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

අංක 1,801 - 2013 මාර්තු 08 වැනි සිකුරාදා - 2013.03.08  
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### PART I : SECTION (IIA) — ADVERTISING

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

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

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

All notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after **three months** from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* Notices for publication in the weekly *Gazette* of 28th March, 2013 should reach Government Press on or before 12.00 noon on 15th March, 2013.

**P. H. L. V. DE SILVA,**  
*Acting Government Printer.*

Department of Govt. Printing,  
Colombo 08,  
01st January, 2013.

*This Gazette can be downloaded from [www.documents.gov.lk](http://www.documents.gov.lk).*

### 1. General Qualifications required :

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

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

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

### 2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### 4. Terms of Engagement :

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

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

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

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

### 5. Serving Officers in the Public Service :

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

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

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

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

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

### 6. Definition of Salary for the purpose of Eligibility

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

### 7. New National Policy on Recruitment and Promotions :

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

**Rules and Instructions for Candidates**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

COMMISSIONER GENERAL OF EXAMINATIONS,

Department of Examinations,  
Pelawatta, Battaramulla.

## Posts – Vacant

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths

##### PUTTALAM DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th April, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
15th February, 2013

##### SCHEDULE

| <i>District</i> | <i>Divisional Secretary's<br/>Division</i> | <i>Division and Post for which<br/>Applications are called</i>   | <i>Address to which<br/>Applications should be sent</i>                               |
|-----------------|--|--|---|
| Puttalam        | Naththandiya                               | Post of Registrar of Marriages (General)<br>of Pitigal Korallaya South Division and<br>Births and Deaths of Naththandiya<br>Division | District Secretary/Additional<br>Registrar General, District Secretariat,<br>Puttalam |

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### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths

##### KURUNEGALA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th April, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
11th February, 2013

#### SCHEDULE

| <i>District</i> | <i>Divisional Secretary's Division</i> | <i>Post and Division for which Applications are called</i>   | <i>Address to which Applications should be sent</i>                               |
|-----------------|--|--|---|
| Kurunegala      | Alawwa                                 | Post of Registrar of Marriages (General/ Kandyan) of Dambadeni Hathpattuwa Division and Births and Deaths of Dambadeni Udukaha East Division | District Secretary/Additional Registrar General, District Secretariat, Kurunegala |
| Kurunegala      | Mallawapitiya                          | Post of Registrar of Marriages (General/ Kandyan) of Weudawilli Hathpattuwa Division and Births and Deaths of Thiragandahaya East Division   | District Secretary/Additional Registrar General, District Secretariat, Kurunegala |
| Kurunegala      | Kuliyapitiya (West)                    | Post of Registrar of Marriages (General/ Kandyan) of Katugampola Hathpattuwa (Kuliyapitiya Town) Division                                    | District Secretary/Additional Registrar General, District Secretariat, Kurunegala |

03-314

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths

##### NUWARA-ELIYA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th April, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
11th February, 2013.

#### THE SCHEDULE

| <i>District</i> | <i>Divisional Secretary's<br/>Division</i> | <i>Post and Division for which<br/>Applications are called</i>   | <i>Address to which<br/>Applications should be sent</i>                                   |
|-----------------|--|--|---|
| Nuwara Eliya    | Kotmale                                    | Post of Registrar of Marriages (General/<br>Kandyan) of Kotmale Division and<br>Births and Deaths of Thispane Division | District Secretary/Additional Registrar<br>General, District Secretariat,<br>Nuwara Eliya |

03-313

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Births and Deaths in Tamil Medium

#### VAVUNIYA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th April, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
12th February, 2013

THE SCHEDULE

| <i>District</i> | <i>Divisional Secretary's Division</i> | <i>Division and Post for which Applications are called</i>                              | <i>Address to which Applications should be sent</i>                             |
|-----------------|--|---|---|
| Vavuniya        | Vavuniya                               | Post of Medical Registrar of Births and Deaths of Vavuniya Town Division (Tamil Medium) | District Secretary/Additional Registrar General, District Secretariat, Vavuniya |
| 03-315          |  |   |   |

**REGISTRAR GENERAL'S DEPARTMENT**

**Posts of Registrars of Muslim Marriages**

**ANURADHAPURA DISTRICT**

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

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

02. Muslim males only can apply for these posts.

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th April, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
15th February, 2013.

