

N.B.— Part IV(A) of the *Gazette* No. 1,777 of 21.09.2012 was not published.
The Catalogue of books printed quarterly in July– September, 2009 has been published in Part V of this *Gazette*.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,778 - 2012 සැප්තැම්බර් 28 වැනි සිකුරාදා - 2012.09.28
No. 1,778 – FRIDAY, SEPTEMBER 28, 2012

(Published by Authority)

PART I : SECTION (IIA) — ADVERTISING

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

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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 19th October, 2012 should reach Government Press on or before 12.00 noon on 05th October, 2012.

B. K. S. RAVINDRA,
Acting Government Printer.

Department of Govt. Printing,
Colombo 08,
23rd June, 2012.

1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility

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

7. New National Policy on Recruitment and Promotions :

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

Rules and Instructions for Candidates

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Department of Examinations,
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

SRI LANKA RAILWAY DEPARTMENT

Recruitment of Railway Sub-Station Masters on Contract Basis

I hereby inform that the Wanawasala Sub-station is included to the vacant Sub-stations in the notice of calling applications which has been published in the Government *Gazette* on 24.08.2012 to be recruited Sub-station masters on contract basis to Sri Lanka Railway Department. According to the above amendment the closing date of accepting applications is extended up to 12.10.2012 is declared.

B. A. P. ARIYARATHNA,
General Manager Railways.

At the Office of the General Manager of Railways,
Colombo 10,
On the 12th of September, 2012.

09-1154

Examinations, Results of Examinations &c.

SRI LANKA EDUCATIONAL ADMINISTRATIVE SERVICE

First Efficiency Bar Examination for Officers in Class III – 2012

IT is hereby notified that the First Efficiency Bar Examination for officers in Class III in the Sri Lanka Educational Administrative Service will be held in 2013 January in Colombo.

02. The Syllabus and other provisions relating to this Examination have been published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka bearing No. 1,225/32 dated 01.03.2002. The syllabus and other provisions are indicated below for convenience.

Examination Procedure :

- (a) The First Efficiency Bar Examination will consist of the following subjects :

Subject Number	01	General Administration - Constitution of Sri Lanka. Provision of the Establishment Code and other regulations of the government.
Subject Number	02	Finance
Subject Number	03	Education, Educational Law, Administration and Supervision.

- (b) An Officer may take up the subjects of the 1st Efficiency Bar Examination on one and the same occasion or on separate occasions.

- (c) Each paper will be of 3 hour duration.

03. Syllabus of Examination :

(01) General Administration :

- (a) The Ceylon Government Order in Council, 1946 and 1947 (Chapter 973) ;
The Citizenship Act, No. 18 of 1948 (Chapter 349) ;
The constitution adopted and enacted on 22nd May, 1972 ;
Registration of persons eligible to vote - Act No. 44 of 1980 ;
Parliamentary Elections Act, No. 19 of 1981 ;
Referendum Act, No. 07 of 1981 ;
Presidential Elections Act, No. 15 of 1981 ;
The constitution of the Democratic Socialist Republic of Sri Lanka.

- (b) Office and Field Organization Methods :
The Establishment Code and other Government Regulations ;
Chapters I, II, III, IV, V, VI, VII, IX, X, XI, XVI, XXV, XXVI, XXVII, XXIX, XXXI, XXXII, XXXIII, XLVII, XLVIII of the Establishment Code.

(02) Finance :

- (a) The Financial Regulation of the Government – Part I (Except Chapter I) ;
(b) The Estimates of Revenue and Expenditure of the current year, e. g.- their arrangements ; the Head of Revenue, Finance and Appropriation Acts ;

(c) Ordinances and other Legislation relating to Specific Accounts relat with in Education Offices.

(03) *Education, Educational Law, Administration and Supervision :*

(a) Education Law – Candidates are excepted to be familiar with following Ordinances and Acts of Parliament :

- * Education Ordinance No. 31 of 1939 ;
- * Amendment Ordinance No. 26 of 1947 ;
- * Amendment Act, No. 05 of 1951 ;
- * Amendment Act, No. 43 of 1953 ;
- * Code of Regulations for Government Schools ;
- * Assisted Schools and Training Colleges (Special Provisions Amendment) Act, No. 05 of 1960 ;
- * Assisted Schools and Training Colleges (Supplementary Provisions) Act, No. 08 of 1961 ;
- * Education (Change of Designations) Act, No. 35 of 1973 ;
- * Pirivena Act, No. 64 of 1979 ;
- * The Assisted Schools and Training Colleges (Special Provisions Amendment) Act, No. 65 of 1981 ;
- * National Institute of Education Act, No. 28 of 1985.

(b) *Education Administration :-*

1. Policies of the Ministry of Education :

- (i) Ministry of Education ;
- (ii) Organization and functions of the Ministry of Education and the Departmental Institutions under the Ministry including District Department ;

(iii) Educational planning at National and Regional levels ; Aims and objectives, methods (including school mapping), implementation etc.

2. School Management, School community relationship ;

3. Educational Management Information Systems ;

4. Special Education Programmes.

(c) *Educational supervisions :*

- * Scheme for school supervision and criteria used in evaluation of teacher performance ;
- * Continuous evaluation programmes in School ;
- * Self evaluation programs in Schools ;

* School supervision by the District Departments and the Ministry of Education ;

* Validation of Internal Evaluation by External Teams. (Candidates are advised to be through with the Circulars, Manuals and other publications issued by the Ministry of Education).

Reference :-

- * Asian Institutes of Educational Planning and Administration (1970) ;
- * Modern Management Techniques in Educational Administration ;
- * A Report of a Seminar - New Delhi ;
- * Barry and Tye (1975) Running a School - Temple Smith London ;
- * Bush T. Glatter, R. Good, C. Riches, (eds. 1980) Schools ;
- * Approaches to School Management, Harper and Row ;
- * Dr. Khan Mohideen Sheriff (1983) School Administration, New Delhi ;
- * Ministry of Education - Education in Ceylon (1969) ;
- * A centenary Volume Part II, Part III Ministry of Education and Cultural Affairs, Ceylon ;
- * Open University (1981) Policy Making, Organization and Leadership in Schools (Block 4 of Course E 323) Open University Press London ;
- * Shipman, Murten (1983) in School Evaluation, Heineman Education Books, London ;
- * Report on the Management Reforms in the Ministry of Education 1984.

(04) Candidates should obtain 40% of the total marks allocated for each subject for a pass.

(05) *Language medium of the examination :*

- (i) Candidates can answer the question papers either in the Official Language or in the National Language ;
- (ii) Candidates can answer in the Language medium of the Competitive Examination he passed to enter the Public Service or if there was no competitive Examination, Language medium of qualifying examination to enter the Public Service.

