

N.B.— The Catalogue of Books printed quarterly in January-March 2004, has been published in Part V of this Gazette.

# ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ගැසට් පත්‍රය

## The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,545- 2008 අප්‍රේල් 11 වැනි සිකුරාදා- 2008.04.11  
No. 1,545 – FRIDAY, APRIL 11, 2008

(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	400	Examinations, Results of Examinations &c.	412

**Note.**— Wariyapola Rajamaha Vihara Development Society (incorporation) Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of January 25th 2008.

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 January 25th 2008.

Strategic Development Project Bill is published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of January 25th 2008.

#### IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY “GAZETTE”

ATTENTION is drawn to each of the ‘Notices’ appearing in the 1st week of every month, regarding the latest dates and times of acceptance of notices for publication in the weekly *Gazette* at the end of each Part of the *Gazette of the Democratic Socialist Republic of Sri Lanka*.

All notices to be published in every Part of the *Gazette* shall close at 12 noon of each Friday, a fortnight before the date of publication. All Departments, Corporations, Boards, etc., are advised that any notification fixing specific dates for closing times of applications in regard to vacancies, tender notices and the dates and times of auction sales, etc., should be prepared with due regard to this change, i.e., by giving adequate time both from the time of despatch of notice to the Government Press and from the date of publication thus enabling those interested in the contents of the notices to actively and positively participate.

All notices to be published in the weekly *Gazette* should reach this Department positively by 12 noon of the Friday, two weeks prior to date of publication e.g., Notices for publication in the weekly *Gazette* of 18th April, 2008 should reach the Government Press on or before 12 noon on 04th April, 2008.

LAKSHMAN GOONEWARDENA,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
January 01, 2008.

### 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 or 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 traveling 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 (1 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. If 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.

Depart. of Examinations, Commissioner General of Examinations.  
Pelawatta,  
Battaramulla.

## Posts - Vacant

### SRI LANKA POLICE DEPARTMENT

#### Post of Sub-Inspector of Police

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Sub-Inspector in the Sri Lanka Police Department.

2. Application forms duly perfected in accordance with the specimen form given below, should be sent to Director (Recruitment) Recruiting Officer, 2nd Floor, New Secretariat Building, Colombo 01. The applications should be sent by registered post to the above mentioned address to reach on or before 12th May, 2008 and the top left hand corner of the envelop enclosing applications should be marked Post of Sub-Inspector of Police Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police Department.

3. *Salary Scale.*— Rs. 190,200 – 7 X 2,160 – 2 X 2,880 – 8 X 3,840 – 17 X 4,500 – 3,18,300

In addition to the above salary scale, they will be paid following allowances.

#### (a) Special arduous duty allowances

(1) For duties in operational area	Rs. 1,200
(2) For duties in non operational area	Rs. 600

#### (b) Combined allowance

(1) For duties in operational area	Rs. 12,000
(2) For duties in non operational area	Rs. 4,000

#### (a) Free Transport facilities

#### (b) Fee Medical facilities to officers.

(Financial assistance can be obtained for medical treatment even in a foreign country)

#### (c) All uniforms will be provided free of charge.

#### (d) Facilities to improve skill and talents in sports.

#### (e) Traveling expense for duty and money will be granted as rewards for outstanding and arduous duties.

#### 4. Basic Qualifications :

(a) *Age Limits.*— The age should be between 18 and 28 years as at closing date as per the *Gazette* Notifications. However, Security Assistants who are serving in the Police Department are eligible to apply up to 30 Years on the closing date of applications.

#### (b) Educational Qualifications :

- \* Passed the G.C.E. (O/L) Examination in 06 subjects at one sitting with credit passes in 04 subjects which 2 should be Medium Language and Mathematics.
- \* Applicant should have passed 3 subjects at one sitting at the G.C.E. (A/L) examination.

*Note 01* According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G.C.E. (O/L) both passes in science subjects number 41 and 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject. (They can't be considered as four separate subjects taking into account the number of subjects passed.)

*Note 02* Failure in the Technical subject at Written Test of G.C.E. (O/L) examination will be considered as failure in the same subject although a pass has been obtained for the same in the Practical text.

*Note 03* Since optional subjects of Tamil, English and Sinhala have not been included in the stream of G.C.E. (O/L), passes in any of these subjects will not be computed as a pass in the G.C.E. (O/L) examination.

#### (c) Physical requirements :

Height 5 feet 06 inches (minimum)  
Chest 32 Inches Minimum (deflated)

*Note :* Applicants who are slightly short of the physical requirements but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have skills in sports or have achieved best performance in sports at national level or they have earned reputation for Sri Lanka by participating in an international competition.

(d) *Visual requirements.*— Vision should not be less than 6/12 with each eye. If the vision is 6/6 with one eye and 6/18 with the other eye will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

#### (e) Other qualifications :

\* Applicants should be unmarried.

(Divorcees will be considered as married) This condition will not apply for Those who have fulfilled the other qualifications and presently serving in the police Department and for the Security Assistants.

5. *Method of recruitment.*— Selected applicants will have to pass in the Basic Qualifications Test. Only those who have passed this test can participate in the Physical Tests. That is they have to pass the Endurance Test.

1. 1000 meters 3 minutes 14 seconds

- \* those who are successful in the test will be summoned for final interview. Those who score 40% or more will be summoned for the final Written Test.

\* The written Test consists of two question papers.

\* An essay not less than 500 words within 45 minutes.

\* General knowledge and General Intelligence - 1 hour.

6. **Medical Examination:** Applicants who obtain the highest marks with other efficiencies will have to appear for a Medical Examination prior to the appointment. Unsuccessful candidates will be rejected for appointment.

7. **Background Inquiries:**

(a) Inquiries will be conducted on the conduct of the applicant, close relations and friends. Applications with bad conduct will not be recruited.

(b) Providing false information will make the applicant ineligible. If the false information is elicited after the appointment, the applicant, the applicant will be dismissed from service.

8. **Implementation of the official language policy :** As per the circular dated 28.04.2007 of the public Administration on No. 07/2007 of the Ministry of Public Administration and Home affairs those who were appointed to the Central Govt. Service/ Provincial Public Service, in addition to their Language of recruitment, should acquire proficiency in other official languages with in 5 years from 01.07.2007.

\* Officers recruited below the rank of an assistant Superintendent of Police from 01.07.2007, should pass the language Test Conducted by the Official Language Department.

\* The increment of those who fail to pass the second official language within 5 years from the date of appointment will be deferred until a pass is obtained.

9. **Terms of Engagement :** This Post is permanent. Appointees come with the scope of the Contributory Pension Fund Scheme.

10. **Conditions of Service :**

(a) This appointment is subject to a period of probation for three years.

(b) The selected applicants will be required to comply with any rules already made or may hereafter be made to give effect to the language policy of the government.

(c) They will be subject to the relevant provisions of the Establishments Code Volume I and II, Police Disciplinary Code and any other Orders that may be issued by the Inspector General of Police or by the Government from time to time.

(d) Every officer will be required to pass the prescribed Departmental tests. Those who fail to pass the prescribed test or are found to be unfit for Police duties will be liable for removal from the Police Service.

(e) Permission will not be granted to marry prior to being confirmed in the said rank without the permission of the T. G. Police, However, in terms of P. G. II No. 41 dated 28.02.1973 and I. G.' s circular No.: 1952/2006 of 19.10.2006 and 09.08.2007 (Amended), it is possible to marry showing special reasons and with permission of I. G. Police.

(f) Application on being appointed and after the training should serve a probationary period of three years in the Police Department and if they wish to resign from service before their probation is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation, any amount which was incurred on uniforms etc., during on by the Director of Police Training Collage. The acceptance of resignation should confirm to the Section 4 Chapter V of Volume 1 of the Establishment Code 1985.

(g) Probationary Sub Inspector of Police, immediately after they have commenced training at the Police Training College should affirm/swear that they adhere to the Police Disciplinary Code in terms of the I. G. P. Circular No.1693/2003.

(h) They should soon after commencing the training at Police College, subscribe the Oath of Allegiance to the Public service, in terms of the I. G.P's Circular No.1804/2004.

(i) Sub-Inspector of Police, will have the scope for promotions in terms of the approved scheme of promotions of the Police Department.

11. (a) Attention is invited to the general conditions applicable to appointment to posts in the Police service published in the Section (IIA) of the Part 1 of this *Gazette*.

(b) Enlistment will be made in terms of Public Administration Circular No. 15/90 dated 10.03.1990.

12. Applicants should annex copies of following documents to their application. (Originals must not be forwarded)

(i) Birth Certificate ;

(ii) Two recent testimonials of Character (obtained from persons who are not related);

(iii) Certificates in support of educational qualifications ;

(iv) Certificates in support of any outstanding sports or other extra curricular activities ;

(v) Certificates of Service experience, (if available) ;

(vi) A Photostat copy of the National Identity Card.

13.(a) Applications from applicants who are already in the Public service/services must be forwarded through the Heads of their respective departments and must be accompanied by a certificate stating that the officers can be released, if selected.

(b) Applicants must fill the required particulars in their own hand writing on paper 11" x 8" in size and post them, together with the copies of certificates called for to the address given in paragraph 2 and under no circumstances should applications be handed over personally to any officer in the Department.

14. Applications, which do not conform to the requirements, stipulated in this notification will be rejected and such applicants will not be notified.

*Note* : No Traveling or other expenses will be paid to applicants who are summoned for the test and interview.

VICTOR PERERA,  
Inspector General of Police.

Police Headquarters,  
Colombo 01.

