an officer of his/her staff. You should remain in your seat until the answer scripts are collected. Failure to do so may result in the loss of your answer script and your being treated as an absentee for a certain subject.

XIII. If it becomes necessary for you to speak to the examination supervisor or an officer of his/her staff due to a certain matter, you should sign him by tapping two times on the desk without disturbing others.

Commissioner General of the Examinations.

At the Department of Examinations, Sri Lanka,
Pellawatta,
Battaramulla.

Posts – Vacant

STATE MINISTRY OF CONTAINER WAREHOUSE FACILITIES, CONTAINER YARDS, PORT SUPPLY FACILITIES AND BOATS AND SHIPPING INDUSTRY DEVELOPMENT

APPLICATIONS are called by qualified and experienced citizens of Sri Lanka for the following posts which are to be appointed on a temporary basis for the media division of the State Ministry of Warehouse facilities, Container Yards, Port Supply facilities and boats and Shipping Industry Development.

Post : Still Photographer - No. of posts - 01

Video Cameraman - No. of posts - 01

Nature of Post : Temporary.

Salary : A monthly allowance of Rs. 29,840 and a cost of living allowance of Rs. 7,800.

Educational Qualifications.– Passed G. C. E. Ordinary Level examination within two attempts with 06 passes and 04 credits.

Professional qualifications.– should have been awarded a certificate having followed a course not below NVQ level 05 in photography and camera techniques.

Post : Cameraman Assistant - No. of posts - 01

Nature of post : Temporary.

Salary : A monthly allowance of Rs. 24,250 and a cost of living allowance of Rs. 7,800.

Educational Qualifications.– Passed G. C. E. Ordinary level examination within two attempts with 06 passes and 04 credits.

Professional qualifications.– Professional qualifications obtained in the relevant field would be considered as an added qualification.

Age.– Should be not less than 18 years and not above 45 years.

Method of recruitment.– The person with the maximum qualification obtained in a qualification assessment interview would be recruited.

Other qualifications :

- (i) Should be a citizen of Sri Lanka,
- (ii) Applicants should have an excellent character,
- (iii) All qualifications necessary for the recruitment to the posts to be completed as at the date stated in the notice calling for applications, should have been completed in every aspect.

Duly completed applications together with detailed curriculum vitae supported by couple of education and professional qualifications, experiences should be sent to reach the following address on or before **16.07.2021** in a sealed envelope stating the specific position on the top left of the envelope. Applications sent after closing date, unsigned and those without certificates will be rejected.

Secretary,
Ministry of Warehouse Facilities, Container Yards,
Port Supply Facilities and Boats and Shipping Industry Development.

Leyden Bastian Road,
Colombo 01,
25th June, 2021.

Examinations, Results of Examinations &c.

MINISTRY OF LABOUR

The Open Competitive Examination for the Recruitment to the Post of Stenographer (Sinhala) Grade III in The Office of the Commissioner for Workmen's Compensation - 2021

APPLICATIONS are invited from suitably qualified Sri Lankans to fill 03 vacancies in the post of Stenographer (Sinhala) Grade III in the Office of the Commissioner for Workmen's Compensation.

2.0 Appointment.—Applicants who fulfill the qualifications based on a written test and a vocational test conducted by the National Institute of Labour Studies upon a request by the Secretary of the Ministry of Labour will be recruited on the order of merit.

3.0 Salary Scale.— In terms of the Public Administration Circular 03/2016, the monthly salary scale applicable to this post is MN-1-2016-Rs. 27,140-10 x 300-11 x 350-10 x 495-10 x 660 - Rs. 45,540.

4.0 Conditions of service :

- 4.1 This appointment is permanent and pensionable. Provided that, the officers are bound by any policy decision taken in future by the government as regards the pensions. They shall contribute to the Widows' and Orphans' Pension Scheme. Further, this post is subject to a probationary period of three (03) years.
- 4.2 All officers recruited to the post should obtain proficiency in the other Official Languages within three years from the date of appointment in terms of the Public Administrative Circular 18/2020.
- 4.3 The place of work is Office of the Commissioner for Workmen's Compensation located on 07th Floor of the Labour Secretariat Building, Colombo 05 and duties have to be performed as and when necessary in mobile labour courts located across the country.