(06) If it is detected that a candidate has answered the question papers in a language medium for which he is not entitled his/her candidature will be cancelled. He will not be allowed to change the language medium applied for, at a later stage.

(07) Application should be prepared and submitted by using a A4 size paper in conformity with the specimen form indicated below. (Item 01 to 06 should appear in the first page and the remaining items should appear in the second page). In the Sinhala application the name of the examination should be indicated in English in addition to Sinhala and in the Tamil application the name of the examination should be indicated in English in addition to Tamil. Relevant Information in the application should be clearly written in candidate's own handwriting. Applications which are not in conformity with the specimen form and those which are incomplete will be rejected without notification. It is advisable to keep a photocopy of the application with the candidate. Candidates should be vigilant as to whether the duly completed application is in conformity with the specimen form and it should be noted that the application will be rejected if it is not so.

(08) The Examination will be conducted by the Commissioner General of Examination and the candidates are bound by the rules prescribe by him for conducting examinations. These rules are indicated at the end of this notification.

(09) Applications should be forwarded under registered post through Heads of Departments addressed to the Commissioner General of the Examinations. Organizations and Foreign Examinations Branch, Sri Lanka, Examinations Department, Pelawatta, Battaramulla, to be received on or before 31.10.2012. Name of the Examinations should be written on the top left hand corner of the envelope. Any application received after this date will be rejected.

(10) Immediately after the issue of admission cards to the candidates a news paper notification to that effect will be published by the Department of Examination. If the admission cards are not received even after 02 or 03 days of the newspaper notice it should be notified to the Department of Examinations according to instructions in the newspaper notice. A certified photocopy of the application retained with the candidate, the registration receipt and the fax number for sending the admission card if the candidate is resident outside Colombo should be sent to the Department of Examinations. A copy of the letter of request sent to the Department of Examinations should be retained with the candidate. (Fax No. : 011-2784232) :

(i) Name of Examination ;

(ii) Full name of candidate ;

(iii) Address of the candidates in full ;

(iv) Date of posting the application, registered letter number and Post Office.

(11) Complaints from candidates who fail to fulfill the requirements indicated in para 9 above will not be considered.

(12) At the examination hall it is the responsibility of the candidates to produce evidence in proof of their identity and for this purpose only the Identity Card issued by the Department of Registration of Persons or a valid passport will be accepted.

(13) Fees for examinations will be charged as follows. The relevant examination fee should be paid at any District or Divisional Secretariat to be credited to revenue head 2003-02-13 of the Commissioner General of Examinations. The receipt obtained for the payment from the District/ Divisional Secretariat should be pasted in the relevant box of the application form. (It is advisable to retain a copy of the receipt with you)

(a) First sitting (fees won't be levied for the whole examination or part of it) ;

(b) Thereafter, for each sitting :	Rs. cts.
For the whole examination	1,000 0
For one subject	500 0

(14) The issue of an admission card should not be considered an acceptance that he/she has fulfilled the qualifications to appear for the examination.

S. M. GOTTABAYA JAYARATHNA,
Secretary,
Ministry of Education.

Ministry of Education,
"Isurupaya",
Battaramulla.

APPLICATION FORM

(for official use only)

FIRST EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS III OF
THE SRI LANKA EDUCATIONAL SERVICE - 2012

ශ්‍රී ලංකා අධ්‍යාපන පරිපාලන සේවයේ III වැනි පන්තියේ නිලධාරීන්
සඳහා වන කාර්යක්ෂමතා කඩඉම් විභාගය - 2012

(To be forwarded to Commissioner General of Examinations, Sri Lanka Department of Examinations, Pelawatta, Battaramulla by registered post through the Head of the Department)

Language medium for the examination :

Sinhala	2
Tamil	3
English	4

(Relevant number to be written within cage)

(Name of examination should be written on the top left corner in the envelope).

01. (a) Name with initials with initials at the end (English capital letters) : _____.
Example : SILVA, S. A.
(b) Name denoted by initials : _____.
(in English capital letters)

02. Address :
(i) Official Address : _____.
(ii) Private Address : _____.
(iii) Address for dispatch of admission card (in English capital letters) : _____.
(iv) Telephone No. : _____.

03. Subjects offered with subject numbers as indicated in para 02(a) in the notification to be written clearly :

Subject Number	Subject : _____.
Subject Number	Subject : _____.
Subject Number	Subject : _____.

04. National Identity Card No. : _____.

05. Date of birth :
Year Month Date

06. (i) Designation : _____.
(ii) Department/Zonal Education Office/Divisional Education Office/School : _____.

07. State whether you have appeared for this examination previously, in whole or in part and if so state year, subjects and medium in which answers were written :

Year	Subject	Medium
.....
.....
.....

08. I hereby declare that the particulars furnished above are true and correct and that I am entitled to sit this examination in the medium indicated in para 06 above. I also agree to abide by all the rules and regulations of the examination. I also declare that I will be subject to the rules and regulations to be imposed relating to this examination by the Commissioner General Examinations.

09. Details of the receipt :
(i) Name of the Secretariat Office where you paid the examination fee : _____.
(ii) Receipt Number and Date : _____.
(iii) The Amount paid : _____.

Paste the receipt received after payment here.
(A photocopy to be retained by the candidate) only if relevant

Signature of candidate.

Date : _____.

Commissioner General of Examination :

Submitted,

I certify that the candidate whose particulars appear as above is eligible to sit this examination and that he/she is entitled to sit in the language medium indicated by him/her in para 6.

I mention further that the receipt for payment is affixed above (*).

Signature and Designation of the
Head of the Department and Official Frank.

Date : _____.

(*) To be deleted when payment of fees is not requested.

09-723

DIRECT RECRUITMENT TO THE GRADE III OF SRI LANKA ACCOUNTANTS' SERVICE ON MERIT BASED ON PROFESIONAL QUALIFICATIONS-2012

APPLICATIONS are called for recruitment to the post of Accountant Grade III of Sri Lanka Accountants' Service as per para 7.4 of the Service Minute of the Sri Lanka Accountants' Service published in the Extraordinary *Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1670/33 dated 10.09.2010. The applications prepared in accordance with the specimen form given below should be sent by registered post addressed to the Deputy Secretary to the Treasury (A). General Treasury, Ministry of Finance and Planning, Colombo 01 on or before 25.10.2012. The words "Application for the Posts of Accountant Grade III of the Sri Lanka Accountants' Service" should be written on the top left hand corner of the envelope enclosing the application.

02. *Method of Recruitment.* - Officers will be selected on marks scored by them at the structured interview conducted by a Board of Interview appointed by the Public Service Commission after calling for applications from persons who possess following qualifications, in order to fill 32 vacancies in Grade III of the Sri Lanka Accountants' Service. Candidates can face the structured interview any one language of their choice.