#### POLICE DEPARTMENT

#### THE POST OF SUB-INSPECTOR OF POLICE SPECIMEN APPLICATION FORM

01. (a) Name in full (In block letters) :———. (As stated in applicant's Birth Certificate) :———. (b) Name with initials :———. (c) Applicant Rank :———.
02. National Identity Card No. :———. (Copy of N. I. C. should be attached) :———.
03. Father's Name in Full :———.
04. Place of birth of the applicant :———. Police station to which the place of birth belongs :———. Province :———.
05. (a) Present address :———. (b) Police station to which the present address belongs :———. (c) Permanent Address :———. (d) Police station and the electorate to which the permanent address belongs :———.
06. (a) Nationality :———. (b) Whether you are citizen by birth or registration (if by registration attach copies of the certificate) :———. If you are a citizen by birth state the place of birth of.
  - (i) Applicant :———.
  - (ii) Applicant's Father :———.
  - (iii) Applicant's paternal grandfather :———.
  - (iv) Applicant's paternal great grandfather :———.
07. Age : (as on the closing date of application given in the Gazette ;  
Years:..... Months :..... days :.....  
(Copy of birth certificate should be attached)

08. Height : (Inches) ..... Chest (Inches).....
09. Educational Qualification (State Examinations passed at attach copies of certificates) :
10. Additional Qualifications :———. (Copies of certificate)
11. Whether married or single :———.
12. (i) Present employment :———. (ii) Are you a members of any armed Force :———.
13. Have you any special claims and/or Qualifications :———.
14. Give names and address of two non - related referees :———.
  - (i) ——.
  - (ii) ——.
15. (a) Have you ever applied for a post in the Police Service (If so give reference) :———. (b) Have you served in the Police or in the Sri Lanka Reserve Police before ? :———. (if so under what circumstances did you leave the service? Give details)
16. Are you a member of the SL Police Reserve ? If so give date of appointment Rank and Number Attach copy of the Appointment Letter.
17. (a) Are you serving in any of the Armed Services? (If so your application must be submitted through the respective Service Commander) :———. (b) Have you served in any of the Armed Services? (If so, attach copy of your discharge certificate) :———.
18. (a) Are you serving as a Volunteer in any of the Armed Services? (if so, your application must be submitted through the respective Service Commander) :..... (b) Have you served as a Volunteer in any of the Armed Services? ( If so attach a Copy/Copies of your discharge certificate/ certificates) :.....
19. Have you been involved in or concerned in or charged or arrested even on suspicion and or convicted of any offence? (if so, give details) :.....
20. Have any of your relatives been involved in or concerned in or charged or arrested even on suspicion, or convicted of any offence? (if so, give details) :.....

I, hereby declare that the above particulars are true and correct to the best of my knowledge and belief. I am aware that I am liable for termination of my service in the Police Department forthwith (even if I have been appointed at any time) if the particulars furnished are found to be incorrect or false.

\_\_\_\_\_,  
Signature of the Applicant.

Date : \_\_\_\_\_.

04-268/1

## SRI LANKA POLICE DEPARTMENT

### Vacancies in the Post of Police Constable

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Police Constable in the Sri Lanka Police Department.

2. Application forms duly perfected in accordance with the specimen form given below, should be sent to Director (Recruitment), Recruiting Office, 2nd Floor, New Secretariat Building, Colombo 01. The applications should be sent by registered post to the above mentioned address to reach on or before 11th July 2008 and the top left hand corner of the envelop enclosing applications should be marked Post of Police Constable and Police Constable Driver. Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police Department.

#### 3. Salary Scale :

**Recruit Police Constable :** Rs. 171,360- 7 x 1,740 - 10x2,160 - 17 x 2,880 - Rs. 254,100

In addition to the above salary scale, they will be paid following allowances :

#### (a) Special arduous duty allowances :

(1) For duties in operational area	Rs. 1,200
(2) For duties in non operational area	Rs. 600

#### (b) Combined allowance :

(1) For duties in operational area	Rs. 10,500
(2) For duties in non operational area	Rs. 3,500

- (a) Free Transport facilities.
- (b) Free Medical facilities to officers  
(Financial assistance can be obtained for medical treatment even in a foreign country).
- (c) All uniforms will be provided free of charge.
- (d) Facilities to improve skill and talent in sports.
- (e) Traveling expense for duty and money will be granted as rewards for outstanding and arduous duties.

#### 4. Basic Qualifications :

##### (a) Age Limits **Recruit Police Constable**

The age should be between 18 and 28 years as at closing date as per the *Gazette* notifications. However, Security Assistants who are serving in the Police Department are eligible to apply up to 30 years on the closing date of applications.

##### (b) Educational Qualifications :

##### \* Recruit Police Constable

Should have passed 06 subjects at one sitting including Mathematics and medium language at the G. C. E. (O/L) Examination.

*Note 01 :* According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G. C. E. (O/L) both passes in science subjects number 41 and 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject. (They can't be considered as four separate subjects taking into account the number of subjects passed.)

*Note 02 :* Failure in the Technical Subject at Written Test of G. C. E. (O/L) examination will be considered as failure in the same subject although a pass has been obtained for the same in the Practical test.

*Note 03 :* Since optional subjects of Tamil, English and Sinhala have not been included in the stream of G. C. E. (O/L), Passes in any of these subjects will not be computed as a pass in the G. C. E. (O/L) examination.

##### (c) Physical Requirements : \* Recruit Police Constable

Height : 5 feet 04 inches (minimum)  
Chest : 30 Inches Minimum (deflated)

*Note :* Applicants who are slightly short of the physical requirements but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have skills in sports or have achieved best performance in sports at national level or they have earned reputation for Sri Lanka by participating in an international competition.

(d) **Visual Requirements.**— Vision should not be less than 6/12 with each eye. If the vision is 6/6 with one eye and 6/18 with the other eye will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

(e) *Other Qualifications :*

- \* Applicants should be unmarried. (Divorcees will be considered as married) This condition will not apply for those who have fulfilled the other qualifications and presently serving in the Police Department and for the Security Assistants.

**5. Method of Recruitment.**— Selected applicants will have to pass in the Basic Qualifications Test. Only those who have passed this test can participate in the Physical Tests. That is they have to pass the Endurance Test.

1. 1,000 meters                      3 minutes 44 Seconds

- \* Those who are successful in the test will be summoned for final interview. Those who score 40% or more will be summoned for the final Written Test.  
Written test (Police Constable)

The written Test consists of two question papers :

- \* An essay not less than 500 words within 45 minutes,
- \* General Knowledge and General Intelligence - 1 hour.

**6. Medical Examination :** Applicants who obtain the highest marks with other efficiencies will have to appear for a Medical Examination prior to the appointment. Unsuccessful candidates will be rejected for appointment.

**7. Background Inquiries :**

- (a) Inquiries will be conducted on the conduct of the applicant, close relations and friends. Applications with bad conduct will not be recruited.
- (b) Providing false information will make the applicant ineligible. If the false information is elicited after the appointment, the applicant, the applicant will be dismissed from service.

**8. Implementation of the Official Language Policy.**— As per the circular dated 28.04.2007 of the public Administration on No. 07/2007 of the Ministry of Public Administration and Home Affairs those who were appointed to the Central Govt. Service/Provincial Public Service, in addition to their Language of recruitment, should acquire proficiency in other official languages within 5 years from 01.07.2007.

- \* Officers recruited below the rank of an Assistant Superintendent of Police from 1.07.2007, should pass the Language Test conducted by the Official Language Department.
- \* The increment of those who fail to pass the second official language within 5 years from the date of appointment will be deferred until a pass is obtained.

**9. Terms of Engagement.**— This Post is permanent. Appointees come within the scope of the Contributory Pension Fund Scheme.

**10. Conditions of Service :**

- (a) This appointment is subject to a period of probation for three years.
- (b) The selected applicants will be required to comply with any rules already made or may hereafter be made to give effect to the language policy of the government.

(c) They will be subject to the relevant provisions of the Establishments Code Volume I and II, Police Disciplinary Code and any other Orders that may be issued by the Inspector General of Police or by the Government from time to time.

(d) Every officer will be required to pass the prescribed Department tests. Those who fail to pass the prescribed test or are found to be unfit for Police duties will be liable for removal from the Police Service.

(e) Permission will not be granted to marry prior to being confirmed in the said rank without the premission of the T. G. Police. However, in terms of P. G. II No. 41 dated 28.02.1973 and I. G.'s circular No. 1952/2006 of 19.10.2006 and 09.08.2007 (Amended), it is possible to marry showing special reasons and with permission of I. G. Police.

(f) Application on being appointed and after the training should serve a probationary period of three years in the Police Department and if they wish to resign from service before their probation is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation, any amount which was incurred on uniforms etc., during on by the Director of Police Training College. The acceptance of resignation should confirm to the Section 4 Chapter 5 in Volume 1 of the Establishment Code 1985.

(g) Probationary Post of Police Constable, immediately after they have commenced training at the Police Training College should affirm/swear that they adhere to the Police Disciplinary Code in terms of the I. G. P. Circular No.1693/2003. Post of Police Constable and Police Constable Driver who have been confirmed in the Post will have opportunities for promotions according to the approved scheme of promotion of the Police Department.

(h) They should soon after commencing the training at Police College, subscribe the Oath of Allegiance to the Public service, in terms of the I. G. P.'s Circular No.1804/2004.

11.(a) Attention is invited to the general conditions applicable to appointment to posts in the Police service published in the Section (IIA) of the Part 1 of this *Gazette*.

(b) Enlistment will be made in terms of Public Administration Circular No.15/90 dated 10.03.1990.



