

N.B.— Parts I-III, III and IV(A) of the *Gazette* No. 1,760 of 25.05.2012 were not published.

ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ගැසට් පත්‍රය

The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,761 - 2012 ජුනි 01 වැනි සිකුරාදා - 2012.06.01
No. 1,761 - FRIDAY, JUNE 01, 2012

(Published by Authority)

PART I : SECTION (IIA) — ADVERTISING

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

	PAGE		PAGE
Posts - Vacant	978	Examinations, Results of Examinations &c.	978

Note.— Economic Service Charge (Amendment) Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of March 09, 2012.

Value Added Tax (Amendment) Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of March 09, 2012.

Nation Building Tax (Amendment) Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of March 09, 2012.

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 08th June, 2012 should reach Government Press on or before 12.00 noon on 25th May, 2012.

LAKSHMAN GOONEWARDENA,
Government Printer.

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

1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility

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

7. New National Policy on Recruitment and Promotions :

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

Rules and Instructions for Candidates

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

COMMISSIONER GENERAL OF EXAMINATIONS,
Department of Examinations,
Pelawatta, Battaramulla.

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars Marriages, Births and Deaths

BADULLA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 02nd July, 2012.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
08th May, 2012.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Badulla	Hali-ela	Post of Registrar of Marriages (General/ Kandiyan) in Yatikinda Division and Births and Deaths of Rilpola	District Secretary/Additional Registrar General, District Secretariat, Badulla.

06-34

Examinations, Results of Examinations &c.

DEPARTMENT OF CO-OPERATIVE DEVELOPMENT

Open Competitive Examination for Recruitment of Co-operative Development Officer-Grade III – 2012

APPLICATIONS are invited from the citizens of Sri Lanka who possess the following qualifications for the Open Competitive Examination for recruitment of Co-operative Development Officer – Grade III in the Department of Co-operative Development. There are 23 vacancies existed in the Department of Co-operative Development.

2. Qualified applicants will be selected to the above post on the results of the written examination conducted by the Commissioner General of Examinations and on merit basis.

3. Number of appointees and the effective date of the appointment will be decided by the Co-operative Development Commissioner/Registrar, Co-operative Development Commissioner/Registrar Co-operative Societies shall have the power to fill any number of vacancies or all vacancies.

4. *Salary Scale.*- As per the Public Administration Circular No. 06/2006(iv) and dated 24.08.2007, the monthly salary applicable to the Post of Co-operative Development Officer-Grade III, II and I will be as follows :-

Rs. 15,005 – 4 x 180 – 6 x 240 – 11 x 320 – 20x 360 – Rs. 27,885.

Promotion to the Post of Co-operative Development Officer – Grade II should be obtained before proceeding the salary point of Rs. 17,485 and Grade I should be obtained before proceeding the salary point of Rs. 21,045.

5. This post is permanent and pensionable.

6. *Qualifications.*- The relevant qualifications for the Post of Co-operative Development Officer – Grade III are as follows :-

- (a) Should be a citizen of Sri Lanka,
- (b) Should be more than 18 years of age and less than 30 years as at closing date of applications,
- (c) Should be of excellent moral character,
- (d) *Educational qualifications :-*

- (i) Should have passed G. C. E. (O/L) Examination in one sitting, in six subjects with credit passes for Sinhala/Tamil/English Languages, Maths and other two subjects ;
- (ii) Should have passed G. C. E. (A/L) Examination in one sitting in all subjects (except the General Common test) including at least one from the following subjects : Economics, Accountancy, Business Statistics, Business Studies, Agriculture, Combined Maths (under the old syllabus three subjects in one sitting).

(e) *Professional Qualifications :-*

- (i) Should have a Diploma in Accountancy or Auditing or Management conducted by the Institute of National Co-operative Development ; or
- (ii) AAT final examination or any other equivalent examination thereto ; or
- (iii) Diploma in Accountancy or Management from a recognized university.

Candidates should have possessed all relevant qualifications referred to in this notice on or before the closing date of the application.

7. *Examination Procedure :-*

- 7.1 The examination will be consist of two question papers. This test will be conducted in Sinhala, Tamil and English medium. An applicant will not be permitted to change later the language of the examination.