03. *Conditions of Service.* - Selected candidates will be appointed to Grade III of Sri Lanka Accountants' Service subject to procedural rules of the Public Service Commission and conditions prescribed in the minute of the Sri Lanka Accountants' service published in the Extraordinary *Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1670/33 dated 10.09.2010 and amendments made thereto or to be made hereinafter. Further, candidates should acquire language proficiency as per the Public Administration Circular No. 07/2007.

04. The selected officers should pass the First Efficiency Bar Examination within 03 years from the date of appointment.

Structure and monthly salary scale.— Monthly salary scale as per salary code SL 1-2006- of the Public Administration Circular No. 6/2006 dated 25.04.2006. Monthly salary scale -SL1-2006- Rs. 22,935 - 10x 645 - 8 x790 - 17x1,050 - Rs. 53,555 (Two Efficiency Bar Examinations prior to steps Rs. 24,870 and Rs. 26,805).

05. Professional Qualifications :

- (i) Should have passed the Final Examination of the Institute of Chartered Accountants of Sri Lanka ; or
- (ii) Should have passed the Final Examination of an Institute of Chartered Accountants in a Commonwealth Country ; or
- (iii) Should have passed the Final Examination of an Institute of Chartered Management Accountants in a Commonwealth Country ; or
- (iv) Should have passed Final Examination of the Institute of Chartered Certified Accountants ; or
- (v) Should have passed the final Examination of Association of Chartered Certified Accountants of United Kingdom.

06. Physical Fitness.— All candidates should be physically fit in all aspects to serve in any part of Sri Lanka.

07. Other Qualifications :

- (i) Should be a citizen of Sri Lanka ;
- (ii) Should be of excellent moral character ;
- (iii) A person holding priesthood in any of the religious sects will not be eligible to face the structured interview as per 7.4.3.3 of the service minute of the Sri Lanka Accountants' Service.
- (iv) *Date of eligibility.*— A candidate will be deemed to have fulfilled necessary qualifications for appointment to the service if he/she has completed the above mentioned qualifications in all aspects on the date of publication of the *Gazette* Notification calling for applications. Copies of certificates should be attached to the application in support of qualifications.

08. Age limit.— Candidate should be not less than 22 years of age and not more than 35 years of age on the date of publication of the *Gazette* Notification.

09. Candidates should forward following documents along with the application :

- (a) A copy of Birth Certificate ;
- (b) Copies of the certificates of Highest Educational and Professional Qualifications ;
- (c) Two testimonials (one of them should be from the Principal/Lecturer or Professor of the University/ Institution).

10. Marking scheme of the Structured Interview is as follows :—

<i>Heads for allotting marks</i>	<i>Maximum marks</i>	<i>Pass marks</i>
Professional Qualifications	50	} 40
Educational Qualifications	20	
Experience	15	
Computer Literacy	10	
Board of Interview	05	
	100	40

11. An Officer who is already in the Public Service/the Provincial Public Service should forward his/her original application through their Heads of the Department to reach the Deputy Secretary to the Treasury, (A), The General Treasury, Ministry of Finance and Planning, Colombo 01. A copy of the application may be directly forwarded to the same address before the closing date of application.

12. Method of Application :

- (a) The application should be prepared by the candidate himself/herself strictly in accordance with the specimen form given in this notification on A4 sheet of paper size.
- (b) Item No. 01 to 05 of the application should be on the first page. The application should be in the Language in which the candidate is eligible to face the interview. However, the Heading should be written in English (Block Capitals) when preparing the application.
- (c) Incomplete applications are liable to be rejected. No appeal will be considered in respect of loss of application in the post and the application received after the closing date.
- (d) If any of particulars furnished by candidate is found to be incorrect and has been done so within his/her knowledge or that he/she has willfully suppressed a material fact he/she will be liable to be disqualified to receive an appointment. If already in service they shall be liable to be dismissed.

12. The final decision of filling all the existing vacancies or part of them will be taken by the Public Service Commission.

14. Selected candidates should pass First Efficiency Bar Examination in the following subjects prior to the confirmation in his/her post at the end of the probation period :

- (i) Government Financial Procedures ;
- (ii) Law and Management ;
- (iii) Administration ;
- (iv) Report Writing and Presenting Information to the Management.

15. Appointments to the Sri Lanka Accountants' Service will be made by the Public Service Commission. An officer will be on probation for a period of three years and will be confirmed in his/her post at the end of the probation period on successful completion of the First Efficiency Bar Examination and prescribed Sinhala/Tamil proficiency test.

16. In the event of any inconsistency between the notices published in Sinhala, Tamil and English language, the notice published in Sinhala medium shall prevail.

By the order of the Public Service Commission,

P. A. ABEYSEKARA,
Deputy Secretary to the Treasury.

General Treasury,
Ministry of Finance and Planning,
Colombo 01,
On this 28th day of September, 2012.

**Direct Recruitment to the Grade III of Sri Lanka
Accountants' Service on merit based on Professional
Qualifications - 2012**

No. :
(For office use only)

Medium of interview :
Sinhala - 1, Tamil - 2, English - 3
(Please write relevant number in the cage) Changing of medium indicated is not allowed.)

01. 1.1 Name with initials : Mr./Mrs./Miss :_____.
(In capital letters) Ex. : Mr. SILVA, A. B.
1.2 Full Name :_____.
(In capital letters)
1.3 Full Name :_____.
(In Sinhala/Tamil)
1.4 National Identity Card No. :

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02. 2.1 Permanent Address :_____.
2.2 Official Address :_____.
(An officer in the Public or Provincial Public Service should give his official address. Any change of address should be communicated immediately.)

03. 3.1 Date of Birth :_____.
3.2 Age as at 28.09.2012 :
Years :_____, Months :_____, Days :_____.

04. Gender :

Female	Male
--------	------

05. Whether married or single :

Married	Single
---------	--------

06. Highest Examination passed in Language Proficiency :

(i) Sinhala	(ii) Tamil	(iii) English
(1)		
(2)		
(3)		

07. Academic/Professional and Technical qualifications :_____.
(Please give details of all degrees, distinctions, professional and/or technical qualification etc. obtained with date and class secured if any, subjects offered and names of institutions)

08. Present occupation and previous appointments, please indicate the date of appointment, date of departure, the last annual salary received and the reason for termination of employment :

Post	From	To	Annual Salary (Rs.)	Reason for termination of employment
(1)				
(2)				
(3)				
(4)				
(5)				

09. Have you been charged in a Court of Law for any criminal offence ? If so, state full particulars with dates, quoting number of case :_____.

10. Any further particulars :_____.

11. Give the names and addresses of two persons, other than whose certificates of character are being furnished known to you from whom particulars about you could be obtained :

- (1) _____
(2) _____

I hereby certify that the information furnished by me in this application are true and accurate. I am also aware that if any information contained herein are found to be false or incorrect. I am liable for disqualification/dismissal without any compensation.