12. Applicants should annex copies of following documents to their application. (Originals must not be forwarded) :
- Birth Certificate ;
  - Two recent testimonials of Character (Obtained from persons who are not related);
  - Certificates in support of educational qualifications ;
  - Certificates in support of any outstanding sports or other extra curricular activities ;
  - Certificates of Service experience, (if available) ;
  - A Photostat copy of the National Identity Card.
- 13.(a) Applications from applicants who are already in the Public service/services must be forwarded through the Heads of their respective Departments and must be accompanied by a certificate stating that the officers can be released, if selected.
- (b) Applicants must fill the required particulars in their own hand writing on paper 11" x 8" in size and post them, together with the copies of certificates called for to the address given in paragraph 2 and under no circumstances should applications be handed over personally to any officer in the Department.
14. Applications, which do not conform to the requirements, stipulated in this notification will be rejected and such applicants will not be notified.
- Note* : No Travelling or other expenses will be paid to applicants who are summoned for the test and interview.
- VICTOR PERERA,  
Inspector General of Police
- Police Headquarters,  
Colombo 01.
- POLICE DEPARTMENT  
THE POST OF POLICE CONSTABLES  
SPECIMEN APPLICATION FORM
01. (a) Name in full (In block letters) :———. (As stated in the applicant's Birth Certificate)  
(b) Name with initials :———. (c) Applicant Rank :———.
02. National Identity Card No. :———. (Copy of N. I. C. should be attached)
03. Father's Name in Full :———.
04. Place of Birth of the applicant :———. Police station to which the place of birth belongs :———. Province :———.
05. (a) Present address :———. (b) Police station to which the present address belongs :———. (c) Permanent Address :———.
- (d) Police station and the electorate to which the permanent address belongs :———.
06. (a) Nationality :———. (b) Whether you are citizen by birth or registration (if by registration attach copies of the certificate) :———. If you are a citizen by birth, state the place of birth of ,  
(i) Applicant :———. (ii) Applicant's Father :———. (iii) Applicant's paternal grandfather :———. (iv) Applicant's paternal great grandfather :———.
07. Age : (as on the closing date of application given in the Gazette)  
Years ———, Months ———, Days ———. (Copy of birth certificate should be attached).
08. Height : (Inches) ———. Chest : (Inches)———.
09. Educational Qualifications (State Examinations passed and attach copies of certificates) :
10. Additional Qualifications :———. (Copies of certificate)
11. Whether married or single :———.
12. (i) Present employment :———. (ii) Are you a members of any Armed Force :———.
13. Have you any special claims and/or Qualifications :———.
14. Give names and address of two non - related referee : -  
(i) ——-. (ii) ——-.
- 15.(a) Have you ever applied for a post in the Police Service (If so give reference) :———. (b) Have you served in the Police or in the Sri Lanka Reserve Police before ? :———. (if so under what circumstances did you leave the service? Give details).
16. Are you a member of the SL Police Reserve ? If so give date of appointment Rank and Number. Attach copy of the Appointment Letter.
- 17.(a) Are you serving in any of the Armed Services? (If so your application must be submitted through the respective Service Commander) :———. (b) Have you served in any of the Armed Services? (If so, attach copy of your discharge certificate) :———.
- 18.(a) Are you serving as a Volunter in any of the Armed Services? (if so, your application must be submitted through the respective Service Commander) :———.

- (b) Have you served as a Volunteer in any of the Armed Services? (If so attach a Copy/Copies of your discharge certificate/certificates) : \_\_\_\_\_  
.....
19. Have you been involved in or concerned in or charged or arrested even on suspicion and or convicted of any offence? (if so, give details) : \_\_\_\_\_  
.....
20. Have any of your relatives been involved in or concerned in or charged or arrested even on suspicion, or convicted of any offence? (if so, give details) : \_\_\_\_\_  
.....  
.....

I, hereby declare that the above particulars are true and correct to the best of my knowledge and belief. I am aware that I am liable for termination of my service in the Police Department forthwith (even if I have been appointed at any time) if the particulars furnished are found to be incorrect or false.

\_\_\_\_\_,  
Signature of the Applicant.

Date : \_\_\_\_\_.

04-268/2

## SRI LANKA POLICE DEPARTMENT

### Vacancies in the Post of Police Constable Driver

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Police Constable Driver in the Sri Lanka Police Department.

2. Application forms duly perfected in accordance with the specimen form given below, should be sent to Director (Recruitment), Recruiting Office, 2nd Floor, New Secretariat Building, Colombo - 01. The applications should be sent by registered post to the above mentioned address to reach on or before 11th July 2008 and the top left hand corner of the envelop enclosing applications should be marked Post of Police Constable and Police Constable Driver. Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police Department.

3. *Salary Scale* : Rs. 171,360-7x1,740-10x2,160-17x2,880-Rs. 254,100.

In addition to the above salary scale, they will be paid following allowances :

(a) *Special arduous duty allowances* :

- |  |           |
|--|-----------|
| (1) For duties in operational area     | Rs. 1,200 |
| (2) For duties in non operational area | Rs. 600   |

(b) *Special arduous duty allowances* :

- |  |            |
|--|------------|
| (1) For duties in operational area     | Rs. 10,500 |
| (2) For duties in non operational area | Rs. 3,500  |

- (c) Free Transport facilities.  
(d) Free Medical facilities to officers.  
(Financial assistance can be obtained for medical treatment even in a foreign country).  
(e) All uniforms will be provided free of charge.  
(f) Facilities to improve skill and talents in sports.  
(g) Traveling expense for duty and money will be granted as rewards for outstanding and arduous duties.

4. *Basic Qualifications* :

- (a) *Age Limits*. - The age should be between 19 and 28 years as at closing date as per the *Gazette* notifications. However, Security Assistants who are serving in the Police Department are eligible to apply up to 30 Years on the closing date of applications.
- (b) *Educational Qualifications* . - A Minimum of six subjects should have been passed not more than twice including :

*Note 01* : According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G. C. E. (O/L) both passes in science subjects number 41 and 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject. (They can't be considered as four separate subjects taking into account the number of subjects passed.)

*Note 02* : Failure in the Technical Subject at Written Test of G. C. E. (O/L) examination will be considered as failure in the same subject although a pass has been obtained for the same in the Practical test.

*Note 03* : Since optional subjects of Tamil, English and Sinhala have not been included in the stream of G. C. E. (O/L), passes in any of these subjects will not be computed as a pass in the G. C. E. (O/L) examination.

(c) *Physical Requirements* :

Height : 5 feet 03 inches (minimum).  
Chest : 30 Inches Minimum (deflated).

*Note* : Applicants who are slightly short of the physical requirements but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have skills in sports or have achieved best performance in sports at national level or they have earned reputation for Sri Lanka by participating in an international competition.

\* *Rank of Police Constable Driver*

(d) *Trade Qualification* :

- (i) Certificate of competence in driving light or heavy vehicles.
- (ii) Atleast, one year experience in driving motor vehicle after obtaining the above certificate.

*Note :* Priority will be given in case of knowledge of motor mechanism, experience in repairs to vehicles and long experience in driving vehicles.

\* If any applicant has deformity or any other physical disability which impedes movement of physical limb required for competence in driving will be disqualified. Although he has obtained a medical certificate to the effect that he is fit for the service.

\* The applicants who have basic qualification will be tested for their ability for driving and maintain vehicles. Their knowledge of road rules and traffic signals and basic knowledge of mechanical theories of the vehicle in which the applicant has achieved competence in driving will also be tested.

(e) *Visual Requirements :* Vision should not be less than 6/12 with each eye. If the vision is 6/6 with one eye and 6/18 with the other eye will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

(f) *Other Qualifications :*

\* Applicants should be unmarried. (Divorcees will be considered as married). This condition will not apply for those who have fulfilled the other qualifications and presently serving in the Police Department and for the Security Assistants.

*5. Method of Recruitment .—* Selected applicants will have to pass in the Basic Qualifications Test. Only those who have passed this test can participate in the Physical Tests. That is they have to pass the Endurance Test.

1. 1,000 meters — 3 minutes 44 Seconds

\* Those who are successful in the test will be summoned for final interview. Those who score 40% or more will be summoned for the final Written Test.

Written test (Police Constable)

The written Test consists of two question papers :

- \* An essay not less than 500 words within 45 minutes,
- \* General Knowledge and General Intelligence - 1 hour.

*6. Trade Qualification Exam*

\* Applicants for the post of Police Constable Drivers should pass the vocational test.

The following areas will be tested in the trade test :

(a) Competence in driving vehicle.

- (b) The Highway code.
- (c) Knowledge of maintenance of, and minor repairs to vehicles.

*Note :* Police Constable Drivers who are appointed should obtain certificates to Drive Heavy Vehicles and pass the Heavy Vehicle Drivers Test Conducted by the Police College within the Probationary period.

*7. Medical Examination .—* Applicants who obtain the highest marks with other efficiencies will have to appear for a Medical Examination prior to the appointment. Unsuccessful candidates will be rejected for appointment.

*8. Background Inquiries :*

- (a) Inquiries will be conducted on the conduct of the applicant, close relations and friends. Applicants with bad conduct will not be recruited.
- (b) Providing false information will make the applicant ineligible. If the false information is elicited after the appointment, the applicant will be dismissed from service.

*9. Implementation of the Official Language Policy:*

\* As per the circular dated 28.04.2007 of the Public Administration on No. 07/2007 of the Ministry of Public Administration and Home Affairs those who were appointed to the Central Govt. Service/Provincial Public Service, in addition to their Language of Recruitment, should acquire proficiency in other official languages with in 5 years from 01.07.2007.

\* Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007, should pass the Language Test Conducted by the Official Language Department.

\* The increment of those who fail to pass the second official language within 5 years from the date of appointment will be deferred until a pass is obtained.

*10. Terms of Engagement .-* This Post is permanent. Appointees come with in the scope of the Contributory Pension Fund Scheme.

*11. Conditions of Service :*

- (a) This appointment is subject to a period of probation for three years.
- (b) The selected applicants will be required to comply with any rules already made or may hereafter be made to give effect to the language policy of the government.
- (c) They will be subject to the relevant provisions of the Establishments Code Volume I and II, Police Disciplinary Code and any other Orders that may be issued by the Inspector General of Police or by the Government from time to time.