4.4 The first Efficiency Bar Should be passed before the expiry of three years from the date of recruitment.

4.5 Selected applicants shall be appointed to the post of Stenographer Grade III subject to general conditions governing the appointments in Public Service, procedural rules of the Public Services Commission, provisions of the Establishments Code and Financial Regulations and amendments made thereto from time to time, other orders of the Ministry/Institution and the terms and conditions set out in the recruitment of scheme approved by the Public Services Commission and amendments that will be made thereto in due course.

5.0 Qualifications :

- 5.1 Should be a citizen of Sri Lanka
- 5.2 Should be not less than 18 years and not more than 30 years of age as at the closing date of applications .
- 5.3 Should be of excellent moral character.
- 5.4 **Educational Qualifications :**
 - (i) Should have passed the General Certificate of Examination (Ordinary Level) Examination with six (06) subjects with credit passes to First Language (Sinhala/English/Tamil) and Mathematics and two other subjects in one sitting;

and
 - (ii) Should have passed at least one (01) subject at the General Certificate of Examination (Advanced Level) Examination (other than the Common General Test and General English under the new syllabus.
- 5.5 **Professional Qualifications :**
Should have successfully completed a six (06) month course in Stenography and Computer Typesetting in an institution approved by the Tertiary and Vocational Education Commission

and obtained a certificate or should have obtained a credit pass for the subject of Typing and Stenography at the General Certificate of Examination (Ordinary Level) Examination.

Note:- The institutions approved for Stenography and Computer Typesetting by the Tertiary and Vocational Education Commission are given below.

- Technical Colleges and Colleges of Technology belonging to the Department of Technical Education Training
- Training centres belonging to the National Apprentice and Industrial Training Authority
- Training centres belonging to the National Youth Council
- Training centres belonging to the Vocational Training Authority of Sri Lanka

5.6 Physical Qualifications :

Every applicant should be physically and mentally fit to serve in any part of Sri Lanka.

5.7 Date on which qualifications should be fulfilled :

Should have fulfilled all the qualifications set out in 5 above in every way as at **28.07.2021** which is the closing date of applications.

6.0 Method of Recruitment. – The recruitment to this post will be carried out totally under the open stream which consists of a written test and a vocational test.

6.1 Written test :

The written test will be conducted by the National Institute of Labour Studies.

6.1.1 Details of the test :

<i>Question Paper</i>	<i>Time</i>	<i>Maximum marks</i>	<i>Pass mark</i>
i. General Knowledge and essay	1 hour	100	40

6.1.2 Syllabus :

Testing general knowledge on current local and international affairs, writing an essay under a selected topic from amongst topics of timely importance (The candidate's ability of expression, language competence/ grammatical accuracy and spelling will be given priority)

6.2 Vocational test :

The vocational test will be conducted by the National Institute of Labour Studies.

<i>Question Paper</i>	<i>Time</i>	<i>Maximum marks</i>	<i>Pass mark</i>
Stenography and computertypesetting (Practical) Sinhala	-	100	40

6.2.2 Syllabus :

Taking down a passage dictated within 05 minutes at a speed of 70 words per minute, and transcribing the notes at a speed of 07 words per minute. Typing at a speed of 20 words per minute (A paragraph of 20 minutes)

07. How vacancies are filled. – Applicants who receive the highest marks at the written test and the vocational test will be recruited according to the number of vacancies on the order of merit after an interview for verification of qualifications. Since this examination is an open competitive examination, the applicants should obtain at least a minimum of forty percent of marks (40%) allocated for each test. No marks will be awarded at the interview to be conducted and it is only for the verification of qualifications.

08. *Examination fees.*— The examination fee is Rs. 500/=. The examination fee should be paid to People's Bank, Narahenpita Branch to the credit of the Ministry of Labour No: 119-1001-59025666 and the receipt obtained shall be affixed to the application so as not to be detached. The examination fee paid shall not be refunded under any circumstances . It may be useful to keep a photocopy of the receipt.