	Marks	Time
7.2 1. Intelligence Test	100	01 hour
2. General Knowledge	100	01 hour

Note.- Examination will be held in the districts throughout the Island mentioned in Schedule I hereto. Changes will not be allowed later with regard to the requested district. In the event of a certain examination centre is not established in a certain district due to insufficient candidates, they are referred to a centre as per their second choice and if the second choice too cannot be granted they are referred to a centre closest to that district.

(i) *Intelligence Test.*- The paper will consist of 50 questions designed to test the candidate's ability in logical thinking and analytical reasoning and ability in determining. This paper will consist of multiple choice questions and those for which sort replies are required.

(ii) *General Knowledge.*- This paper will consist of 50 questions designed to test the knowledge of the candidate on matters relating to National and International Social Economic and Political Environment and National and International Co-operative vision and the Co-operative movement. This paper will consist of multiple choice questions and those for which short replies are required.

(This question paper is designed to test the qualifications and ability of the applicant which needed to perform their duties).

Although this is a competitive examination, candidates are required to obtain minimum 40% marks in order to qualified in one subject. Candidates are selected on merit basis as per the total marks obtained at the examination subject to the available vacancies.

8. *Penalty for Furnishing False Information.*- The application should be filled very carefully and accurately, where any candidate is found to be disqualified in terms of the rules and regulations of this examination his/her candidature will be cancelled at any time before the examination or while the examination is being conducted or after the examination. If any information furnished by any candidate is found to be false at any stage, he/she is liable to be dismissed from Public Service.

9. *Examination Fee.*- The fee for the examination will be Rs. 500 which may be paid at any Divisional Secretariat or District Secretariat to be credited to Revenue Head 2003-02-13 of the Commissioner General of Examinations. The receipt issued therefore should be pasted firmly to the relevant cage of the application form. A photocopy should be retained for future reference. The receipt issued for examination fee should be in the name of the applicant.

10. *Application Form.* - Application should be prepared on a A4 size sheet, and

- (a) the cage 01 to 03 should be on the first page, and
- (b) the cages 04 onwards should be on the other pages,
- (c) when preparing the application the name of the examination mentioned at the top of the application should be indicated in English in addition to Sinhala or Tamil Languages.

The relevant information should be filled in his/her own handwriting. Applications not confirming to the specimen application form and not paid the prescribed examination fee on or before the stipulated date and incomplete applications will be rejected without any notice. Any liability resulting from not completing the application should be borne by the candidate themselves. Please keep a photocopy of the application for future reference.

Further, the candidate should check whether the completed application form conforms to the specimen application mentioned in the notification of the examination. If not, the application will be rejected.

Note. - In the event of a certain examination centre is not established in a certain district due to insufficient candidates, they are referred to a centre as per their second choice, and if the second choice too cannot be granted they are referred to a centre closest to that district.

10.1 The Commissioner General of Examinations will allow all candidates who have paid the prescribed examination fee and have submitted their applications on or before the stipulated date to sit for the competitive examination on the presumption that only the persons who are qualified in terms of the *Gazette* notification have applied. The issue of an admission card to sit for the competitive examination shall not be treated as acceptance that a candidate has fulfilled the necessary qualifications for this post. When the candidates called for an interview are found to be ineligible at the time of checking their qualifications as per the *Gazette* notification, their candidature will be cancelled.

10.2 The words "The Open Competitive Examination for the Recruitment to the Post of Co-operative Development Officer Grade III - 2012" should be written on the top left hand corner of the envelope containing the application form.

10.3 Candidates identity should be attested by a Principal of a Government School, Justice of the Peace, Commissioner for Oaths, Notary Public, a Commissioned Officer in the armed forces, an Officer holding a gazetted post in the Police Service or an Officer holding a permanent post in the Government service with an annual salary of Rs. 240,360 or above.

10.4 The completed applications should be sent under registered cover to the address given below on or before 04th of July, 2012 :-

Commissioner General of Examinations,
Organization and Foreign Examinations Branch,
Department of Examinations,
Pelawatta,
Battaramulla.

11. *Sitting for the Examination.* - As soon as admission cards are issued to the applicants, a newspaper notice will be published by the Department of Examinations. Candidates who do not receive admission cards even after 2 or 3 days from the date of publication of the notice should inform the Department of Examinations as mentioned in the notice. It would be effective to make inquiries in that regard from the Department of Examinations with the following particulars : a certified photocopy of the application and the receipt, registered post article receipt, your letter of request, stating the fax number which the admission card should be sent if the candidate is resident out of Colombo.