- (d) Every officer will be required to pass the prescribed Departmental tests. Those who fail to pass the prescribed test or are found to be unfit for Police duties will be liable for removal from the Police Service.
- (e) Permission will not be granted to marry prior to being confirmed in the said rank without the permission of the T. G. Police, However, in terms of P. G. II No. 41 dated 28.02.1973 and I. G.'s circular No.: 1952/2006 of 19.10.2006 and 09.08.2007 (Amended), it is possible to marry showing special reasons and with permission of I. G. Police.
- (f) Application on being appointed and after the training should serve a probationary period of three years in the Police Department and if they wish to resign from service before their probation is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation, any amount which was incurred on uniforms etc., during on by the Director of Police Training Collage. The acceptance of resignation should confirm to the Section 4 Chapter 5 in Volume 1 of the Establishment Code 1985.
- (g) Probationary Post of Police Constable Driver, immediately after they have commenced training at the Police Training College should affirm/swear that they adhere to the Police Disciplinary Code in terms of the I. G. P. Circular No.1693/2003. Post of Police Constable and Police Constable Driver who have been confirmed in the Post will have opportunities for promotions according to the approved scheme of promotion of the Police Department.
- (h) They should soon after commencing the training at Police College, subscribe the Oath of Allegiance to the Public Service, in terms of the I. G.P's Circular No.1804/2004.
- (i) Post of Police Constable Driver, will have the scope for promotions in terms of the approved scheme of promotions of the Police Department.
12. (a) Attention is invited to the General Conditions applicable to appointment to posts in the Police Service published in the Section (IIA) of the Part I of this Gazette.
- (b) Enlistment will be made in terms of Public Administration Circular No. 15/90 dated 10.03.1990.
13. Applicants should annex copies of following documents to their application. (Originals must not be forwarded)
- (i) Birth Certificate ;
  - (ii) Two recent testimonials of Character (obtained from persons who are not related);
  - (iii) Certificates in support of Educational Qualifications ;
  - (iv) Certificates in support of any outstanding sports or other extra curricular activities ;
  - (v) Certificates of Service experience, (if available) ;
  - (vi) A Photostat copy of the National Identity Card.
14. (a) Applications from applicants who are already in the Public service/services must be forwarded through the Heads of their respective departments and must be accompanied by a certificate stating that the officers can be released, if selected.
- (b) Applicants must fill the required particulars in their own. hand writing on paper 11" x 8" in size and post them, together with the copies of certificates called for to the address given in paragraph 2 and under no circumstances should applications be handed over personally to any officer in the Department.
15. Applications, which do not conform to the requirements, stipulated in this notification will be rejected and such applicants will not be notified.
- Note* : No Travelling or other expenses will be paid to applicants who are Summoned for the test and interview.
- VICTOR PERERA,  
Inspector General of Police
- Police Headquarters,  
Colombo 01.
- POLICE DEPARTMENT**
- THE POST OF POLICE CONSTABLE DRIVER**
- Specimen Application Form
01. (a) Name in full (In block letters) :———. (As stated in the applicant's Birth Certificate) :———.
    - (b) Name with initials :———.
    - (c) Applicant Rank :———.
  02. National Identity Card No. :———. (Copy of N. I. C. should be attached) :———.
  03. Father's Name in Full :———.
  04. Place of birth of the applicant :———. Police station to which the place of birth belongs :———. Province :———.
  05. (a) Present address :———.
    - (b) Police station to which the present address belongs :———.
    - (c) Permanent Address :———.
    - (d) Police station and the electorate to which the permanent address belongs :———.
  06. (a) Nationality :———.
    - (b) Whether you are citizen by birth or registration (if by registration attach copies of the certificate) :———. If you are a citizen by birth state the place of birth of :
      - (i) Applicant :———.
      - (ii) Applicant's Father :———.
      - (iii) Applicant's paternal grandfather :———.
      - (iv) Applicant's paternal great grandfather :———.
  07. Age : (as on the closing date of application given in the *Gazette* ;  
Years:..... Months :..... Days :.....  
(Copy of birth certificate should be attached)

08. Height : (Inches) :———. Chest (Inches):———.
09. Educational Qualifications (State Examinations passed at attach copies of certificates) :———.
10. Additional Qualifications :———. (Copies of certificates)
11. Whether married or single :———.
12. (i) Present employment :———. (ii) Are you a members of any armed Force :———.
13. Have you any special claims and/or Qualifications :———.
14. Give names and address of two non - related referees :———. (i) ——-. (ii) ——-.
15. (a) Have you ever applied for a post in the Police Service (If so give reference) :———. (b) Have you served in the Police or in the Sri Lanka Reserve Police before ? :———. (if so under what circumstances did you leave the service? Give details)
16. Are you a member of the SL Police Reserve ? If so give date of appointment Rank and Number Attach copy of the Appointment Letter.
17. (a) Are you serving in any of the Armed Services? (If so your application must be submitted through the respective Service Commander) :———. (b) Have you served in any of the Armed Services? (If so, attach copy of your discharge certificate) :
18. (a) Are you serving as a Volunteer in any one of the Armed Services? (if so, your application must be submitted through the respective Service Commander) :..... (b) Have you served as a Volunteer in any of the Armed Services? ( If so attach a Copy/Copies of your discharge certificate/ certificates) : .....
19. Have you been involved in or concerned in or charged or arrested even on suspicion and or convicted of any offence? (if so, give details) : .....
20. Have any of your relatives been involved in or concerned in or charged or arrested even on suspicion, or convicted of any offence? (if so, give details) : .....

I, hereby declare that the above particulars are true and correct to the best of my knowledge and belief. I am aware that I am liable for termination of my service in the Police Department forthwith (even if I have been appointed at any time) if the particulars furnished are found to be incorrect or false.

\_\_\_\_\_,  
Signature of the Applicant.

Date :———.

04-268/3

## SRI LANKA POLICE DEPARTMENT

### Vacancies in the Post of Woman Police Constable

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Woman Police Constable in the Sri Lanka Police Department.

2. Application forms duly perfected in accordance with the specimen form given below, should be sent to Director (Recruitment) Recruiting Office, 2nd Floor, New Secretariat Building, Colombo - 01. The applications should be sent by registered post to the above mentioned address to reach on or before 11th July 2008 and the top left hand corner of the envelop enclosing applications should be marked Post of Police Constable and Police Constable Driver. Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police Department.

### 3. Salary Scale :

Recruit Woman Police Constable :

Rs.171,360 - 7 x 1,740 - 10 x 2,160 -17 x 2,880 - Rs. 254,100

In addition to the above salary scale, they will be paid following allowances.

#### (a) Special arduous duty allowances :

- |  |           |
|--|-----------|
| (1) For duties in operational area     | Rs. 1,200 |
| (2) For duties in non operational area | Rs. 600   |

#### (b) Combined allowance :

- |  |            |
|--|------------|
| (1) For duties in operational area     | Rs. 10,500 |
| (2) For duties in non operational area | Rs. 3,500  |

- (a) Free Transport facilities ;  
(b) Free Medical facilities to officers ;  
(Financial assistance can be obtained for medical treatment even in a foreign country)  
(c) All uniforms will be provided free of charge ;  
(d) Facilities to improve skill and talents in sports ;  
(e) Traveling expense for duty and money will be granted as rewards for outstanding and arduous duties.

#### 4. **Basic Qualifications :**

##### (a) *Age limits* .— Recruit Woman Police Constable

The age should be between 18 and 25 years as at closing date as per the *Gazette* Notifications.

##### (b) *Educational Qualifications :*

###### \* *Recruit Police Constable*

- \* Should have passed 06 subjects at one sitting including Mathematics and medium language at the G. C. E. (O/L) Examination.

*Note 01* - According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G. C. E. (O/L) both passes in Science subjects number 41 and 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject. (They can't be considered as four separate subjects taking into account the number of subjects passed.).

*Note 02* - Failure in the Technical subject at Written Test of G. C. E. (O/L) Examination will be considered as failure in the same subject although a pass has been obtained for the same in the Practical test.

*Note 03* - Since optional subjects of Tamil, English and Sinhala have not been included in the stream of G. C. E. (O/L), passes in any of these subjects will not be computed as a pass in the G. C. E. (O/L) examination.

##### (c) *Physical requirements* :—

Recruit Woman Police Constable —  
Height 5 feet 2 inches (minimum)

*Note* : Applicants who are slightly short of the physical requirements but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have skills in sports or have achieved best performance in sports at national level or they have earned reputation for Sri Lanka by participating in an international competition.

##### (d) *Visual requirements* .— Vision should not be less than 6/12 with each eye. If the vision is 6/6 with one eye and 6/18 with the other eye will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

##### (e) *Other qualifications* :

- \* Applicants should be unmarried (Divorcees will be considered as married) This condition will not apply for those who have fulfilled the other qualifications and presently serving in the Police Department and for the Security Assistants.

**5. *Method of recruitment*** .— Selected applicants will have to pass in the Basic Qualifications Test. Only those who have passed this test can participate in the Physical Tests. That is they have to pass the Endurance Test.

1. 1000 Meters                      5 Minutes 44 Seconds.

- \* Those who are successful in the test will be summoned for final interview. Those who score 40% or more will be summoned for the final Written Test.  
Written test (Police Constable)

- \* The written Test consists of two question papers.

- \* An essay not less than 500 words within 45 minutes.

- \* General Knowledge and General Intelligence - 1 hour

**6. *Medical Examination*** .— Applicants who obtain the highest marks with other efficiencies will have to appear for a Medical Examination prior to the appointment. Unsuccessful candidates will be rejected for appointment.

#### 7. *Background Inquiries* :

- (a) Inquiries will be conducted on the conduct of the applicants, close relations and friends. Applicants with bad conduct will not be recruited.
- (b) Providing false information will make the applicant ineligible. If the false information is elicited after the appointment, the applicant, the applicant will be dismissed from service.

#### 8. *Implementation of the official language policy* :

- \* As per the circular dated 28.04.2007 of the Public Administration on No. 07/2007 of the Ministry of Public Administration and Home Affairs those who were appointed to the Central Govt. Service/Provincial Public Service, in addition to their Language of recruitment, should acquire proficiency in other official languages within 5 years from 01.07.2007.
- \* Officers recruited below the rank of an assistant Superintendent of Police from 01.07.2007, should pass the Language Test conducted by the Official Language Department.
- \* The Increment of those who fail to pass the second official language within 5 years from the date of appointment will be deferred until a pass is obtained.

**9. *Terms of Engagement*** .— This Post is permanent. Appointees come within the scope of the Contributory Pension Fund Scheme.

#### 10. *Conditions of Service* :

- (a) This appointment is subject to a period of probation for three years.