09. *Preparing applications :*

9.1 The application should be in the form of the specimen appended to this notification and should be prepared on paper of size A-4 using both sides, and

(a) item number 01 to 03 should be in the first page and the remainder should be in the other pages and it should be clearly filled in candidate's own hand writing,

(b) Applications which are not in conformity with the prescribe specimen form and those for which examinations fees have not been paid on due date will be rejected without any notice being given. The applicant should bear the loss for failing to duly complete the application. It is advisable to keep a photocopy of the application and it is the responsibility of the applicant to make sure that the application form prepared by him/her complies with the specimen given in the examination notice, as otherwise the application may be rejected.

9.2 The examination will only be held in Colombo on 05th September 2021.

9.3 The Director General of the National Institute of Labour Studies will allow candidates whose applications have been received on or before the application closing date after paying the due examination fees to sit the examination on the assumption that only those who have satisfied the qualifications mentioned in the notification have applied for the examination . Issuance of an admission card to an applicant does not necessarily mean that he/she has the required qualifications to sit for the examination . If it is revealed that the candidates have submitted

false information or do not possess requisite qualifications on the occasion of verifying the qualifications after inviting candidates for an interview as per the *gazette* notification, their candidature will be cancelled.

9.4 *Submission of Applications :*

Applications duly filled should be sent by registered post to reach the address "Director General, National Institute of Labour Studies, Second Floor, Labour Secretariat, Narahenpita, Colombo 05 on or before 28.07.2021. The words "**Open Competitive Examination for recruitment to the post of Stenographer (Sinhala) Grade III in the Office of the Commissioner for Workmen's Compensation -2021**" should be clearly written on the top left hand corner of the envelope in which the application is enclosed. No complaints regarding applications lost or delayed in the post will be entertained.

9.5 Applicant's signature in the application form should have been attested by a Principal of a Government School, a Justice of Peace, a Commissioner for Oaths, a Notary Public, Commissioned Officer in the Armed Forces, an Officer holding a Gazetted post in the Police Service or an Officer holding a permanent post in Staff Grade in the Public Service.

9.6 *Punishment for the provision of false information :*

When filling the application, the candidates should exercise caution and only accurate information should be provided. If a candidate is found to be not eligible to sit for this examination in accordance with regulations applicable to the examination, his / her candidature is liable to be cancelled at any stage prior to, during or after the examination . If any information furnished by a candidate is found to be false after the post is received, he/ she may be dismissed from the Public Service.

10. *Admission to the Examination.*— Admission cards will be issued by the Director General of the National Institute for Labour Studies to reach the applicants one week before the date of the examination, i.e. 05.09.2021. Permission will not be granted to sit the examination with an admission card.

Applicants should get the signature placed in the admission card relevant to the examination centre attested and present it to the head of the examination hall.

If the admission card is not received one week before 05.09.2021 which is the date of the examination, it should be brought to the notice of the Director General of the National Institute of Labour Studies by contacting telephone numbers 011 2786541/ 011 2786542. It would be advisable submit a copy of the receipt relevant to payment of examination fee and the receipt of registration of the application to the National Institute of Labour Studies together with your inquiry.

11. Applicants should submit one of the following identification documents to the supervisor of the examination hall for the confirmation of their identity.

- I. National Identity Card issued by the Department of Registration of Persons
- II. Valid Passport
- III. Valid driving license

12. Applicants shall be bound by the rules and regulations imposed by the National Institute of Labour Studies for the purpose of conducting the examination. If an applicant violates these rules, he/she is liable for a punishment imposed by the Director General of the National Institute of Labour Studies.

13. The final decision with regard to the conduct of the examination, granting appointments and all other matters shall lie with the Secretary of the Ministry of Labour.

Note: Please note that the Sinhala text shall prevail in the event of any inconsistency or contradiction between the Sinhala, Tamil and English texts of this notification.

M.P.D.U.K. MAPA PATHIRANA,
Secretary.

On 06th day of June 2021
Ministry of Labour,
Narahrenpita,
Colombo 05.