THE SCHEDULE

| <i>District</i> | <i>Divisional Secretariat Division</i> | <i>Division and Post for which Applications are called</i>                            | <i>Address to which Applications should be sent</i>                                 |
|-----------------|--|---|---|
| Anuradhapura    | Ipalogama                              | Post of Registrar of Muslim Marriages in Kalagam Palatha Division of Kallanchiya Area | District Secretary/Additional Registrar General, District Secretariat, Anuradhapura |
| 03-385          |  |   |   |

## REGISTRAR GENERAL'S DEPARTMENT

### Posts of Registrars of Muslim Marriages

#### GALLE DISTRICT

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

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

02. Muslim males only can apply for these posts.

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th April, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
11th February, 2013

#### SCHEDULE

| <i>District</i> | <i>Divisional Secretary's Division</i> | <i>Post and Division for which Application are called</i>                          | <i>Address to which Applications should be sent</i>                          |
|-----------------|--|--|--|
| Galle           | Galle Fourgravets                      | Post of Registrar of Muslim Marriages of Hirimbura Area in Galle District Division | District Secretary/Additional Registrar General, District Secretariat, Galle |

03-316

## PUBLIC SERVICE COMMISSION

### Promotion of Class 3 Officers Vacancies in Grade 2-II of the Sri Lanka Teacher Educators' Service

THE Secretary, Ministry of Education will accept applications to fill vacancies in Grade 2-II of the Sri Lanka Teacher Educators' Service at the Colleges of Education, Teachers' Colleges and Teachers' Centers under the Ministry of Education.

2.0 Applications prepared according to the model format appearing at the end of this notice should be sent by registered post to reach the "Secretary, Ministry of Education, Isurupaya, Battaramulla" on or before 02.04.2013. The phrase "Promotion to

vacancies in Grade 2-II of the Sri Lanka Teacher Educators' Service" should be mentioned on the top left hand corner of the envelope in which the application is enclosed. All applicants should forward their applications through the Head of their respective institutions. Applications received after the due date will be rejected.

#### 3.0 Conditions of Employment in the Service :

3.1 Section 12.1 and Sections 12.6 to 12.12 of Chapter II of the Establishments Code of the Democratic Socialist Republic of Sri Lanka apply.

3.2 Should reside within the limits of the Colleges of Education where residential facilities are provided.



3.3 Applicants of either sex selected to the posts are bound to serve in any College of Education, Teachers' College or Teachers' Center according to the exigencies of service. Attention is drawn to the general conditions applicable to appointments to posts in the Public Service appearing in Part I of this *Gazette*.

#### 4.0 General Qualifications :

4.1 In terms of Section 17 of the Minute of the Sri Lanka Teacher Educators' Service, if the degree is not in the English medium, in order to qualify for promotions it would be necessary to obtain a credit pass in English Language/ English Literature at the G. C. E. (O/L) or at an equivalent examination or a higher qualification. The applications of candidates who do not satisfy the above requirements will be rejected.

4.2 Passing the Efficiency Bar as mentioned in the Service Minute.

#### 5.0 Educational and Other Qualifications :

5.1 Grade 2-II of the Sri Lanka Teacher Educators' Service :

5.1.1 A satisfactory service of not less than seven years should have been completed in a Scheduled post under Class 3 of the Teacher Educators' Service and having being confirmed in the post ; and

5.1.2 A first or second class (upper) Degree in Education from a recognized University or a Higher Degree in Education ; or

5.1.3 A Degree from a recognized University in the relevant subject field and a Post-graduate Diploma in Education with a distinction or credit pass or Post graduate degree in the relevant subject field ; or

5.1.4 A first or second class (upper) Degree from a recognized University and a Post-graduate Diploma in Education or Post graduate degree in the relevant subject field or in Education.