- (b) The selected applicants will be required to comply with any rules already made or may hereafter be made to give effect to the language policy of the Government.
- (c) They will be subject to the relevant provisions of the Establishments Code Volumes I and II, Police Disciplinary Code and any other Orders that may be issued by the Inspector General of Police or by the Government from time to time.
- (d) Every officer will be required to pass the prescribed Departmental tests. Those who fail to pass the prescribed test or are found to be unfit for Police duties will be liable for removal from the Police Service.
- (e) Permission will not be granted to marry prior to being confirmed in the said rank without the permission of the T. G. Police. However, in terms of P. G. II No. 41 dated 28.02.1973 and I. G.'s Circular No. 1952/2006 of 19.10.2006 and 09.08.2007 (Amended), it is possible to marry showing special reasons and with permission of I. G. Police.
- (f) Application on being appointed and after the training should serve a probationary period of three years in the Police Department and if they wish to resign from service before their probation is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation any amount which was incurred on uniforms etc., during on by the Director of Police Training College. The acceptance of resignation should confirm to the Section 4 Chapter 5 in Volume 1 of the Establishments Code 1985.
- (g) Probationary Post of Woman Police Constable, immediately after they have commenced training at the Police Training College should affirm/swear that they adhere to the Police Disciplinary Code in terms of the I. G. P. Circular No. 1693/2003. Post of Police Constable and Police Constable Driver who have been confirmed in the post will have opportunities for promotions according to the approved scheme of promotion of the Police Department.
- (h) They should soon after commencing the training at Police College, subscribe the Oath of Allegiance to the Public Service, in terms of the I. G. P.'s Circular No. 1804/2004.
11. (a) Attention is invited to the general conditions applicable to appointment to posts in the Police Service published in the Section (IIA) of the Part I of this *Gazette*.
- (b) Enlishment will be made in terms of Public Administration Circular No.15/90 dated 10.03.1990.
12. Applicants should annex copies of following documents to their application. (Originals must not be forwarded) :
- (i) Birth Certificate ;
- (ii) Two recent testimonials of character (obtained from persons who are not related);
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of any outstanding sports or other extra curricular activities ;
- (v) Certificates of Service experience, ( if available) ;
- (vi) A Photostat copy of the National Identity Card.
- 14.(a) Applications from applicants who are already in the Public Service/services must be forwarded through the Heads of their respective departments and must be accompanied by a certificate stating that the officers can be released, if selected.
- (b) Applicants must fill the required particulars in their own. Hand writing on paper 11" x 8" in size and post them, together with the copies of certificates called for to the address given in Paragraph 2 and under no circumstances should applications be handed over personally to any officer in the department.
15. Applications, which do not conform to the requirements, stipulated in this notification will be rejected and such applicants will not be notified.
- Note.*— No Travelling or other expenses will be paid to applicants who are summoned for the test and interview.
- VICTOR PERERA,  
Inspector General of Police.
- Police Headquarters,  
Colombo 01.
- Police Department**
- POST OF POLICE WOMAN CONSTABLE**
- SPECIMEN APPLICATION FORM**
- 01.(a) Name in full (In block letters) :———. (As stated in the applicant's Birth Certificate) :———. (b) Name with initials :———. (c) Applicant Rank :———.
02. National Identity Card No :———. (Copy of N. I. C. Should be attached) :———.
03. Father's Name in Full :———.
04. Place of birth of the applicant :———. Police station to which the place of birth belongs :———. Province :———.
- 05.(a) Present address :———. (b) Police station to which the present address belongs :———. (c) Permanent Address :———. (d) Police station and the electorate to which the permanent address belongs :———.
06. (a) Nationality :———. (b) Whether you are citizen by birth or registration (if by registration attach copies of the certificate). If you are a citizen by birth, state the place of birth of :

- |   |  |
|---|--|
| <p>i. Applicant :———.</p> <p>ii. Applicant's Father :———.</p> <p>iii. Applicant's paternal grandfather:———.</p> <p>iv. Applicant's paternal great grandfather :———.</p> <p>07. Age : (as on the closing date of application given in the <i>Gazette</i>); :———.</p> <p>Years :———, Months :———, Days :———. (Copy of birth certificate should be attached)</p> <p>08. Height (Inches) :———. Chest (inches) :———.</p> <p>09. Educational Qualifications (State Examinations passed and attach copies of certificates) :———.</p> <p>10. Additional Qualifications :———. (Copies of certificates)</p> <p>11. Whether married or single :———.</p> <p>12.(i) Present employment :———. (ii) Are you a members of any armed Force :———.</p> <p>13. Have you any special claims and/or Qualifications :———.</p> <p>14. Give names and address of two non -related referees :———. i. ———. ii. ———.</p> <p>15.(a) Have your ever applied for a post in the Police Service (If so give reference) :———.</p> <p>(b) Have you served in the Police or in the Sri Lanka Reserve Police before ? :———. (if so under what circumstances did you leave the service? Give details) :———.</p> | <p>16. Are you a member of the SL Police Reserve? If so give date of appointment, Rank and Number Attach copy of the Appointment Letter.</p> <p>17.(a) Are you serving in any of the Armed Services? (if so your application must be submitted through the respective Service Commander) :———.</p> <p>(b) Have you served in any of the Armed Services? (if so, attach copy of your discharge certificate) :———.</p> <p>18.(a) Are you serving as a Volunteer in any one of the Armed Services? (if so, your application must be submitted through the respective Service Commander) :———.</p> <p>(b) Have your served as a Volunteer in any of the Armed Services? (if so attach a copy/copies of your discharge certificate/certificates) :———.</p> <p>19. Have you been involved in or concerned in or charged or arrested even on suspicion and or convicted of any offence? (if so, give details) :———.</p> <p>20. Have any of your relatives been involved in or concerned in or charged or arrested even on suspicion, or convicted of any offence? (if so, give details) :———.</p> |
|---|--|
- I, hereby declare that the above particulars are true and correct to the best of my knowledge and belief. I am aware that I am liable for termination of my service in the Police Department forthwith (even if I have been appointment at any time) if the particulars furnished are found to be incorrect or false.
- \_\_\_\_\_,  
Signature of the Applicant.
- Date :———.
- 04-268/4

## Examinations, Results of Examinations &c.

### MINISTRY OF VOCATIONAL AND TECHNICAL TRAINING

#### Department of Technical Education and Training

#### ADMISSION OF STUDENTS TO COURSES CONDUCTED AT TECHNICAL COLLEGES - 2008/2009

APPLICATIONS are invited from eligible candidates for courses conducted in Technical Colleges appearing in this *Gazette* Notification. Students for admission will be selected from among the applicants according to the qualifications and merit, and the place available in each course.

02. The prospective candidates are advised to prepare their own applications on a 13" x 8" sheet of paper in accordance with the "Specimen Application Form" given in this notification. As specified in item 12 in the specimen application form, each application should be affixed with a valid Rs. 10/- stamp duly cancelled with the candidate's usual signature. Duly completed applications should be sent under **Registered Cover to reach the Principal of the respective Technical College to which admission is sought to reach him on or before 16.05.2008 Applications are advised not to submit applications to this department or to any officer's official or personal addresses.**

03. The top left hand corner of the envelop should be marked with the title of the course applied for, and its course code. e.g.:- National Certificate in Engineering Draughtsmanship Course ETC05



04. Applications received after the prescribed date will be rejected.

05. Candidates are required to fill in their applications carefully with the Name and Code Number of the Course, college in which the course to be followed and the Medium of Instruction of the Course correctly. Requests made subsequently to change the College, Course or Medium of instruction will not be considered under any circumstances.

06. Fees will be charged from all those following Part Time and Evening Courses in the following manner

- i. Part-time/Evening Certificate Courses (more than one Year) Rs. 2000 per year;
- ii. Part-time/Evening one year and Short Term Courses less than one year Rs. 1,500 per course.

07. Attention of all Candidates is invited to the Schedule of Courses appended at the end of this notification, which indicates the nature of courses, eligibility requirements for each course, the colleges where the courses are conducted and Medium of Instruction. The addresses of Technical Colleges where the courses are available are shown in the List of Technical Colleges.

08. A candidate seeking admission to follow a course in these colleges should:-

- i. be of excellent moral character;
- ii. be a citizen of Sri Lanka;
- iii. have fulfilled all the eligibility requirements for admission at the time of forwarding the application.

09. Suitable candidates will be selected on the results of an aptitude test and/or an interview.

10. Any documents or copies thereof, should not be submitted along with the application. Those candidates who fail to produce the necessary and acceptable documents to prove their eligibility at the interview will be deemed disqualified.

11. Subject to a maximum of Rs. 450 a month a stipend of Rs. 20 per day for attendance to classes will be paid to those who follow any full time course depending on parental income.

About 840 Full Time Day Course students from low income families are paid a bursary of Rs. 2,500 per year.

12. The candidate is held entirely responsible for the authenticity of his/her documents. Candidates who submit documents that have been tampered with or forged or not proved in fact will be severely dealt with.

**Candidates can apply for more than one course using separate application forms.**

Dr. H. L. OBEYSEKERA,  
Director General,  
Department of Technical Education & Training.

P. O. Box: 557,  
Olcott Mawatha,  
Colombo 10.

**List of Technical Colleges**

<i>Serial No.</i>	<i>Technical College</i>	<i>Address</i>	<i>District</i>
01.	Sri Lanka Technical College	Olcott Mawatha, Colombo 10	Colombo
02.	Galle Technical College	Kaluwella, Galle	Galle
03.	Kandy Technical College	Aruppola, Kandy	Kandy
04.	Jaffna Technical College	Browns Road, Jaffna	Jaffna
05.	Badulla Technical College	Greenlane Drive, Badulla	Badulla
06.	Kegalle Technical College	Kachcheri Road, Kegalle	Kegalle
07.	Anuradhapura Technical College	New Town, Anuradhapura	Anuradhapura
08.	Kurunegala Technical College	Puttalam Road, Kurunegala	Kurunegala.
09.	Ratmalana Technical College	Galle Road, Ratmalana	Colombo
10.	Ampara Hardy Technical College	Inginiyagala Road, Ampara	Ampara
11.	Matara Technical College	Meddewatta, Matara	Matara.