12. (1) Candidates are required to produce to the supervisor any one of the following documents in order to prove their identity :-

- (i) Valid National Identity Card issued by the Department of Registration of Persons,
- (ii) A Valid Passport.

(2) Candidates are required to produce to the supervisor, the admission attested, on the day of the examination.

13. The issue of an admission card to sit for the examination shall not be treated as acceptance that a candidate has fulfilled the necessary qualifications for this post. All candidates are bound to abide by the rules imposed by the Commissioner General of Examinations. A candidate who violates any of these rules is liable to a punishment at the discretion of the Commissioner General of Examinations.

14. Any matter not provided for here will be determined by the Co-operative Development Commissioner and Registrar, Co-operative Societies.

15. All candidates are bound to act in conformity with the general rules and regulations set out in the *Gazette*.

W. H. KARUNARATHNA,
Co-operative Development Commissioner and
Registrar, Co-operative Societies.

Department of Co-operative Development,
No. 330, Union Place,
Colombo 02,
15th of May, 2012.

SPECIMEN APPLICATION

සමුපකාර සංවර්ධන දෙපාර්තමේන්තුවේ සමුපකාර
සංවර්ධන නිලධාරී III ශ්‍රේණියට බඳවාගැනීම සඳහා වන
විවෘත තරග විභාගය

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT OF CO-OPERATIVE
DEVELOPMENT OFFICER - GRADE III - 2012

--

(for office use only)

Medium of Examination :

Sinhala - 2
Tamil - 3
English - 4

--

(write the relevant digit in the cage)

District		District Number
1.		
2.		

* Indicate the District in which the applicant wishes to sit for the examination as per the *Gazette* Notification. (See Schedule I for Districts in which examination centres will be established and their numbers.)

1.0 1.1 Name with initials : _____.

(in English block capitals)

Ex.- PERERA A. B. C.

1.2 Name in full : _____.

(in English block capitals)

1.3 Name in full : _____.

(in Sinhala/Tamil)

1.4 National Identity Card Number :

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

2.0 2.1 Permanent address : _____.

(in English block letters)

2.2 Permanent address : _____.

(in Sinhala/Tamil)

2.3 Address to which the admission card should be sent (in English block letters) : _____.

3.0 3.1 Sex :

Male - 1
Female - 0

--

(Indicate the relevant digit in the cage)

4.0 Date of birth :

Year :

--	--	--	--

 Month :

--	--

 Date :

--	--

Age as at the 04.07.2012 :

Years :

--	--

 Months :

--	--

 Days :

--	--

5.0 Educational Qualifications :

5.1 Particulars of the G. C. E. (O/L) Examination : _____.

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

(ii) Index Number : _____.

(iii) Results of the Examination : _____.

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

5.2 Particulars of the G. C. E. (A/L) Examination :

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

(ii) Index Number : _____.

(iii) Results of the Examination : _____.

Subject	Grade	Subject	Grade
1.		3.	
2.		4.	

5.3 Degree from a recognized university :

(i) University : _____.

(ii) Degree : _____.

(iii) Year of Examination : _____.

6.0 Professional Qualifications :

(i) _____

(ii) _____

(iii) _____

7.0 Have you ever been convicted by a Court of Law for any offence ?

--

 Yes

--

 No

(If yes give particulars)

8.0 Particulars of the receipt for payment of examination fees :

(i) Office at which examination fee was paid : _____.

(ii) Number and date of receipt : _____.

(iii) Amount paid :- Rs. _____.

Receipt to be firmly pasted here
(Please keep a photocopy for future reference)

9.0 Certificate of the Applicant :

(a) I hereby certify that the particulars furnished by me in this application are true and correct to the best of my knowledge. I hereby agree to bear any loss resulting from failure to fill any sections and/or, not correctly filling any section and/or incorrectly filling any section of this application. Further, I declare that all sections of this application have been correctly filled.

(b) I am also aware that I am liable to be disqualified before selection and to be dismissed after the appointment if this declaration is proved to be incorrect.

(c) I agree to bound to abide by the rules and regulations imposed by the Commissioner General of Examinations.

(d) I will not subsequently alter any particulars contained herein.

_____,
Signature of Applicant.

Date : _____.