_____,
Signature of Candidate.

Date :_____.

Certificate of the Head of Department

Recommendation of the Head of the Department if the candidate is in the Public Service or the Provincial Public Service.

I hereby certify that the candidate named Mr./Mrs./Miss has been serving at the as a Public Servant/Provincial Public Servant, since and his work and conduct has been satisfactory.

_____,
Signature and the Official Seal of
the Head of the Department.

Date : _____.

09-1231

REGISTRAR GENERAL'S DEPARTMENT

**Open Competitive Examination for Class III Grade II of
the Registrar Service – 2012**

APPLICATIONS are hereby invited for recruitment to the Posts of Registrar Class III Grade II of the Registrars' Service in the Registrar General's Department.

02. *Examination.*— Recruitment will be made according to the highest marks of the result of written exam conduct by Commissioner General of Examination in January, 2013. Exam will be held in the towns mentioned below and the numbers denoting the town also given below Commissioner General of Exam has the power to cancel and change the exam center where the enough application is not required.

<i>Town</i>	<i>Town No.</i>
Colombo	01
Kandy	05
Galle	07
Jaffna	10
Ampara	16
Anuradhapura	19
Badulla	21
Ratnapura	24

Head of the Department regard the power to postponed or cancel the exam.

03. *Conditions of Service.*— Recruitment to the Class III Grade II of Registrar Service will be made subject to the general conditions governing appointments in the Public Service and on the following conditions :—

- (i) This post is permanent and pensionable. The selected candidates should make contribution to the Widow/

Widower and Orphans Pension Fund. They are also subject to the Establishments Code and Financial Regulations.

- (ii) Establishment Code, Financial Regulations, orders made under rules and regulations of this will apply on this regard. Sections 10 to 12 of Chapter 11 of the Establishments Code and regulations under Chapter 1 of Public Service Commission of Republic of Sri Lanka will also apply on this regard.

- (iii) An officer appointed to service should undergo a training as determined by the Secretary of the relevant Ministry.

- (iv) New entrant officer to the public service will be subject to a probation period of three (03) years.

- (v) Candidates who are already in public service will be appointed on acting basis for one year.

- (vi) The candidates should pass the written Efficiency Bar Examination before lapse of 3 years from appointment. No exemption from this Efficiency Bar will be granted on the basis of age.

- (vii) On confirmation in the post the officers selected from the Public Service will cease to be a member of the former service and will have no right of reversion to that service.

04. *Salary Scale.*— MN-5-2006(A) - Rs. 167,205 - 10x320 - 11x3,650 - 15 x 450 - Rs. 30,685. [Circular 6/2006(iv)].

05. *Age limit.*— Applicants should not be less than 21 years and not more than 35 years of age on the closing date of application.

06. *Qualifications.*— The following qualifications should have completed as at 28th of September, 2012 :

- (i) Applicants should be Sri Lankan and Applicants should have good character ;
- (ii) Graduates from the Universities recognized by University Grants Commission ;
- (iii) Attorney-at-Law who have passed the final examination of the Law College and have completed all required qualifications as a Attorney-at-Law.

07. *Method of recruitment.*— Selections will be made at an interview held for the highest scorers of the competitive examination conducted by the Commissioner General of Examination for the qualified candidates who were selected after calling for applications through a notice in the *Governemnt Gazette*. 40% of marks should be obtained in each subject in order to pass the Examination. Candidates who have the highest aggregate of marks will be summoned for an interview in the descending order of such marks,

the interview will be held only for the purpose of scrutiny of certificates.

08. *Examination Fee.*— The examination fee is Rs. 750. The receipt obtained on payment of this fee to the District/Divisional Secretariat under the revenue Head No. 2003-02-13 the Commissioner General of Examination before the closing date of applications should be pasted in the relevant place given in the application. The fee is not refundable. Retaining a photocopy of the receipt with the candidate will be useful in future.

09. *Method of application :*

- (a) The application should be in conformity with the specimen appended to this notice. Name of Examination indicated at the top of the specimen application should be written in English in addition to Sinhala in the Sinhala application and should be written in English in addition to Tamil in the Tamil application. It should be prepared on a paper sized 8 1/2" x 12" using both sides. Nos. 1-7 in the specimen application should be included in page 01 and the rest in page 02. The application which are not in conformity with the specimen and incomplete applications will be rejected without prior notice. It may be useful to retain a photocopy of the application by the candidate.
- (b) The application should be filled in the language in which the candidate is eligible to sit for the examination.
- (c) The applications for the post should be sent under the registered cover to the Commissioner General of Examinations Sri Lanka, Department of Examinations, Palawatta, Battaramulla, on or before the 30.10.2012 "Competitive Examination Class III Grade II posts in the Registrar Service" should be clearly written on the top left hand corner of the envelope containing the application. Applications received after the closing date will not be accepted.

Note.— Candidates in the Public Service/Provincial Public Service should send their applications through the respective Heads of the their Department/Organization.

- (d) Applications which have not been duly completed will be rejected. No complains regarding applications lost or delayed in the post will be entertained.
- (e) Receipt of an application will not be acknowledged. Commissioner General of Examinations will send the admission cards under registered cover to the candidates one week before the date of examination. A candidate who does not receive his admission card at least seven days before the date of examination should notify the

Commissioner General of Examination, with the following particulars :

- (i) Name of the Examination ;
- (ii) Full name of the candidate ;
- (iii) Address ;
- (iv) Date of posting the application, registration number and Post Office.

10. *Admission to the Examination Centre :*

- (i) The Commissioner General of Examinations will issue admission cards to all candidates whose applications have been received. A candidate presenting himself for the examination must produce his admission card to the Supervisor of the examination Center. A candidate who fails to produce his admission card will not be permitted to sit for the examination.
- (ii) A candidate must sit for the examination at the Examination Hall assigned to him. Every applicant should observe the general rules and regulations that should be observed by the candidates for examinations.
- (iii) 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.

11. *Identity of the candidate.*— A candidate will be required to prove his identity at the Examination Hall to the satisfaction of the Supervisor for each subject he offers. For this purpose any of the following documents will be accepted.

- (i) An Identity Card issued by the Department of Registration of Persons ;
- (ii) A valid passport issued not more than three years prior to the date of examination ;
- (iii) Valid postal Identity Card issued by the Post Master General.

12. *Furnishing False Information.*— If a candidate is found to be ineligible, his candidature is liable to be cancelled at any stage prior to or during or after the examination. If any of the particulars furnished by a candidate, who is in the Public Service, is found to be false with his knowledge or if he has willfully suppressed any important fact, he will be liable to dismissal from the Public Service.