Serial No.	Technical College	Address	District
12.	Sammanthurai Technical College	Ampara Road, Sammanthurai	Ampara
13.	Kalutara Technical College	Kalamulla, Kalutara,	Kalutara
14.	Ratnapura Technical College	Palm Gardens, Colombo Road, Ratnapura	Ratnapura
15.	Warakapola Technical College	Ambagala Road, Warakapola	Kegalle
16.	Kuliyapitiya Technical College	Pannala Road, Kuliyapitiya	Kurunegala
17.	Pathadumbara Technical College	Navayalatenna, Katugastota	Kandy
18.	Nuwara-Eliya Technical College	Jayathilaka Mw, Nuwara - Eliya,	Nuwara-Eliya
19.	Homagama Technical College	Godagama, Homagama,	Colombo
20.	Beliatta Technical College	Puwakdandawa, Beliatta	Hambantota
21.	Hasalaka Technical College	Yodha Ela Road, Hasalaka	Kandy
22.	Dambulla Technical College	Matale Road, Dambulla	Matale
23.	Balapitiya Technical College	Wandaduwa Station Road, Balapitiya	Galle
24.	Wariyapola Technical College	Chilaw Road, Wariyapola	Kurunegala
25.	Batticaloa Technical College	Manchantuduwai, Batticaloa	Batticaloa
26.	Bandarawela Technical College	Wewathenna, Bandarawela,	Badulla
27.	Monaragala Technical College	Sirigala, Monaragala	Monaragala
28.	Gampaha Technical College	Werellawatta, Yakkala	Gampaha
29.	Trincomalee Technical College	Mihindupura, Trincomalee	Trincomalee
30.	Dehiattakandiya Technical College	Mahawanawela, Dehiattakandiya	Ampara.
31.	Matale Technical College	M. C. Road, Matale	Matale.
32.	Weerawila Technical College	New Town, Weerawila	Hambantota
33.	Medagama Technical College	Medagama,	Monaragala
34.	Polonnaruwa Technical College	Vidyapura, Polonnaruwa	Polonnaruwa
35.	Embilipitiya Technical College	New Town, Embilipitiya	Ratnapura
36.	Vavuniya Technical College	Mannar Road, Vavuniya	Vavuniya
37.	Akkaraipattu Technical College	Akkaraipattu	Ampara
38.	Anamaduwa Technical College	Gamuda Bhumiya, Thammennagama, Anamaduwa	Puttalam

### Specimen Application Form

#### Application for Admission to Technical Colleges - Academic Year 2008/2009

For Official use only

(Applications must be directed to the Principal of the relevant Technical College. Addresses of Technical Colleges are given in the List of Technical Colleges)  
(Each Course applied for should be in a separate application)

01. Name of the Technical College/Training Centre :———.
02. Name of the Course :———. (Full Time Day/ Evening/Part Time)  
Medium :———. Code No. :———.
03. Applicants Name with Initials :———.
04. Names indicated by Initials :———.
05. Permanent Address :———.
06. National Identity Card No. :———.
07. District :———. Electorate :———. Gramaniladari Division :———.
08. Date of Birth : Year :———, Month :———, Date :———. Age as at 01.07.2008  
Years :———, Months :———, Days :———.
09. Male/Female :———.

10. Educational Qualifications :—

(A) G. C. E. (O/L) Results (Not more than two attempts)

<i>Index No.</i>	<i>Year</i>	<i>Subjects</i>	<i>Grade</i>

(B) G. C. E. (A/L) Results (In one attempt)

<i>Index No.</i>	<i>Year</i>	<i>Subjects</i>	<i>Grade</i>

(C) Number of G. C. E. (A/L) sittings :———.

(D) Highest grade/year passed if the applicant has not obtained the qualifications mentioned in (A) above :- Grade :———, Year :———.

11. Only for Evening and Part Time Courses :

To be filled only for courses for which employment is a requirement

11.1 Applicant's Name :———.

11.2 Post held at present and the Date of Appointment to the Post :———.

If self employed, the type of employment

11.3 Work place and its address :———.

11.4 Employee Provided Fund No. :———.

Employee Trust Fund No. :———.

I certify that the above applicant is an employee in this Institute/Office

11.5 Name of the Employer :———.

11.6 Designation :———.

11.7 Signature :———, Official Seal :

11.8 Date :———.

12. *Applicant's Declaration :*

I hereby certify that the information given in this application is true to my knowledge , and I have obtained the qualifications required for the course applied for. Further I agree with the scheme of selection of students to Technical Colleges and to accept the decision of the Director General of the Department of Technical Education and Training as final.

Date :———.

—————,  
Applicant's Signature.

Stamp to the value of Rs. 10/= should be affixed here and cancelled by signing on it.

**SCHEDULE OF COURSES CONDUCTED IN TECHNICAL COLLEGES 2008/2009**

**Engineering Technician Studies Courses**

**Full Time Courses**

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
01. ETB03	National Diploma in Agriculture  Full Time Day Two Years	<p>1. Should possess at least Six subject including Agriculture, with four credit passes in one sitting, at the G. C. E. (O/L) Examination. The four credit passes should be for the following subjects: First Language, Mathematics, Science, and Social Studies or any of the following subjects. Agriculture, Horticulture, Animal Husbandry, Food Science and Food Technology, Fresh Water (inland) Bio Resource Technology Oceanic (Marine) Bio Resource Technology ;</p> <p style="text-align: center;">or</p> <p>Should possess at least Three Ordinary passes in one sitting at the G. C. E. (A/L) Examination. The subjects should be any three of the following : Biology, Zoology, Botany, Chemistry, Physics, Agriculture.</p> <p>2. Age should be between 17 and 25 years as on 01.07.2008.</p>	<p><b><u>Sinhala Medium</u></b></p> <p>Dambulla, Kuliyapitiya</p>
02. ETC01	National Certificate for Industrial Technicians (Civil Engineering)  Full Time Day Two Years	<p>1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings with four credit passes including Science, Mathematics, Medium Language and English Language at least five (5) subjects should be passed in one sitting ;</p> <p style="text-align: center;">or</p> <p>Merit pass in any National Certificate in Engineering Craft Practice 2 year course ;</p> <p style="text-align: center;">or</p> <p>Pass in any National Certificate in Engineering Craft Practice course with credit passes in Science and Mathematics at G. C. E. (O/L). Candidates will be selected by an aptitude test.</p> <p>2. Age should be between 17 and 25 years as on 01.07.2008.</p>	<p><b><u>English Medium</u></b></p> <p>Kandy, Ratmalana</p>

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
03 ETC02	National Certificate for Industrial Technicians (Electrical & Electronic Engineering)  Full Time Day Two Years	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings with four credit passes including Science, Mathematics, Medium Language and English Language at least five (5) subjects should be passes in one sitting ; or Merit pass in any National Certificate in Engineering Craft Practice 2 year course ; or Pass in any National Certificate in Engineering Craft Practice Course with credit passes in Science and Mathematics at G. C. E. (O/L). Candidates will be selected by an aptitude test. 2. Age should be between 17 and 25 years as on 01.07.2008.	<b><u>English Medium</u></b> Kandy, Ratmalana
04 ETC03	National Certificate for Industrial Technicians (Mechanical Engineering)  Full Time Day Two Years	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings with four credit passes including Science, Mathematics, Medium Language and English Language at least five (5) subjects should be passed in one sitting ; or Merit pass in any National Certificate in Engineering Craft Practice 2 year course ; or Pass in any National Certificate in Engineering Craft Practice Course with credit passes in Science and Mathematics at G. C. E. (O/L). Candidates will be selected by an aptitude test. 2. Age should be between 17 and 25 years as on 01.07.2008.	<b><u>English Medium</u></b> Kandy, Ratmalana
05 ETC05	National Certificate in Engineering Draughtsmanship  Full Time Day One Year	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings. The six (6) subjects should be - (a) Sinhala/Tamil/English (b) Mathematics and Science (c) Three other Subjects 2. Age should be between 17 and 25 years as on 01.07.2008.	<b><u>Sinhala Medium</u></b> Ampara, Anamaduwa, Anuradhapura, Badulla, Balapitiya, Bandarawela, Beliatta, Dambulla, Galle, Gampaha, Hasalaka, Homagama, Kalutara, Kandy,

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
			Kegalle, Kuliyapitiya, Kurunegala, Maradana, Matale, Matara, Monaragala, NuwaraEliya, Polonnaruwa, Ratmalana, Ratnapura, Warakapola
			<b><u>Tamil Medium</u></b> Batticaloa, Jaffna, Maradana, Sammanthurai, Trincomalee, Vavuniya
06 ETB02	National Diploma in Jewellery Design and Manufacture  Full Time Day Two Years	1. Passes in Six (06) subjects at the G. C. E. (O/L) Examination in not more than two sittings. (Preference will be given to candidates who have passed in Art, Metal Work, Wood Work, Maths and English) ; and Passes in Two (02) subjects at the G. C. E. (A/L) examination. 2. Age should be between 17 and 25 years as on 01.07.2008.	<b><u>English Medium</u></b> Maradana
07 ETC07	National Certificate in Jewellery Manufacture  Full Time Day One Year	1. Passes in four (4) subjects at the G. C. E. (O/L) Examination in one sitting ; or should have passed year 09 and experience in the relevant field. 2. Age should not be less than 17 years as on 01.07.2008.	<b><u>Sinhala Medium</u></b> Maradana
08 ECC40	Certificate in Landscaping for Junior Supervisors  Full Time Day One Year	1. Should have passed G. C. E. (O/L) Examination ; or Have passed the National Certificate in Landscaping Technology Crafts Level III Course conducted in any of the Vocational Training Centres attached to VTA. 2. Age should be between 18 and 35 years as on 01.07.2008. Preference will be given to those below 25 years.	<b><u>Sinhala Medium</u></b> Kandy, Kegalle, Kurunegala

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
09 ETC04	National Certificate in Technology (Quantity Surveying)  Full Time Day One Year	1. G. C. E. (O/L) Examination in Six (06) subjects with four (04) credit passes including Science, Mathematics, and Medium Language in one sitting. Should have at least an Ordinary Pass for English Language.  Preference will be given to the candidates those who have followed Pure Maths/Applied Maths or Combined Maths and/or a Hard Technology subjects in G. C. E. (A/L) Examination.  2. Age should be between 17 and 25 years as on 01.07.2008.	<b><u>Sinhala Medium</u></b> Anuradhapura, Badulla, Beliatta, Gampaha, Kurunegala, Matara, Warakapola, <b><u>English Medium</u></b> Galle, Batticaloa, Jaffna, Kandy, Kegalle, Ratmalana, Ratnapura

**PART TIME COURSES**

10 ETC01.1	National Certificate in Technology (Civil Engineering)  Part Time Three years  (Restricted to those employed in the relevant field.)	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings. Six (6) subjects should be :- (a) Sinhala/Tamil/English Language (b) Mathematics and Science (c) Three other Subjects ; or equivalent qualifications.  2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Ampara, Anuradhapura, Badulla, Balapitiya, Beliatta, Dambulla, Embilipitiya, Galle, Gampaha, Hasalaka, Homagama, Kalutara, Kandy, Kegalle, Kurunegala, Maradana, Matara, Monaragala, Nuwara-Eliya, Polonnaruwa, Ratmalana, Ratnapura, Warakapola, Weerawila  <b><u>Tamil Medium</u></b> Batticaloa, Jaffna, Sammanthurai, Trincomalee, Vavuniya, Akkaraipattu
------------	--	--	---