10.0 (a) Attestation of the applicant's signature :

I do hereby certify that the applicant Mr./Mrs./Miss who is submitting this application is personally known to me and he/she has paid prescribed examination fee and the said receipt is affixed hereto, he/she placed his/her signature in my presence on

_____,
Signature of the Attester.

Date : _____.

Full name of Attester : _____.

Designation : _____.

Address : _____.

(Official seal should be affixed)

SCHEDULE - I

Towns in which examination centres will be established :-

<i>District Number</i>	<i>District</i>
01	Colombo
02	Gampaha
03	Kalutara
04	Matale
05	Kandy
06	Nuwara-Eliya
07	Galle
08	Matara
09	Hambantota
10	Jaffna
11	Mannar
12	Mullativu
13	Vavuniya
14	Trincomalee
15	Batticaloa
16	Ampara
17	Puttalam
18	Kurunegala
19	Anuradhapura
20	Polonnaruwa
21	Badulla
22	Monaragala
23	Kegalle
24	Ratnapura
25	Kilinochchi

PUBLIC SERVICE COMMISSION

Examination for Promotion of the Officers in Class I of Sri Lanka Technological Service to Special Class – Year 2011(2012)

IT is hereby notified that, in accordance with the Approved Service Minute of Sri Lanka Technological Service, the examination for promotion of officers in Class I of Sri Lanka Technological Service to special class will be held by the Commissioner General of Examinations, in Colombo, on in the month of September 2012. Officers who have possessed a satisfactory service of four years in Class I of Sri Lanka Technological Service as at the closing date of applications shall become eligible for applying for this examination.

02. Following salary scale shall be applicable to the officers in Special Class :

(MN-7-2006-A Step 4)

Rs. 21,125- 8x365 -18x500 - Rs. 33,045.

03. (i) Promotion from Class I to Special Class of Sri Lanka Technological Service shall be in the following manner :

- 40% of the vacancies in the Special Class shall be filled by the officers who pass the examination and possess 04 years' service in Class I and a satisfactory service as at the date of promotion.
- 60% of the vacancies in the Special Class shall be filled by the officers who possess satisfactory service of 06 years in Class I and a satisfactory service of 05 years immediately preceding the date of promotion on their seniority and merit.
- In case where the number of approved posts in Special Class is less than 05 the percentages mentioned in sub-para "a" and "b" above shall not be made applicable. Relevant vacancies shall be filled on the seniority and merit of the officers.
- In case where number of the approved posts in Special Class is five or above and the number of posts fallen vacant in the year is four or less, the filling of vacancies shall be made on the seniority and merit of the officers who become eligible for promotion.
- The results of the competitive examination which is held annually for filling of vacancies in Special Class shall be made applicable strictly for the filling of vacancies existing in the same year.
- When filling of vacancies under sub-para "a" and "b" above, action shall be taken to fill the number of vacancies existing under para "b" first and then to fill the number of vacancies existing under para "a".
- When the officers of Class I of the Sri Lanka Technological Service are promoted to Special Grade, the Head of Departments shall take actions to include the marking scheme prepared on the approval of the Public Service

Commission for determining the merit in relevant scheme of recruitments.

04. (i) This examination will be conducted by the Commissioner General of Examinations and candidates will be bound by the rules and regulations prescribed by him in respect of the examination.

(ii) The candidates will be subjected to the punishment imposed by the Commissioner General of Examinations, if such rules are violated by them. Rules prescribed for candidates are printed separately at the beginning of this *Gazette* notification.

05. The specimen application for admission to this examination is published at the end of this notification. Candidates are required to prepare their applications in accordance with the specimen form and officers in the Public Service should forward their applications through the respective Head of Department and officers in the Provincial Public Service should forward their applications through the Secretary of PSC in the Provincial Council where they serve, by registered post to reach the Commissioner General of Examinations, Organizations and Foreign Examination Branch, Department of Examinations, Pellawatta, Battaramulla on or before 02nd July, 2012. The top left corner of the envelope containing the application should bear clearly the title of the examination. Applications received after the closing date of applications will be rejected.

06. *Identity Cards*.— Candidates should prove their Identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose one of the following documents should be surrendered to the supervisor of the examination hall.

(a) The National Identity Card issued by the Department of Registration of Persons,

(b) A valid passport.