13. Any matter not provided for in this notification will be dealt with as determined by the Public Service Commission.

14. *Method of Examination :*

- (i) *Medium :*
 - (a) Candidate may apply for the Examination in one of two mediums, ie. : Sinhala/Tamil ;

(b) Every candidate should answer the question papers in the language which is stated in the application ;

(c) No candidate will be allowed to change the medium of language indicated in his/her application.

(ii) *Subjects and syllabus :*

Should be passed the written exam in the following subjects :

Subject	Subject No.	Time	Maximum Marks	Passing Marks
Intelligence	01	01 hour	100	40
General Knowledge	02	01 hour	100	40
Language & Essay	03	01 hour	100	40

Syllabus :

Question paper	Syllabus
Intelligence Question Paper contents 50 small questions	Intelligence will be measured through an examination which consists of a question paper designed to test the candidate's rational and analytical skills and ability to arrive at rational conclusion in association with non-verbal clues.
General knowledge Question Paper contents 50 small questions, Answers should be given to all questions	General knowledge will also measured through an examination which consists of a question paper designed to test the candidate's knowledge about social and cultural styles of Sri Lanka, locally and internationally important current affairs and scientific and technical development.
Language and Essay Small questions and should be answers all questions	The Language and Essay question paper which is prepared to test skills and ability includes letter writing, preparing of schedules and hand writing etc.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
28th September, 2012.

SPECIMEN APPLICATION FORM

REGISTRAR GENERAL'S DEPARTMENT

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POSTS OF
REGISTRARS CLASS III GRADE II OF THE REGISTRAR SERVICE - 2012

For official use only

Medium :

(Write the relevant letter in the cage)
(Sinhala - 2) (Tamil - 3)

* Mentioned the Town and No. as given in the *Gazette*.

Town	Town No.
1	
2	

01. (i) Last name followed with initials (in English Block Capitals) : _____.

Ex. SILVA A. B.

(ii) Names denoted by initials : _____.
(in English block capitals)

02. Full Address : _____.

Permanent residence address : _____.
(in English Block capitals)

(i) Permanent residence district : _____.

(ii) Address to which the Admission Card should be sent (in English block capitals) : _____.

03. Sex :

Female - 1
Male - 0

(write the relevant number in the cage)

04. Marital Status :

Married - 1
Single - 2

(write the relevant number in the cage)

05. National Identity Card No. :

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06. (i) Date of birth :

Year : Month : Date :

(ii) Age as at

Years : Months : Days :

07. Under which paragraph of the notice of examination do you qualify to apply for the examination ? 6(II) or 6(III) :

7.1 If under para 6(II)

Degree : _____.

Qualified Date : _____.

7.2 If under para 6(III) :

Date of the at Supreme Court as Attorney-at-

Law : _____.

08.

Paste the cash receipt here

Particulars of receipt :

(i) Office where the payment : _____.

(ii) No. and date of receipt : _____.

(iii) Amount paid : _____.

09. Certificate of the candidate :

I certify that to the best of my knowledge and belief all the information given in this form is true and I have affixed cash receipt No. dated in payment of the examination fee. I also to be bound by the rules governing examinations and any decision that may be taken to cancel my candidature prior to or after the examination. If it is found that I am ineligible according to the regulars of the examination of do dismiss me from the post without compensation if the inaccuracy detected after the appointment.

_____,
Signature of the Candidate.

Date : _____.

09-845

MINISTRY OF AGRICULTURE

Competitive Examination for Recruitment to the Post of Technical Officer Grade III of the Sri Lanka Technological Service – 2012

APPLICATIONS are invited from the citizens of Sri Lanka with requisite qualifications for the Open Competitive Examination for recruitment to the above posts.

02. Based on the results of the written examination to be held by the Commissioner-General of Examination, suitable candidates who have fulfilled the required qualifications will be selected for appointment to the Post of Technical Officer Grade III of Sri Lanka Technological Service for the Ministry of Agriculture.

03. *Age limit.* – Not less than 18 years and not more than 30 years as at closing date of application. The upper age limit will not be applicable to those who are already in the Public Service or Provincial Government Service.

04. (a) Grade III :

Educational Qualifications :

(i) Pass in 06 subjects at the G. C. E. (O/L) with credit passes for Language or Literature, Mathematics, Science and another one subject in not more than two sittings ; and

(ii) Pass in 03 subjects at the G. C. E. (A/L) with Pure Mathematics/Applied Mathematics/Combined Mathematics and Physics in one sitting.

Professional Qualifications :

(a) Together with educational qualifications referred to at (a) above, the applicants should possess one of the following professional qualifications.

(i) National Diploma in Technology awarded by the University of Moratuwa or HARDY College in Ampara ; or

(ii) National Diploma in Engineering awarded by National Apprentice and Industrial Training Authority ; or

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

(iv) Diploma in Technology awarded by the Open University of Sri Lanka ; or

(v) Successful completion of Part I of the Engineering Examination to be held by the Engineering Institute of Sri Lanka ;

(vi) Any other qualification acceptable to the Sri Lanka Technological Services Board as equal to above technological qualifications in all aspects.

Educational Qualifications. – Having passed G. C. E. (A/L) Examination in one sitting with three science subjects of which two subjects being applicable to the relevant field and G. C. E. (O/L) examination in not more than two sittings in 06 subjects with credit passes for Language or Literature, Mathematics, Science and one other subject.

Professional Qualifications. – Certificate of National Technology (03 year part time course) applicable to the relevant field obtained from a Technical College recognized

by the Government together with basic educational qualifications referred to above.

* Following the submission of a certificate issued by the respective institution to the effect that one-year theoretical and practical training applicable to the syllabus has been successfully completed, the applicants who are qualified to trainee grade of the Technological Service at the Open Competitive Examination will be placed at the initial step of the Salary Scale of Grade III.

* If there are applicants who are unable to pass the examination to be held at the end of training, they have the opportunity to get the training period extended not more than 06 months. The services of Apprentices who failed at the examination to be held at the end of that extension will be terminated.

05. As per Public Administration Circular No. 06/2006 the salary scale for this post is MN 3-2006 A i. e. Rs. 15,005-180 x 4- 240x6 - 320 x 11 - 360 x 20 - Rs. 27,885.

The officer should pass the First Efficiency Bar Examination prior to having the 4th salary increment and should acquire proficiency in Second Official Language before the lapse of 05 years from the date of appointment as per Public Administration Circular No. 7/2007 dated 28.05.2007.

06. Conditions of Service :

- (i) This post is permanent and pensionable ;
- (ii) The selected applicants will be attached to the Ministry of Agriculture ;
- (iii) Selected applicants are liable to serve in any part of the island.
- (iv) Selected applicants are subject to 03 years probation period and those who are already in the state service are appointed on one-year acting basis.
- (v) The selected applicants will be required to function subject to the relevant provisions of the Establishment Code and Financial Regulations, Departmental Orders and other Orders that may be issued by the Government from time to time.