#### 6.0 Salary Scale :

6.1 Salary Scale : SL 1-2006.

#### 7.0 Method of Selection :

7.1 Recruitment will be made on the results of structured interview conducted by an interview board approved by the Public Service Commission and according to a marking scheme approved by the Public Service Commission.

7.2 Vacancies are filled in sequence having counted the number of vacancies that occur annually.

7.3 At the interview the originals of the following documents should be produced :

7.3.1 Birth Certificate (The birth certificate issued under regulations governing admissions to Assisted Schools or the certificate of Baptism will not be accepted).

7.3.2 The Degree certificates and other certificates for educational qualifications.

7.3.3 Certificates for Professional Qualifications.

7.3.4. The G. C. E. (O/L) and other certificates received for knowledge in Sinhala, Tamil and English.

7.4 The Public Service Commission has the right of fill or not to fill all or some of the vacancies.

7.5 A satisfactory service should have been completed within the period of five years preceding the date of promotion by not being subject to a punishment and by earning salary increments.

7.6 The applications of those who fail to produce the necessary documents at the interview will not be considered.

By order of the Public Service Commission,

S. M. GOTABHAYA JAYARATNE,  
Secretary,  
Ministry of Education.

22nd February, 2013.

#### PROMOTION TO VACANCIES IN GRADE 2-II OF THE SRI LANKA TEACHER EDUCATORS' SERVICE

##### MODEL APPLICATION FORM

(The application should be prepared on an A4 size paper using both sides)

01. (i) Name with initials (Rev./Mr./Mrs./Miss) : \_\_\_\_\_.  
(ii) Names the initials stand for : \_\_\_\_\_.

02. (i) Official address : \_\_\_\_\_.  
(ii) Private address : \_\_\_\_\_.  
(iii) Private Telephone No. : \_\_\_\_\_.

03. (i) date of birth : \_\_\_\_\_.  
(ii) Age as at 02.04.2013 :

Years :   Months :   Days :

04. NIC No. :

05. The ethnic group you belong to : \_\_\_\_\_.

06. (i) Date of first appointment : \_\_\_\_\_.  
(ii) Present post and date of appointment to that post : \_\_\_\_\_.  
(iii) Present work place : \_\_\_\_\_.  
(iv) If retired, the date : \_\_\_\_\_.  
(v) Whether the 1st Efficiency Bar of Class 3 of the Teacher Educators' Service was passed or not and if passed, date of validity of result : \_\_\_\_\_.

(v) Proficiency in the English Language :

| G. C. E. (O/L) | Date of validity of results | Ordinary/Credit/Distinction |
|----------------|-----------------------------|-----------------------------|
|                |                             |                             |

07. Particulars about Academic and Professional qualifications :

(i) First Degree :

| Name of the Degree and the awarding Institution | Year | Class | Whether Distinction/Credit or Ordinary |
|---|------|-------|--|
|   |      |       |  |

(vi)

| Other Certificates obtained for English | Awarding Institution and date of validity | Grade |
|---|---|-------|
|   |   |       |

(ii) Post Graduate Degree :

| Name of Certificate and awarding Institution | Year | Class | Whether Distinction/Credit or Ordinary |
|--|------|-------|--|
|  |      |       |  |

(vii) Service details (From first appointment) :

| Institution | Designation | Subject | From | To |
|-------------|-------------|---------|------|----|
|             |             |         |      |    |

(iii) Diploma in Education :

| Name of Certificate and awarding Institution | Duration of the Course | Distinction or Credit | Details of subjects |
|--|------------------------|-----------------------|---------------------|
|  |                        |                       |                     |

(iv) Other professional qualifications (Details about Diploma Certificates and Trained Teachers Certificate) :

| Name of Certificate and awarding Institution | Duration of Course | Details about subjects |
|--|--------------------|------------------------|
|  |                    |                        |

08. At present is there an on-going Departmental disciplinary inquiry against you ? Or is an action proceeding in the judiciary ? (If so provide details) : \_\_\_\_\_.