The candidature of any applicant who is unable to furnish any of the above documents is liable to cancellation on the discretion of Commissioner General of Examinations.

07. *Application* :

(i) Applications should be prepared in a paper A4 in size. No. 01 to 05 should appear on the first page. Applications could be typed but they should be completed correctly and legibly by the candidate in his/her own handwriting and in the language medium in which the candidate sit this examination.

When preparing the application, the title of the examination should be written in English in addition to Sinhala on Sinhala applications and Tamil on Tamil applications.

Applications that do not comply with the specimen and have not been duly perfected shall be rejected without

notice. Therefore, the candidates themselves should make sure that the perfected applications are in conformity with the specimen form. It is advisable to keep a photocopy of the application form with the candidate.

(ii) Candidates are not allowed to change the language medium selected by them in their applications. If applications are received in all three language mediums, i. e. Sinhala, Tamil and English, the examination will be held in those three language mediums. However, candidates should answer all the question papers in one and the same language selected by them.

(iii) Candidates who appear for this examination for the first time are not required to pay any examination fee. However, if a subsequent sitting, an examination fee of Rs. 500 should be paid at any District/Divisional Secretariat to be credited to Revenue Head 2003-02-13. The receipt obtained thus from the District/Divisional Secretariat should be affixed in the relevant cage of the application form.

It will not be allowed to transfer such fee for any other examination.

08. The Commissioner General of Examinations will issue admission cards along with a copy of the time table to all candidates whose applications have been received. A candidate sitting for the examination must get his signature on the admission card attested in advance and produce the supervisor of the examination center. It will not be allowed to sit the examination without such admission card.

As soon as the admission cards are issued to candidates, Department of Examinations will publish a paper notice announcing it. If the admission card is not received even after 2-3 days of such notice, it should be informed the Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Department of Examinations, Pellawatta, Battaramulla furnishing the following information without delay. (Telegrams - Examinations, Colombo) :

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

It would be useful to have the following documents in hand at the time of calling Department of Examinations, i. e. a certified photocopy of the original application form, receipt of registration and in case of applications outside Colombo, the letter of request with the fax number to which the admission card should be sent.

09. The documents furnished later by the candidates who have failed to satisfy the requirement indicated in Para (08) above will not be considered.

10. *Issue of the Results of the Examination.* - In accordance with the particulars indicated in Para 5 above, the results of the candidates belonging to Provincial Public Service will be issued to the Secretary of the respective Provincial Public Service Commission and the results of the candidates belonging to public service will be issued to the Secretary of the Ministry of Public Administration.

11. *Scheme of Examination :*

- (i) Examination for promotion of officers in Class I to Special Class will consist of 2 question papers :

Aptitude Test	-	1 1/2 hours
Management	-	2 1/2 hours

Candidates will be required to obtain a minimum of 40 percent of the marks assigned to each of the subjects to pass the examination.

Syllabus of the first question paper will be as follows :
All the questions should be answered.

Aptitude - Subject No. (1)

The paper will be designed in such a way that the applicant's power of critical reasoning, analytical skills and ability of decision making is measured.

Syllabus of the second question paper will be as follows :

Management - Subject No. (2)

- (i) Principles of Management
- (ii) Management functions
 - Planning
 - Decision making
 - The process of decision making
 - Organization
 - Staffing
 - Monitoring
 - The process of motivation
 - Leadership
 - Administration
 - The process of administration policies
- (iii) Participatory Management
- (iv) Management Environment
- (v) Case study

This is a structured essay type question paper. All the questions should be answered.

12. The decision of the Secretary, Public Service Commission will be the final in respect of any matter not provided for in this notification.

13. In case of an inconsistency among Sinhala, Tamil and English texts. The Sinhala text shall prevail.

On the order of the Public Service Commission,

P. B. ABHEYKON,
Secretary,
Ministry of Public Administration and
Home Affairs.

Ministry of Public Administration and Home Affairs,
Independence Square,
Colombo 07,
14th May, 2012.