07. (I) *Scheme of Recruitment.*— This examination will be held in December, 2012 only in Colombo by the Commissioner General of Examination under the supervision of the Technological Services Board.

(II) *Method of holding the examination :*

- (i) The examination will be held in both Sinhala and Tamil medium. Applicants are not allowed to change the applied medium later.

(ii) The applicant should answer all question papers he/she is appearing only in one language.

(iii) Candidates are subject to rules and regulations laid down by the Commissioner General of Examination in holding this examination. In the event of those rules/regulations being violated by any candidate, he/she is liable to be punished by the Commissioner General of Examination.

(III) *Subjects of the Examination.*— The examination consists of two question papers :

1. Intelligent Question Paper ;
2. Paper in Technology.

08. *Syllabus :*

(i) IQ test

Duration : 01 hour

Total marks : 100

Question are prepared to ascertain the candidate's logical and analytical thinking and decision making.

(ii) Question Paper in Technology

Duration : 03 hours

Total marks : 100

This paper is consisting of questions to test the candidate's knowledge on fundamentals of building constructions, drawing of construction plans, comprehension, water supply, drained and waste disposal.

The priority list will be prepared based on aggregates of marks obtained by candidates who have secured 40% of marks or above in respect of each question paper.

* The applicant should bring geometric and other necessary tools to the examination hall required for replying the question paper.

09. *Punishments for furnishing false information.*— The applicant is responsible for filling the application furnishing the accurate information in terms of rules and regulations of the examination. It is revealed that an applicant has furnished false information in the Application, his/her candidature is liable to be cancelled at any time before, during and after the examination. If it is revealed that false information have been furnished or correct information have been purposefully concealed by an applicant, he/she is liable to be dismissed from service. Issuing on Admission for examination is not an acknowledgement that the applicant has fulfilled the qualifications to sit the examination.

10. *Examination fees.*— The examination fee is Rs. 500. This sum may be paid to any Divisional Secretariat or District Secretariat in the name of Applicant under Head 2003-02-13 of Commissioner General of Examination and the receipt thereof should be pasted in the relevant cage of the application. (Applicants are advised to keep a photocopy of the same). The examination fees will not be refunded under any circumstances. Money Orders or Stamps will not be accepted.

11. Method of applying :

(a) Applications should be prepared by Applicants themselves in A4 (21x29cm) (normal half sheet) size papers in conformity with the specimen form by :-

(i) Inclusion of Paragraphs 01-03 in the first page ; and

(ii) Paragraphs 04 onward in the other pages ;

(iii) Applications not prepared according to the Specimen Application form as well as incompleated applications will be rejected without any notification. It will be useful keeping a photocopy of the application with the applicant. Also the applicant should exercise due care to ensure whether the application has been filled in accordance with specimen form in the *Gazette* Notification. When preparing Sinhala and Tamil applications, the name of the examination should be wirtten in English as well.

(b) The completed applications for the Examination should be sent to the following address by registered post on or before 22nd October, 2012.

Commissioner General of Examination,
Organization and Foreign Examination Branch,
The Department of Examination,
Palawatta, Battaramulla.

The top-left hand corner of the envelope should be clearly written as "Recruitment to the post of Technical Officer-Grade III of the Sri Lanka Technological Service 2012" Application received after this date will not be accpeted.

(c) Soon after posting Admissions to the applicants, the Department of Examination will publish a press notice to the effect. If the Admission is not received after 2 or 3 days from that notification, that should be brought to the notice of the Department of Examination as has been instructed. In such instances, it will be more effective if a copy of the application and the receipt of the payment, receipt of registration and the letter of request with a fax number used for sending Admission, if the area is located outside Colombo are sent to the Department of Examination.

12. One of the following document should be submitted to the Chief of the Examination Hall to prove identify of Applicants :

1. Valid National Identity Card issued by the Department of Registration of Persons ;

2. Valid Passport.

13. The Secretary, Ministry of Public Administration and Home Affairs will take decisions on any matter not referred in this notification. All applicants are bound to act in conformity with

common rules and instructions for candidates referred to in the *Gazette*.

W. SAKALASOORIYA,
Secretary,
Ministry of Agriculture.

Ministry of Agriculture.

SPECIMEN APPLICATION

MINISTRY OF AGRICULTURE

COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POST OF
TECHNICAL OFFICER-GRADE III OF THE SRI LANKA
TECHNOLOGICAL SERVICE - 2012

(for office use only)

Medium of Language appearing for the Examination :

Sinhala - 2
Tamil - 3

(Write relevant number in the cage)

1.0 1.1 Name with initials (In Block Letters) : _____.

Eg. PERERA, A. B. C.

1.2 Name in full : _____.
(In Block Letters)

1.3 Name in full : _____.
(In Sinhala/Tamil)

1.4 National Identity Card No. :

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2.0 2.1 Permanent Address : _____.
(In Block Letters)

2.2 Permanent Address : _____.
(In Sinhala/Tamil)

2.3 Address to which the Admission should be sent) : _____.
(In Block Letters)

2.4 Postal Town : _____.

3.0 3.1 Sex :

Male - 0
Female - 1

(write relevant number in the cage)

3.2 Date of birth :

Year :

--	--	--	--

 Month :

--	--

 Date :

--	--

3.3 Age as at 24.09.2012 :

Years :

--	--

 Months :

--	--

 Days :

--	--

3.4 Telephone No. :

--	--	--	--	--	--	--	--	--	--

4.0 Educational Qualifications :-

4.1 G. C. E. (O/L) Examination :

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

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

4.2 G. C. E. (A/L) Examination :

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

Subject	Grade
1.	
2.	
3.	
4.	

5.0 Technological Qualifications :-

Institute	Courses followed	Period	Pass	Number and Date of the Certificate

6.0 Other Qualifications : _____.

7.0 If the applicant is already in the Public Service :-

- 7.1 Address of the Department/Institution : _____.
- 7.2 Present Post : _____.
- 7.3 Period of service : _____.
- 7.4 Whether permanent and pensionable or temporary : _____.

8.0 Have you been convicted by courts on any day for any charge ?
 (Tick the relevant cage) (If the answer is "Yes" furnish details)

Yes	
-----	--

No	
----	--

9.0 Details regarding the receipt of payment of Examination fees :

- (i) Office at which the payment was made : _____.
- (ii) Receipt Number and Date : _____.
- (iii) The amount paid : _____.

Paste the receipt here

10.0 Certification or Applicant :-

- (a) Information furnished herein by me is true and correct to the best of my knowledge. I agree to bear any loss occurring due to an omission and/or incorrectness in filling this application and I declare that this application is duly filled.
- (b) I am also aware that I will be disqualified before appointment if this declaration is proved to be false and is liable to be dismissed from service if the detection is made after appointment.
- (c) Also I am bounded by rules and regulations made by the Commissioner General of Examination regarding the holding of examination and releasing results.
- (d) I assure not to change any information contained herein.