09. I certify that to the best of my knowledge all the particulars that I have furnished in this application are true and correct. I am aware that if any particulars provided here are found to be untrue and incorrect, I will be considered as unsuitable to be appointed to this post and that, if any particulars herein provided are found to be untrue or incorrect, I am liable to be removed from the post without any compensation.

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

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

CERTIFICATE OF THE HEAD OF INSTITUTION

The application of ..... is forwarded. It is hereby informed that he/she/the reverend is serving in this institution as a ...../had been served and retired on .....

\_\_\_\_\_,  
Signature and official seal of  
the Head of Institution.

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

Institution : \_\_\_\_\_.

**PROMOTION OF OFFICERS IN CLASS 3 OF THE SRI LANKA TEACHER EDUCATORS' SERVICE  
TO GRADE 2-II - MARKING SCHEME**

For the marks to be awarded, the relevant qualification should have been completed before the date on which the vacancy occurred.

1.0 Work Experience :

Maximum Marks 50

For a period in excess of 07 years of active service in Class 3 of the SLTES, marks will be awarded at 10 per each year subject to a maximum of 05 years

|                    |  |                  |
|--------------------|--|------------------|
| 2.0                | <i>Additional Educational Qualifications :</i><br>Marks will be awarded only for qualifications additional to the educational qualifications necessary to apply for Grade 2-II of the Sri Lanka Teacher Educators' Service | Maximum Marks 15 |
| 2.2                | Degree   | 05               |
| 2.3                | Post-graduate Diploma  | 10               |
| 2.4                | Post graduate Degree   | 15               |
| 3.0                | <i>Academic Performance :</i><br>While marks will not be awarded for documents presented for Degrees, Post-Graduate Diplomas or Post Graduate Degrees, marks will be given only for one publication and one research       | Maximum Marks 10 |
| 3.1                | Research   |                  |
| 3.1.1              | A properly prepared research report (Final report)   | 02               |
| 3.1.2              | Being a research relevant to the field of employment   | 01               |
| 3.1.3              | Having forwarded research to a panel   | 02               |
| 3.2                | Publications   |                  |
| 3.2.1              | Subject related publications<br>(Published in Newspapers, Journals etc.)   | 03               |
| 3.2.2              | Publication of subject related books   | 02               |
| 4.0                | <i>Information Technology Competence :</i><br>(Marks will only be awarded for certificates from recognized institutions)   | Maximum Marks 10 |
| 4.1                | For a Diploma in Information Technology Course of 6 months or more   | 05               |
| 4.2                | For a Diploma in Information Technology of one year or more  | 10               |
| 5.0                | <i>Appraisals obtained in the SLTES :</i>  | Maximum Marks 05 |
| 5.1                | Service appraisals and commendation letters in the prescribed format in terms of the provisions of the Establishments Code   | 05               |
| 06.                | <i>Language Knowledge :</i><br>(Marks will only be awarded for certificates from institutions recognized by the state)   | Maximum Marks 10 |
|                    | English Language   |                  |
| 6.1                | For a Diploma in English Language of 6 months or more  | 05               |
| 6.2                | For a Diploma in English Language of one year or more  | 10               |
| <b>Total marks</b> |  | <b>100</b>       |

03-511

## Examinations, Results of Examinations &c.

### DEPARTMENT OF EXAMINATION SRI LANKA/DEPARTMENT OF OFFICIAL LANGUAGES (SINHALA/TAMIL LEVEL-I,II,III)

#### Written Examination for Official Language Proficiency 2013 (April/May)

APPLICATION are invited from the Public Officers for the Official Languages proficiency examination in terms of the Public Administration Circular Numbers 03/2007 and 07/2007. In accordance with the Circular No. 07/2007, the semi government officers and teachers who have to gain the relevant level of proficiency can also apply for this examination. The decision of the Commissioner General of Examinations regarding the conducting of examination and issuing results will be final.