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
11 ETCO 2.1	National Certificate in Technology (Electrical and Electronic Engineering)  Part time Three Years  (Restricted to those employed in the relevant field.)	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings. Six subjects should be :- (a) Sinhala/Tamil/English Language (b) Mathematics and Science (c) Three Other Subjects ; or equivalent qualification or  Have passed the National Certificate in Engineering Craft Practice Full time Day 2 years-Electrician course or Radio, TV and Electronics course conducted at Technical Colleges under the Department of Technical Education and Training  2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Ampara, Anuradhapura, Badulla, Balapitiya, Galle, Gampaha, Homagama, Kalutara, Kandy, Kegalle, Kurunegala, Maradana, Matara, Ratmalana, Ratnapura, Warakapola  <b><u>Tamil Medium</u></b> Batticaloa, Jaffna, Sammanthurai, Trincomalee, Vavuniya
12 ETC 03.1	National Certificate in Technology (Mechanical Engineering)  Part Time Three Years  (Restricted to those employed in the relevant field.)	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings. Six subjects should be :- (a) Sinhala/Tamil/English Language (b) Mathematics and Science (c) Three Other Subjects ; or equivalent qualification or  Have passed the National Certificate in Engineering Craft Practice Full time Day 2 years-Motor Vehicle Mechanic/General Machinist/Fitter Machinist course conducted at Technical Colleges under the Department of Technical Education and Training  2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Badulla, Balapitiya, Galle, Gampaha, Homagama, Kegalle, Kurunegala, Maradana, Matara, Ratmalana, Ratnapura, Polonnaruwa, Warakapola  <b><u>Tamil Medium</u></b> Batticaloa, Sammanthurai, Jaffna
13 ETC04.1	National Certificate in Technology (Quantity Surveying)  Part Time Three Years  (Restricted to those employed in the relevant field.)	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings. Six subjects should be :- (a) Sinhala/Tamil/English Language (b) Mathematics and Science (c) Three Other Subjects ; or equivalent qualifications  2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Anuradhapura, Badulla, Balapitiya Beliatta, Galle, Gampaha, Homagama, Kalutara, Kandy, Kegalle, Kurunegala, Maradana, Matara,



<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
-----------------	-----------------------	--------------------------------	--

Monaragala,  
Ratmalana,  
Ratnapura,  
Trincomalee,  
Warakapola

**Tamil Medium**  
Akkaraipattu,  
Batticoloa, Jaffna,  
Samanthurai,  
Trincomalee,  
Vavuniya

**English medium**  
Maradana

### Engineering Craft Studies Courses

#### Full Time Courses

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
-----------------	-----------------------	--------------------------------	--

01	ECC08	National Certificate in Engineering Craft Practice-Electronic	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics and Medium Language in not more than two sittings
		Full Time Day Two Years	2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given preference.
			<b><u>Sinhala Medium</u></b> Ampara, Anuradhapura, Badulla, Bandarawela, Beliatta, Embilipitiya, Galle, Gampaha, Hasalaka, Kalutara, Kandy, Kegalle, Kurunegala, Maradana, Matara, Nuwara-Eliya, Polonnaruwa, Rathmalana, Rathnapura, Warakapola

**Tamil Medium**  
Jaffna, Trincomalee,  
Vavuniya

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
02 ECC10	National Certificate in Engineering Craft Practice-Fitter Machinist  Full Time Day Two Years	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics and Medium Language in not more than two sittings  2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given preference.	<b><u>Sinhala Medium</u></b> Ampara, Anuradhapura, Badulla, Beliatta, Dambulla, Galle, Gampaha, Hasalaka, Kandy, Kegalle, Kuliyapitiya, Kurunegala, Polonnaruwa, Warakapola  <b><u>Tamil Medium</u></b> Jaffna
03 ECC13	National Certificate in Engineering Craft Practice-Industrial Electrician  Full Time Day Two Years	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics and Medium Language in not more than two sittings ; or have passed the House Wiring Course Conducted in any Vocational Training Centres attached to VTA  2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given preference.	<b><u>Sinhala Medium</u></b> Ampara, Anuradhapura, Badulla, Balapitiya, Bandarawela, Beliatta, Dambulla, Embilipitiya, Galle, Gampaha, Hasalaka, Homagama Kandy, Kegalle, Kuliyapitiya, Maradana, Matara, Moneragala, Nuwara-Eliya, Pathadumbara, Polonnaruwa, Ratmalana, Trincomalee, Warakapola  <b><u>Tamil Medium</u></b> Batticaloa, Jaffna, Sammanthurai, Trincomalee, Vavuniya

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
04 ECC18	National Certificate in Engineering Craft Practice-Motor Vehicle Mechanic  Full Time Day Two Years	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics and Medium Language in not more than two sittings  2. Age should be between 17 and 25 years as on 01.07.2008. Those under 22 years are given preference.	<b><u>Sinhala Mediuma</u></b> Ampara, Anuradhapura, Badulla, Beliatta, Bandarawela, Dambulla, Dehiattakandiya, Embilipitiya, Galle, Maradana, Kalutara, Nuwara-Eliya, Matara, Kandy, Kuliyapitiya, Polonnaruwa, Warakapola, Kegalle, Hasalaka, Rathnapura, Kurunegala, Ratmalana, Homagama Moneragala, <b><u>Tamil Medium</u></b> Batticaloa, Jaffna, Sammanthurai
05 ECC02	National Certificate in Engineering Craft Practice- Gas and Arc Welder Full Time Day One Year	1. Should have completed year 10 or have passed the Welder Course conducted in any of the Vocational Training Centres attached to VTA  2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given preference	<b><u>Sinhala Medium</u></b> Maradana, Ratmalana, Kalutara, Hasalaka, Dambulla, Nuwara-Eliya, Matara, Beliatta, Weerawila, Ampara, Trincomalee, Kurunegala, Kuliyapitiya, Anuradhapura, Bandarawela, Monaragala, Ratnapura, Embilipitiya, Kegalle, Badulla, Gampaha, Homagama, Pathadumbara, Polonnaruwa, Warakapola, Galle, Balapitiya, Wariyapola, Kandy, Dehiattakandiya, Anamaduwa <b><u>Tamil Medium</u></b> Jaffna, Batticaloa, Trincomalee, Vavuniya

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
06 ECC09	National Certificate in Engineering Craft Practice- Plumber  Full Time Day One Year	1. Should have completed year 10 or have passed the Plumbing Course conducted in any of the Vocational Training Centres attached to VTA  2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given preference	<b><u>Sinhala Medium</u></b> Hasalaka, Dambulla, Anuradhapura, Nuwara-Eliya, Galle, Embilipitiya, Bandarawela, Ratnapura, Kandy, Badulla, Polonnaruwa, Ratmalana, Kegalle, Kurunegala, Kalutara, Maradana, Warakapola, Dehiattakandiya, Matara, Homagama  <b><u>Tamil Medium</u></b> Batticaloa, Jaffna, Sammanthurai, Trincomalee
07 ECC05	National Certificate in Engineering Craft Practice-Refrigeration and Air Conditioning Mechanic  Full Time Day One Year	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics, Science and Medium Language in not more than two sittings  2. Age should not be less than 17 years as on 01.07.2008 Those under 22years are given preference.	<b><u>Sinhala Medium</u></b> Ratmalana, Galle, Beliatta, Kegalle, Anuradhapura, Kandy, Homagama, Gampaha, Matara, Polonnaruwa, Bandarawela, Kalutara, Ratnapura, Embilipitiya  <b><u>Tamil Medium</u></b> Batticaloa, Trincomalee, Sammanthurai
08 ECC06	National Certificate in Engineering Craft Practice-Wood Machinist  Full Time Day One Year	1. Should have completed year 10 or have passed the Carpenter Course conducted in any of the Vocational Training Centres attached to VTA  2. Age should not be less than 17 years as on 01.07.2008 Those under 22years are given preference	<b><u>Sinhala Medium</u></b> Ampara, Homagama, Kalutara, Galle, Nuwara-Eliya, Anuradhapura, Wariyapola, Kandy, Hasalaka, Matara, Beliatta, Bandarawela, Ratnapura, Kuliyapitiya, Balapitiya,

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
			Dehiattakandiya, Monaragala, Dambulla, Kurunegala, Embilipitiya, Kegalle, Polonnaruwa, Badulla
			<b><u>Tamil Medium</u></b> Batticaloa, Sammanthurai, Jaffna
09 ECC14	National Certificate in Engineering Craft Practice - Building Craftsman Full Time Day One Year	1. Should have completed year 10 or have passed the Masonry Course conducted in any of the Vocational Training Centres attached to VTA 2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given preference	<b><u>Sinhala Medium</u></b> Wariyapola, Dambulla, Anuradhapura, Beliatta, Embilipitiya, Monaragala, Matale, Badulla, Polonnaruwa, Kegalle, Kurunegala, Kalutara, Matara, Dehiattakandiya, Anamaduwa
			<b><u>Tamil Medium</u></b> Batticaloa, Sammanthurai, Jaffna
10 ECS21	Certificate in Aluminium Fabrication  Full Time Day Six Months	1. Should have passed Year 9 2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Maradana, Ratmalana, Kurunegala, Homagama, Matale, Warakapola, Kandy, Anuradhapura, Gampaha
11 CBT06	Certificate in Electrical Trade  Full Time Day One Year	1. G. C. E. (O/L) Examination in 06 subjects in not more than two sittings 2. Age should not be less than 17 years as on 01.07.2008 those under 22 years are given preference	<b><u>Sinhala Medium</u></b> Ampara, Wariyapola, Weerawila, Kalutara, Matale, Rathnapura, Dehiattakandiya
			<b><u>Tamil Medium</u></b> Vavuniya