SPECIMEN APPLICATION FORM

For office use only

THE OPEN COMPETITIVE EXAMINATION FOR THE RECRUITMENT TO THE POST OF STENOGRAPHER (SINHALA) GRADE III IN THE OFFICE OF THE COMMISSIONER FOR WORKMEN'S COMPENSATION - 2021

1.0 Details of the Applicant:

- 1.1 Name with initials:
(In English block letters) (Eg: PERERA A.B.C.)
- 1.2 Name in full: Mr/Mrs/ Miss:
(In English block letters)
- 1.3 Name in Full :
(In Sinhala)

1.4 National Identity Card Number :

2.0 2.1 Gender :- Male -1 Female-0 (Write the relevant number in the cage)

2.2 Permanent Address :
(In English block letters)

2.3 Permanent Address :
(In Sinhala)

2.4 The address to which the admission of the examination should be sent:

I. (In Sinhala):

II. In English block letters:

2.5 Telephone Number:
2.6 Email:

- 3.0 3.1 Whether married or single: Single -1 Married-2 ☐ (Write the relevant number in the cage)
3.2 Date of Birth : Year : Month : Date :
3.3 Age as at the closing date of applications: Years : Months : Days :
3.4 Whether of Sri Lanka by descent or by registration? :

4.0 Educational qualifications :

4.1 G.C.E.(Ordinary Level) Examination :

- (i) Year and month of the examination : Year : Month :
(ii) Index No. :
(iii) Results :

<i>Subjects Passed</i>	<i>Grade</i>	<i>Subjects Passed</i>	<i>Grade</i>
(1)		(6)	
(2)		(7)	
(3)		(8)	
(4)		(9)	
(5)		(10)	

4.2 G.C.E.(Advanced Level) Examination :

- (i) Year and month of the examination : Year : Month :
(ii) Index No. :
(iii) Results :

<i>Subjects Passed</i>	<i>Grade</i>
(1)	
(2)	
(3)	
(4)	

5.0 Professional qualifications :

<i>Name of the course</i>	<i>Institution</i>	<i>Duration</i>	<i>Results</i>

6.0 Have you ever been convicted by a court of law for any offence? (Please mark in the relevant box)

Yes ☐ No ☐

If so convicted, give details of the offence, the court by which you were convicted and the nature of punishment .

7.0 Details of the payment of examination fee:

(i) Name of the branch of Bank of Ceylon to which examination fee was paid:.....

(ii) Receipt number and date : Number:
Date:

(iii) Amount paid :

Paste one edge of the receipt securely in this cage

to me, that he/she placed his/her signature before me on

Signature and official seal of Attesting Officer.

Date :

Name of the Attesting Officer :

Designation :

Address :.....

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8.0 Declaration of the Applicant:

(a) I do hereby declare that the information furnished by me in this application is true and accurate to the best of my knowledge . I also agree to bear any loss caused by not duly completing/falsely completing any part of this application. Further, I certify that all sections of this application been filled accurately.

(b) I agree to be bound by the rules and regulations of the examination imposed by the Director General of the National Institute of Labour Studies and the decision taken to cancel my candidacy of the examination before or after the examination if it is disclosed that I am ineligible in terms of the conditions herein.

(c) I am also aware that if any particulars contained herein are found to be false before appointment, I am liable to be disqualified and if so found after appointment I am liable to be dismissed.

.....
Signature of the applicant.

Date:.....

9.0 Attestation of the Signature of the applicant :

I, certify that Mr./ Mrs./Miss.
..... who submits this application is personally known

**THE DEPARTMENT COMMERCE OF THE
MINISTRY OF TRADE**

**Open Competitive Examination for Recruitment
to the Post of Assistant Director of Commerce
Grade III Executive Service**

THE Public Service Commission has approved the following amendment to the Open Competitive Examination for recruitment to the Post of Assistant Director of Commerce Grade III Executive Service published in the *Gazette* of the Democratic Socialist Republic of Sri Lanka 2227 of 07.05.2021.

AMENDMENT

The closing date for applications for the above examination mentioned in Section 09(VII) of the above notification is extended up to **15.07.2021**.

Further, the maximum age limit specified in Section 05 of the notification should be corrected as (Applicants should not be less than twenty one (21) years and not more than thirty five (35) years of age on the closing date of applications. (Accordingly, on the candidates who have the dates of birth on or after 04.06.1986 and on or before 04.06.2000 are eligible to apply).

J. M. B. JAYAWARDANA,
Secretary,
Trade Ministry.

Department of Commerce,
On 23rd June, 2021.

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