02. This examination consists of two parts as Written and Oral. The Written Examination is conducted by the Department of Examinations and the Oral Examination is conducted by the Department of Official Languages for only those who pass the written examination. The details contained in this will be relevant for that purpose too. (The answer papers of this will not be re-corrected.)

|    | <i>Examination</i>                                    | <i>Language</i> | <i>Level</i>            |
|----|---|-----------------|-------------------------|
| 1. | Written Examination for Official Language Proficiency | Sinhala/Tamil   | Level III (Basic)       |
| 2. | Written Examination for Official Language Proficiency | Sinhala/Tamil   | Level II (Intermediate) |
| 3. | Written Examination for Official Language Proficiency | Sinhala/Tamil   | Level I (Advance)       |

*\*Note :*

- \* A candidate can sit for the examination in the relevant category having decided the Level to which a candidate belongs in accordance with the above mentioned circulars.
- \* A candidate is eligible to apply only for one level of a particular language.
- \* Annexure 01 contains the information about the number of papers to which one should sit and the relevant time duration for each Level of language proficiency.

03. Syllabus relevant to these Written Examinations, Specimen application form and other relevant information can be obtained from the website of the Department of Official Languages [www.languagesdept.gov.lk](http://www.languagesdept.gov.lk). The results will not be informed personally to each candidate and result will be released through the above website only (The result can only be checked by the examination number and therefore it will be advisable to note down the examination number.)

04. Examination centers will be established in each province in the Island for the written examination and the list of towns and town numbers are indicated in Annexure 01. If the number of candidates insufficient for any examination center, such examination center will be cancelled and the candidates will be referred to the next examination center according to their second/third choice. The district of the town in which the candidate sit for the written examination will be applied for the oral examination too. Therefore the town/towns which have been applied as examination centers by the candidates will not be allowed to change later.

05. The application should be in the form of the specimen appended to this notification with the recommendation of the Head of the Institution and his/her official seal should be sent by registered post to reach the "Commissioner General of Examination, Organization and Foreign Examination Branch, Department of Examination, Pelawatta, Battaramulla" on or before 08th April 2013. The title "Official Language Proficiency Examination 2013 April/May" should clearly be written on the top left hand corner of the envelope which the application is enclosed.

06. Candidates should submit their application according to the sub joined form on A4 size paper application as follows No. 1-6 should be in the first page and balance should be in the second page. Applicant should fill the application on their own hand writing clearly.

07. Applications which do not conform to the specimen, contradictory of instructions, incomplete and received after the closing date will be rejected. When the applications are prepared, the name which is mentioned in the heading should be written in English in addition to Sinhala in Sinhala application forms and in English in addition to Tamil in Tamil application forms. It will be advisable for you to keep a photocopy of the application. The language and the level applied will not be allowed to change later.

08. An examination fee will not be charged from the candidates who sit for any level of Proficiency Examination for the first time. A fee of Rs. 300 will be charged from the other candidates. These candidates should pay their fees to any District or Divisional Secretariat in the Island and the receipt obtained to the candidate's name should be pasted securely in the relevant cage of the application. The exam fees should be credited to the Revenue Head "20.03.99.00- Other Revenue".

09. As soon as admission cards are issued to applicants a notice to that effect will be published in the news papers by the Department of examinations, Sri Lanka. A candidate who does not receive his/her admission card even after 02 or 03 days from the publishing of aforesaid notice, should immediately notify the Commissioner General of Examination with following particulars. It will be more effective for you to send your letter of request including a certified copy of the receipt which is kept with you and a copy of the postal registration receipt of the application along with a fax number, in case you are residing out of Colombo to send admissions to the Department of Examination.

10. The issuing of an admission card to a candidate should not be treated as a proof that he or she has fulfilled the required qualification to sit for the Examination.

11. In the Examinations conducted by Department of Examination, the National Identity Card issued by the Commissioner of Registration of Persons and Valid Passport are only acceptable as the documents of identification at the examination centre. In case of a candidate who failed to prove their identity, but has sat for the examination, results will be issued for such candidates only after the confirmation of their identities by an inquiry.

12. the post and the place of service of a candidate at the time of the examination are relevant to all purposes in respect of the examination and any changes regarding that not will be considered after the sending of application.