_____,
Signature of Applicant.

Date : _____.

11.0 Attesting the signature of Applicant :

I certify that Mr./Miss/Mrs. submitting this application is known to me personally and he/she has put his/her signature before me on he/she has paid the examination fee the receipt of which has been pasted.

_____,
Signature of Officer
Attesting the signature.

Date : _____.

Full name of Attesting Officer : _____.

Post : _____.

Address : _____.

(Official frank)

**DEPARTMENT OF IMMIGRATION AND
EMIGRATION**

**Limited/Open Competitive Examination for Recruitment to
the Posts of Authorized Officers – 2012/2013**

APPLICATIONS are invited from the Sri Lankan citizens with the following qualifications for the posts of Authorized Officers in the Department of Immigration and Emigration. Recruitment will be done on the results of the competitive examination and out of the vacancies to be filled 60% will be recruited on the results of an Open Competitive Examination whereas the remaining 40% will be recruited on the results of a Limited Competitive Examination, conducted for the State/Provincial Public Service Employees. 10% of the total number of vacancies will be reserved for female candidates.

02. *Receipt of Applications.*— Applications should be prepared by the candidate, following the model application given at the end of this *Gazette* Notification using both sides of A4 size paper (21x29cm) including Sections 1.0 to 5.0 in page one, 6.0 to 12.0 in page two and the other sections in page three and the applications to be filled by the candidate's own hand writing. Applications non conformity with the model application would be refused without any notification. (Keeping a photocopy of the application could be useful.) In preparing application it is compulsory to mention the name of the examination as appears on the top of the examination notification in English in addition to Sinhala Language in Sinhala medium applications and in addition to Tamil Language in Tamil medium applications. The applications filled in the respective language, should be sent in order to be reached to "Commissioner General of Examinations, Organization and Foreign Examination Division, Examination Department of Sri Lanka, Pelawatte, Baththaramulla" under registered post on or before 31st October, 2012.

- (a) On the top left-hand corner of the envelope either the word "Application for the Post of Authorized Officer Open Competitive Examination - 2012/2013" for the Open Examination or for the Post of the Authorized Officer - Limited Competitive Examination - 2012/2013" for the Limited Examination should be indicated. If he/she applies under both streams "only one application" should be submitted, the words "Application for the post of Authorized Officer - Limited and Open Competitive Examination – 2012/2013" should be mentioned.
- (b) Candidates who are already in Public Service/Provincial Public Service should forward their applications through their respective Departments/Institutions.
- (c) Applications will not be acknowledged. Complaints of a loss of applications and other documents or delaying in the mail will not be entertained.
- (d) Application that do not conform to the requirements of this notification and received after the due date will be rejected.

03. *Identity.*— Candidates will be required to prove their identity to the satisfaction of the supervisor at the examination centre for every subject they sit and any of the following documents will be accepted as proof of Identity :—

- (a) The National Identity Card issued by the Department of Registration of Persons ;
- (b) A valid Sri Lankan Passport.

04. *False Information.*— If found that a candidate does not possess the required qualifications, his candidature will be cancelled before the examination, during the examination or after the examination. If it is revealed that a candidate has knowingly forwarded false information or has concealed important information deliberately, he would be dismissed from the state service.

05. *Salary Scale.*— The salary scale as stated in the Public Administration Circular 6/2006(iv) - MN5-2006A Rs. 16,720 - 10x320 - 11x365 - 15 x450 - Rs. 30,685 is entitled for this post and the salary will be paid according to the provisions of that circular. Selected candidates should pass the Efficiency Bar Examination before reaching the fourth salary step.

06. *Examination Fee.*— To apply under either stream, examination fee will be Rs. 800 and if apply under both streams the fee will be Rs. 1,000. This examination fee can be made through any of the District Secretariat or a Divisional Secretariat in order to be credited to the Revenue Head No. 2003-02-13. The receipt should be affixed in the relevant cage of the application and the number of the receipt, date of the payment and the name of the issuing office should be stated in the application. This payment will not be refunded for any reason (Keeping a photocopy of the receipt will be useful).

07. *Age Limit.*— Applicants whose age is not less than 21 years and not more than 35 years as at the closing date of the applications are eligible to apply for the open recruitments. The above upper age limit does not apply for the limited examination.

Note.— An applicant's physical suitability should be as follows. A male applicant's height should be a minimum of 5 feet 04 inches (162.5cm) and the chest should be a minimum of 32 inches (81.25cm). The height of a female applicant should be a minimum 05 feet 02 inches (156cm).

08. Conditions of Service :

- (i) This post is permanent and pensionable. An officer appointed as a new recruit should contribute to Widowers' and Orphans' Pension Fund with a percentage of the salary, as determined by the government at different time. The appointment will be subjected to a probation period of three years. Procedural Regulation issued by the Public Service Commission by the *Extraordinary Gazette Notification* No. 1589/30 and dated 20.02.2009 will apply.

(ii) If a permanent officer already in the Public Service/ Provincial Service and has been confirmed in his/her appointment, is selected, his/her position will be subjected to a testing period of one year.

(iii) Selected candidates should acquire second language proficiency as per the Public Administration Circulars No. 7/2007 and 7/2007(i) within a period of five (05) years from the date of appointment. Salary increments of those who are unable to acquire second language proficiency in time will be differed.

(iv) Selected candidates must work at night in the airports and sea ports islandwide.

09. *Educational and other Qualifications :-*

(a) *Open Competitive Examination :*

A degree from a recognized University and a minimum of credit pass for English Language at the G. C. E. (O/L) Examination or minimum of a "B" pass for English Language at the N. C. G. E. Examination.

(b) *Limited Examination :*

Public Servants who have completed at least 10 years of active service in a position/positions for which the salary scale is MN-1 or above as per the Public Administration Circular No. 6/2006(iv), are eligible to apply for this post.

(i) Applicants should have passed the G. C. E. (O/L) in six (06) subjects in not more than two sittings with four credit passes including credit passes for Mathematics, English and Sinhala/Tamil language ; and

(ii) Should have passed at least one subject in G. C. E. (Advanced Level) Examination excluding Common General Test.

10. Every candidate should prepare to produce originals of the following documents when call upon to do so :

(a) Birth Certificate ;

(b) The highest educational certificate ;

(c) Two character certificates obtained recently.

11. Candidates should secure minimum of 40% marks for the consideration for interview (in each subject). No marks will be given at the interview and those who have fulfilled required qualifications and scored highest marks at the examination will be selected at the end of an interview conducted by a board, approved by the Public Service Commission.

(i) Examinations will be conducted at Colombo, in Sinhala, Tamil and English mediums and the date for the examination will be noticed by the Commissioner General

of Examinations. The medium mentioned in the applications cannot be changed later.