SPECIMEN FORM OF APPLICATION

(For office use only)

EXAMINATION FOR PROMOTION OF THE OFFICERS IN CLASS I OF THE
SRI LANKA TECHNOLOGICAL SERVICE TO SPECIAL
CLASS - YEAR 2011(2012)

01. (a) Medium in which the officer appears for the examination :
(Sinhala - 2, Tamil - 3, English - 4) ☐
(Write in the relevant cage)
- (b) Name with initials at the end : _____
(in English block capital letters) Eg. - SILVA, A. B.
- (c) Name in full : _____
(in English block capital letters)
- (d) Name with initials : _____
(in Sinhala/Tamil)
- (e) Official address (Admission will be posted to this address)
(in English) : _____
(in Sinhala/Tamil) : _____
- (g) Sex : ☐
(Male - 0, Female - 1)
(Indicate the relevant number in the cage)
- (h) National Identity Card No. :

--	--	--	--	--	--	--	--	--	--
- (i) Telephone Number :

--	--	--	--	--	--	--	--	--	--
02. (i) Whether you belong to the Provincial Public Service or Public Service ☐
(Indicate the relevant number in the cage)

(Public Service - 01, Western Provincial Public Service - 02, Southern Provincial Public Service - 03, Central Provincial Public Service - 04, North Western Provincial Public Service - 05, Sabaragamuwa Provincial Public Service - 06, Uva Provincial Public Service - 07, North Central Provincial Public Service - 08, Northern Provincial Public Service - 09, Eastern Provincial Public Service - 10)

03. Department which you belong to :_____.

ATTESTATION OF CANDIDATE'S SIGNATURE

04. Designation :_____.

I hereby certify that Mr./Mrs./Miss is presently employed in my office and is personally to me and he/she placed his/her signature in my presence on 2011.

05. (i) Date of birth :

Year : Month : Date :

(ii) Age as at 01.01.2011 :

Years : Months : Days :

_____,
Signature of the attester.
Official Seal.

CERTIFICATION OF THE HEAD OF THE DEPARTMENT

Paste the receipt of the examination fee of Rs. 500 firmly, if not the first sitting. (It is advisable to keep a photocopy).

I hereby certify that the particulars given in paragraphs 01 - 05 above are correct that this candidate is eligible to sit for the examination, that he/she is eligible to sit for the examination in the language medium mentioned above that the stamps have been affixed to the value corresponding to examination fee and the signature and date has been placed.

Receipt number of the examination fee :_____.

Office paid :_____.

Amount paid :_____.

I declare that the particulars furnished above are accurate and I am entitled to sit for the examination in the language medium mentioned above. Furthermore, I hereby agree to be abided by the rules and regulations imposed by the Commissioner General of Examinations on the conduct of examination.

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

_____,
Signature of the candidate.

Date :_____.

Date :_____.

Note.— Candidate should place his/her signature in the presence of the Head of Department or an officer duly authorized to sign on his behalf or Head of the Regional Office.

Note.— A certified copy should be sent to the personal file of the candidate and the other copy should be sent to reach the Department of Examinations of Sri Lanka promptly.

**NEW SCALES OF CHARGES FOR NOTICES AND ADVERTISEMENTS IN THE
"GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA"
EFFECTIVE AS FROM JANUARY 01, 2009**

(Issued every Friday)

1. All Notices and Advertisements are published at the risk of the Advertisers.
2. All Notices and Advertisements by Private Advertisers may be handed in or sent direct by post together with full payments to the **Government Printer, Department of Government Printing, Colombo 8.**
3. The office hours are from 8.30 a.m. to 4.15 p.m.
4. Cash transactions will be from 9.00 a.m. to 3.00 p.m.
5. **All Notices and Advertisements must be pre-paid.** Notices and Advertisements sent direct by post should be accompanied by Money Order, Postal Order or Cheque made payable to the Government Printer. Postage stamps will not be accepted in payment of Advertisements.
6. To avoid errors and delay "copy" should be **on one side of the paper only and typewritten.**
7. **All signatures should be repeated in block letters below the written signature.**
8. Notices re-change of name from Non-Government Servants and Trade Advertisements are not accepted for publication.
9. Advertisements purporting to be issued under Orders of Courts will not be inserted unless signed or attested by a Proctor of the Supreme Court.
10. **The authorised scale of charges for Notices and Advertisements is as follows from January 01, 2009 :-**

	Rs.	cts.
One inch or less	137	00
Every addition inch or fraction thereof	137	00
One column or 1/2 page of <i>Gazette</i>	1,300	00
Two columns or one page of <i>Gazette</i>	2,600	00

(All fractions of an inch will be charged for at the full inch rate.)