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
12 ECS26	Certificate in Motor Cycle and Scooter Repairing Full Time Day Six Months	1. Should have passed Year 9 2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Matale, Kegalle, Kurunegala, Dehiattakandiya
13 MCC08	Certificate in Footwear Making Full Time Day One Year	1. Should have passed Year 9 2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given Preference.	<b><u>Sinhala Medium</u></b> Ampara, Medagama
14 CBT08	Certificate in House Hold Electrical Appliances Repairing Full Time Day Six Months	1. Should have passed Year 10. 2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given Preference.	<b><u>Sinhala Medium</u></b> Anuradhapura, Pathadumbara, Trincomalee  <b><u>Tamil Medium</u></b> Trincomalee
15 CBT13	Certificate in Machining Full Time Day One Year	1. Should have passed Year 10 2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given Preference.	<b><u>Sinhala Medium</u></b> Bandarawela, Gampaha, Embilipitiya, Maradana, Matara, Homagama, Rathmalana, Rathnapura, Kalutara
16 CBT15	Certificate in Radio, TV & Allied Equipment Repairing Full Time Day Six Months	1. Should have passed Year 10 2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given Preference.	<b><u>Sinhala Medium</u></b> Maradana
17 CBT 19	Certificate in Automobile Painting Full Time Day Six Months	1. Should have passed Year 10 2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given Preference.	<b><u>Sinhala Medium</u></b> Kurunegala
18 CBT04	Certificate in Automobile Tinkering Full Time Day Six Months	1. Should have passed Year 10 2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given Preference.	<b><u>Sinhala Medium</u></b> Kurunegala
19 MCS08	Certificate in Furniture Wood Carving Full Time Day Six Months	1. Should have passed Year 9 2. Age should not be less than 17 years as on 01.07.2008.	<b><u>Sinhala Medium</u></b> Kurunegala
20 ECS24	Certificate Foundry practice Full Time Day Six Months	1. Should have passed Year 10 2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Kandy

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
21 ECS36	Certificate in Farm Machinery Full Time Day Six Months	1. Should have passed Year 9 2. Age should be in between 18 and 25 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Weerawila
22 ECC19	National Certificate in Building Construction Technology - Craft Practice Full Time Day One Year (the course consists of number of modules based on related specialization. On completion of each module a certificate will be issued. The final overall certificate will be issued on completion of all modules).	1. G. C. E. (O/L) Examination in Six (06) subjects with passes in Mathematics and Medium Language in not more than two sittings 2. Age should be in between 17 and 25 years as on 01.07.2008. Those under 22 years are given preference.	<b><u>Sinhala Medium</u></b> Warakapola, Balapitiya
<b>PART TIME COURSES</b>			
23 ECC33.1	Certificate in Tractor Mechanic Part Time One Year	1. Should have passed Year 9 2. Age should not be less than 17 years as on 01.07.2008.	<b><u>Sinhala Medium</u></b> Hasalaka  <b><u>Tamil Medium</u></b> Jaffna
<b>Business Studies Courses</b>			
<b>FULL TIME COURSES</b>			
01 BSC04	National Certificate for Accounting Technicians  Full Time Day Two Years  Students who successfully complete this course are eligible to follow the following courses, conducted by the Sri Lanka Institute of Advanced Technical Education * Higher National Diploma in Accountancy * Higher National Diploma in Management. * National Diploma in Business Studies. * National Diploma in Business & Finance	1. G. C. E. (O/L) Examination in Six (6) Subjects with passes in Mathematics and Medium Language in one sitting. 2. Age should be between 17 and 25 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Maradana, Kalutara, Homagama, Kandy, Hasalaka, Dambulla, Nuwara-Eliya, Galle, Matara, Beliatta, Balapitiya, Trincomalee, Kurunegala, Kuliyaipitiya, Anuradhapura, Badulla, Ratnapura, Kegalle, Warakapola, Dehiattakandiya, Polonnaruwa.  <b><u>Tamil Medium</u></b> Maradana, Kandy, Jaffna, Batticaloa, Sammanthurai, Trincomalee, Vavuniya

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
02 BSC06	National Certificate in Secretarial Practice English  Full Time Day One Year  Students who successfully complete this course are eligible to follow the National Diploma in Secretarial Practice Course, conducted by the Sri Lanka Institute of Advanced Technical Education	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics and Medium Language in not more than two sittings. Should have a Credit pass in English. (1) Competency in spoken & written English will be considered. (II) Candidates will have to sit a written test if so decided by the authorities. (III) Female candidates are preferred.  2. Age should be between 17 and 25 years as on 01.07.2008. Preference will be given to those under 22 years.	<b><u>English Medium</u></b> Maradana, Gampaha, Kalutara, Homagama, Kandy, Galle, Matara, Beliatta, Balapitiya, Kurunegala, Anuradhapura, Badulla, Warakapola, Batticaloa, Kegalle, Kuliyapitiya
03 BSC13	National Certificate in Shorthand, Typewriting and Computing-Sinhala  Full Time Day One Year	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics and Medium Language in not more than two sittings. Should have a Credit pass in Sinhala.  2. Age should be between 17 and 25 years as on 01.07.2008. Preference will be given to those under 22 years.	<b><u>Sinhala Medium</u></b> Maradana, Kalutara, Kandy, Dambulla, Galle, Kuliyapitiya, Beliatta, Anuradhapura, Monaragala, Trincomalee, Medagama, Ampara, Pathadumbara, Dehiattakandiya
04 BSC14	National Certificate in Shorthand, Typewriting and Computing-Tamil  Full Time Day One Year	1. G. C. E. (O/L) Examination in Six (6) subjects in to more than two sittings with passes in Midum Language and Mathematics. Should have a Credit pass for Tamil Language.  2. Age should be between 17 and 25 years as on 01.07.2008. Preference will be given to those under 22 years.	<b><u>Tamil Medium</u></b> Maradana, Jaffna, Batticaloa, Sammanthurai, Trincomalee, Vavuniya
05 BSC05	National Certificate in Marketing  Full Time Day One Year	1. G. C. E. (O/L) Examination in Six (6) subjects with passes in Mathematics and Medium Language and English Language in one sitting.  2. Age should be between 17 and 25 years as on 01.07.2008.	<b><u>English Medium</u></b> Akkaraipattu, Balapitiya, Kandy, Galle, Matara, Homagama, Kurunegala, Ratnapura, Maradana, Kalutara, Batticaloa, Sammanthurai, Jaffna



<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
<b>Part Time Courses</b>			
06 BSC 04.1	National Certificate for Accounting Technicians Part Time Two Years (Restricted to employees in an office of a recognized firm, Government Department / Corporation or Local Authority or any other recognized Institute.)	1. Passes in Six (06) subjects including Mathematics at the G. C. E. (O/L) Examination in two sittings. 2. Age should not be less than 18 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Galle, Kandy, Kegalle, Kurunegala, Rathnapura, Monaragala, Polonnaruwa <b><u>Tamil Medium</u></b> Vavuniya, Trincomalee, Jaffna
07 BSC 14.1	National Certificate in Shorthand, Typewriting and Computing - Tamil  (Restricted to those who are engaged in Stenography/Typing or in an allied field)  Part Time One Year	1. G. C. E. (O/L) in Six (6) subjects in not more than two sittings with passes in Medium Language and Mathematics. Should have a Credit Pass for Tamil Language. 2. Age should be over 17 years as on 01.07.2008.	<b><u>Tamil Medium</u></b> Jaffna, Sammanthurai, Batticaloa, Trincomalee, Vavuniya

**General Studies Courses**

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the course is Available and Medium</i>
<b>Full Time Courses</b>			
01 ESC01	National Certificate in English for Commerce, Industry and Further Education  Full Time Day One Year  Students who successfully complete this course are eligible to follow the National Diploma in English Course, conducted by the Sri Lanka Institute of Advanced Technical Education	1. Passes in Six (6) Subjects including English at the G. C. E. (O/L) Examination in not more than two sittings. 2. Age should be between 17 and 25 years as on 01.07.2008	<b><u>English Medium</u></b> Maradana, Ratmalana, Homagama, Dambulla, Gampaha, Kalutara, Kandy, Hasalaka, Matale, Nuwara-Eliya, Galle, Balapitiya, Matara, Beliatta, Weerawila, Jaffna, Batticaloa, Ampara, Dehiattakandiya, Samanthurai, Trincomalee, Kurunegala, Kuliyapitiya, Anuradhapura, Polonnaruwa, Badulla, Monaragala, Ratnapura, Embilipitiya, Kegalle, Warakapola,

<i>Code No.</i>	<i>Name of Course</i>	<i>Admission Qualification</i>	<i>Colleges where the Course is available and Medium</i>
			Medagama, Vavuniya, Bandarawela, Wariyapola, Akkaraipattu, Anamaduwa
02 MCC12	Certificate in Textile and Household Drapery  Full Time Day One Year	1. Should have completed year 10  2. Age should not be less than 17 years as on 01.07.2008.	<b><u>Sinhala Medium</u></b> Kuliyapitiya
03 MCC09	National Certificate in Japanese Language  Full Time Day One Year	1. G. C. E. (O/L) Examination in Six (6) subjects in not more than two sittings  2. Age should not be less than 17 years as on 01.07.2008. Those under 22 years are given Preference.	<b><u>Japanese Medium</u></b> Galle
04 MCS09	Certificate in Batiks and Textile Printing  Full Time Day Six Months	1. Should have passed Year 9  2. Age should not be less than 17 years as on 01.07.2008.	<b><u>Sinhala Medium</u></b> Matale
05 MCS10	Certificate in Tailoring (Ladies/Gents)  Full Time Day Six Months	1. Should have passed Year 09  2. Age should not be less than 17 years as on 01.07.2008	<b><u>Sinhala Medium</u></b> Ratnapura, Warakapola, Trincomalee <b><u>Tamil Medium</u></b> Trincomalee
<b>Part Time Courses</b>			
06 ESC01.1	National Certificate in English for Commerce, Industry and Further Education.  Part Time Two Years	1. Passes in Six (6) Subjects at the G. C. E. (O/L) Examination in not more than two sittings. (Special consideration will be given to those employed in a supervisory capacity in an Industrial, Commercial or any similar establishment or those who were employed in a similar capacity at an earlier date and those who may qualify for promotion after successful completion of the Course) A basic knowledge of English is essential.  2. Age should not be less than 17 years as on 01.07.2008.	<b><u>English Medium</u></b> Anuradhapura, Akkaraipattu, Dambulla, Beliatta, Warakapola, Balapitiya, Jaffna, Batticaloa, Sammanthurai Kurunegala, Badulla, Kegalle, Pathadumbara, Nuwara-Eliya, Polonnaruwa, Ampara, Monaragala, Medagama, Vavuniya, Rathnapura, Galle, Kandy, Trincomalee

\* **Note** .- Students who follow the Eighteen (18) Engineering Craft Studies Courses from No. 01-18 have the opportunity to obtain National Vocational Qualification Certificate.