(ii) The admission cards would be posted to the address mentioned in the application. All candidates are bound to obey the rules and regulations imposed by the Commissioner General of Examination and the candidates who violate any of these rules and liable to any punishment at the discretion of the Commissioner General of Examinations.

(iii) In the event of an inconsistency between the Sinhala, Tamil and English texts of this *Gazette* notification, the Sinhala Text shall prevail.

(iv) Issuing an admission card should not be considered as the candidate is qualified to sit the examination.

12. *Method of Selection.*— Written Examination :

(a) *Open Competitive Examination :-*

(i) Intelligence Test and General Knowledge - One hour - 100 marks.

* Logical reasoning skills and decision making skills of the candidates will be tested. Candidates' knowledge on social, economic and political issues of Sri Lanka in the recent past and knowledge on global politics, science, technology and new scientific inventions will also be tested. The paper will be designed accordingly with short answers and/or multiple choice questions. Candidates should answer all the questions.

(ii) English Language - Two hours - 100 marks.

* Questions are designed to test the comprehension, written and communication skills of the candidates. Should answer all the questions.

(iii) Computer Skills - One hour - 100 marks.

* Will test the candidates' knowledge on basic computer programmes like MS Word and MS Excel - should answer all the questions.

(b) *Limited Competitive Examination :-*

(i) Comprehension and General Knowledge - Two hours - 100 marks.

* Comprehension, presis-writing skills and analytical skills of the candidates will be tested. Candidates'

knowledge on social, economic and political issues of Sri Lanka in the recent past and knowledge on global politics, science, technology and new scientific inventions will also be tested. The paper will be designed accordingly. Candidates should answer all the questions.

DEPARTMENT OF IMMIGRATION AND EMIGRATION

LIMITED/OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE
POSTS OF AUTHORIZED OFFICERS - 2012/2013

(Office use only)

(ii) English Language - Two hours - 100 marks

Examination Medium :

* Questions are designed to test the comprehension, written and communication skills of the candidates.
- should answer all the questions.

Sinhala - 2
Tamil - 3
English - 4

(iii) Computer Skills - One hour - 100 marks

Examination applied for

* Will test the candidates' knowledge of basic computer programmes likes MS Word and MS Excel
- should answer all the questions.

Limited - 1/Open - 2

Open and Limited both - 3

(Write the relevant number in the cage above).

13. A newspaper notification will be published by the Sri Lanka Department of Examinations, immediately after the issuance of admission cards to the candidates. Those candidates who are not in receipt of their admission cards 2 or 3 days within the notification should inform to the Department of Examinations. It would be more effective to make this request along with a copy of the application, a certified copy of the receipt of the admission fee, register post receipt, a fax number to send the admission if the area is outside of Colombo.

14. The Controller General of Immigration and Emigration will have the sole authority to decide on the number of vacancies to be filled and the date of recruitment. The Controller General of Immigration and Emigration will also have the sole authority not to give appointments to one or more candidates who have got through both the qualifying examination and the interview.

15. It should be noted that the general conditions stipulated for state services appointments and the instructions and the regulations applicable to candidates sitting for examinations in Part I(IIA) of this *Gazette* Notification will apply to this examination.

In accordance with the powers delegated by the *Gazette* notification No. 1733/52 dated 25.11.2011, of the Public Service Commission.

W. A. C. PERERA,
Controller General of Immigration and
Emigration.

Department of Immigration and Emigration,
No. 41, Ananda Rajakaruna Mawatha,
Colombo 10,
21st September, 2012.

1.0 Name :

1.1 Name with initials (initials at the end) : _____.
(In block letters) Eg. : PERERA, A. B. C.

1.2 Full Name : _____.
(In block letters)

1.3 Full Name : _____.
(In Sinhala/Tamil language)

1.4 National Identity Card No. :

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2.1 Permanent Address : _____.
(In block letters the admission will be posted to this address)

2.2 Permanent Address : _____.
(In Sinhala/Tamil Language)

2.3 Official Address : _____.
(In block letters)

2.4 Telephone No. : _____.
(Personnel/Official)

3.0 Sex :

Male - 0

Female - 1

(Write the relevant number in the cage above)

4.0 Race :

1 - Sinhala 2 - Sri Lankan Tamil

3 - Indian Tamil 4 - Muslim

5 - Burger

(Write the relevant number in the cage above)

5.0 Civil status :

Married - 2

Unmarried - 1

(Write the relevant number in the cage above)

6.0 Date of birth :

Year : Month : Date :

Age as at 31.10.2012 :

Years : Months : Days :

7.0 The language stream which you did the examination to obtain your qualification to apply this post : _____.

8.0 Educational Qualifications :

(i) Degree : _____.

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

Name of Examination	Year	Subjects with Grades	
		1.	5.
		2.	6.
		3.	7.
		4.	8.

9.0 Physical requirements :

(i) Height : _____.

(ii) Circumference of chest : _____.

10.0 Details of the present post :

(i) Designation : _____.

(ii) Department/Ministry : _____.

(iii) Date of the first appointment : _____.

(iv) The date you were made permanent : _____.

(v) Salary scale : _____.

(vi) Present annual salary : _____.

11.0 Have you been found guilty by a Court of Law ? : _____.

If so, give details : _____.

12.0 Have you been dismissed from the Public Service ? : _____.

13.0 Payment of examination fee :

Affix the receipt of the payment here firmly.
Keep a copy of the receipt with you.

Please Note.— The receipt issued for the payment of examination fees, in accordance with the *Gazette* notification, should be affixed in the above cage firmly.

(a) Receipt No. : _____.

(b) The office payment was made : _____.

(c) Date : _____.

(d) Amount : Rs. _____.

14.0 I hereby certify that all the information given in this application are true and correct to the best of my knowledge and belief. I have affixed the cash receipt No. dated being the payment of the examination fee. I accept any decision taken on cancelling my candidature if I am found to be ineligible for this position before, during or after the examination. Further I declare that I am bound by the rules and regulations imposed by the Commissioner General of Examinations in relation to conduct of this examination.

_____,
Signature of applicant.

Date : _____.

15.0 (i) Attestation of the signature of the applicant :

I certify that Mr./Mrs./Miss who forwards this application is personally known to me and he/she has paid the relevant examination fee and the receipt is affixed in the application. He/she signed this document on 2012 before me.

_____,
Signature of the Attester.

Date : _____.

Name of the Attester : _____.

Designation : _____.

Address : _____.

(ii) Certificate by the Head of Department (Only for the candidates sitting the limited competitive examination.)

I certificate that Mr./Mrs./Miss is employed as in the and the information given by him/her in this application are true and correct. In the event he/she is selected to this post he/she can/cannot be released.

_____,
Signature of Head of Department.

Official Stamp : _____.

Date : _____.

09-1264