11. The "Gazette of the Democratic Socialist Republic of Sri Lanka" is published every Friday. Day of publication is subject to alteration in any week where Public Holidays intervene.
12. All Notices and Advertisements should reach the **Government Printer, Department of Government Printing, Colombo 8**, as shown in Schedule of Separate Notice published at the end of each part of the *Gazette* of the first week of every month.
13. **REVISED SUBSCRIPTION RATES EFFECTIVE FROM JANUARY 1ST 2009 :**

***Annual Subscription Rates and Postage**

	Price Rs. cts.	Postage Rs. cts.
Part I :		
Section I	2,080 00	3,120 00
Section II (Advertising, Vacancies, Tenders, Examinations, etc.)	1,300 00	3,120 00
Section III	780 00	3,120 00
Part I (Whole of 3 Sections together)	4,160 00	6,240 00
Part II	580 00	3,120 00
Part III	405 00	3,120 00
Part IV (Notices of Provincial Councils and Local Government)	890 00	2,400 00
Part V	860 00	420 00
Part VI	260 00	180 00
Extraordinary Gazette	5,145 00	5,520 00

Subscription to the "Gazette of the Democratic Socialist Republic of Sri Lanka" are booked per periods of not less than 12 months so as to terminate at the end of a calendar year only.

*** Rates for Single Copies (if available in stock)**

	Price Rs. cts.	Postage Rs. cts.
Part I :		
Section I	40 00	60 00
Section II	25 00	60 00
Section III	15 00	60 00
Part I (Whole of 3 Sections together)	80 00	120 00
Part II	12 00	60 00
Part III	12 00	60 00
Part IV (Notices of Provincial Councils and Local Government)	23 00	60 00
Part V	123 00	60 00
Part VI	87 00	60 00

*All remittances should be made in favour of the Superintendent, Government Publications Bureau, No. 132, Maya Avenue, Kirulapone, Colombo 05, who is responsible for booking subscriptions and for sale of single copies.

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

THE Weekly issue of the *Gazette of the Democratic Socialist Republic of Sri Lanka* is normally published on Fridays. If a Friday happens to be a Public Holiday the *Gazette* is published on the working day immediately preceding the Friday. Thus the last date specified for the receipt of notices for publication in the *Gazette* also varies depending on the incidence of public holidays in the week concerned.

The Schedule below shows the date of publication and the latest time by which notices should be received for publication in the respective weekly *Gazette*. All notices received out of times specified below will not be published. Such notices will be returned to the sender by post for necessary amendment and return if publication is desired in a subsequent issue of the *Gazette*. It will be in the interest of all concerned if those desirous of ensuring the timely publication of notices in the *Gazette* make it a point to see that sufficient time is allowed for postal transmission of notices to the Government Press.

The Government Printer does not accept payments of subscription for the Government Gazette. Payments should be made direct to the Superintendent, Government Publications Bureau, No. 132, Maya Avenue, Kirulapone, Colombo 05.

Note.—Payments for inserting Notices in the *Gazette of the Democratic Socialist Republic of Sri Lanka* will be received by the Government Printer and not by the Superintendent, Government Publications Bureau.

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
	2012					
JUNE	01.06.2012	Friday	—	18.05.2012	Friday	12 noon
	08.06.2012	Friday	—	25.05.2012	Friday	12 noon
	15.06.2012	Friday	—	01.06.2012	Friday	12 noon
	22.06.2012	Friday	—	08.06.2012	Friday	12 noon
	29.06.2012	Friday	—	15.06.2012	Friday	12 noon
JULY	06.07.2012	Friday	—	22.06.2012	Friday	12 noon
	13.07.2012	Friday	—	29.06.2012	Friday	12 noon
	20.07.2012	Friday	—	06.07.2012	Friday	12 noon
	27.07.2012	Friday	—	13.07.2012	Friday	12 noon
AUGUST	03.08.2012	Friday	—	20.07.2012	Friday	12 noon
	10.08.2012	Friday	—	27.07.2012	Friday	12 noon
	17.08.2012	Friday	—	03.08.2012	Friday	12 noon
	24.08.2012	Friday	—	10.08.2012	Friday	12 noon
	30.08.2012	Thursday	—	17.08.2012	Friday	12 noon

LAKSHMAN GOONEWARDENA,
Government Printer.

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