13. The decision of the Commissioner General of Examination and/or Commissioner of Official Languages regarding the matters not mentioned above, relevant to the written examination will be final.

14. The candidates are bound by the rules and regulations imposed by the Commissioner General of Examinations in respect of the conducting of written examination. If a candidate violates such rules or regulations, he or she will have to undergo a punishment imposed by the Commissioner General of Examinations.

15. For further details please contact 011-2889506, 011-2888934-220. Issue relating to admission should be directed to the Department of Examinations. Tele. : No. 011-2785230, 011-2177075.

J. D. C. JAYASINGHE,  
Commissioner of Official Languages.

Department of Official Languages,  
"Bhasha Mandiraya",  
No. 341/7, Kotte Road,  
Rajagiriya,  
22nd February, 2013.

For Office use only  
.....

DEPARTMENT OF EXAMINATION SRI LANKA / DEPARTMENT OF OFFICIAL LANGUAGES

WRITTEN EXAMINATION FOR OFFICIAL LANGUAGE PROFICIENCY 2013 (APRIL/MAY) SINHALA/TAMIL LEVEL - I, II, III

(Expecting towns and town number sit for the examination relevant to Annexure 01 of the Notice)

|   | Town | Town No. |
|---|------|----------|
| 1 |      |          |
| 2 |      |          |
| 3 |      |          |

Language Applied :

Sinhala - 2 ☐  
Tamil - 3 ☐

(Indicate the relevant number in the cage)

Level Applied :

Level I (Advance Level) - 1 ☐  
Level II (Intermediates Level) - 2 ☐  
Level III (Introductory Level) - 3 ☐

(Indicate the relevant number in the cage)

1. Name of the Applicant : \_\_\_\_\_.

(In English capital letters)

(Eg.- GAMINI H. W.)

2. Name denoted by initials : \_\_\_\_\_.

(In English capital letters)

3. Address :

(i) Official Address : \_\_\_\_\_.

(In English capital letters) (Admission card, result and certificate will be sent to this address)

(ii) Permanent Address : \_\_\_\_\_.

(In English capital letters)

## 4. District :

(i) District which include the service center :\_\_\_\_\_.

(In English capital letters)

(ii) District No. :

(According to annexure 01)

## 5. Sex :

Male - 0

Female - 1

(Indicate the relevant number in the cage)

## 6. National Identity Card No. :

## 7. Telephone No. :

## 8. Date of birth : Year :

Month :

Date :

## 9. Your post :

(i) Full name of the designation/Name of the service :\_\_\_\_\_.

(ii) The service which the post belongs to :

Public Service - 1

Provincial Public Service - 2

Semi Government - 3

Other - 4

(Indicate the relevant number in the cage)

## 10. Did you sit for the Language Proficiency Examinations which are held before relevant to this level ? Yes/No, If Yes :

Index No. :\_\_\_\_\_ Exam date :\_\_\_\_\_.

## 11. Details of the receipt : If paid the examination fees :

(i) Name of the institute which you have paid the examination fees :\_\_\_\_\_.

(ii) Receipt number and date :\_\_\_\_\_.

If you have paid the examination fees, according to the paragraph No. 08  
of the *Gazette* Notification. The receipt should be affixed here.  
It will be advisable to keep a copy with you.

I hereby certify that the above particulars are true and I haven't applied for this examination or any other level in respect of this language and, I further declare that I shall abide by the rules and regulations imposed by the Commissioner General of Examinations and/or Commissioner of Official Languages in respect of this examination.

\_\_\_\_\_,  
(Signature should be placed in the presence of the Head of the Institution).

Name :\_\_\_\_\_.

Signature :\_\_\_\_\_.

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

## CERTIFICATE OF THE HEAD OF THE INSTITUTION

I hereby certify that the above applicant is employed in this office and that the particulars in paragraphs 1 to 11 in this application are true. He/She placed his/her signature in my presence on .....

\_\_\_\_\_,  
Signature.

Name :\_\_\_\_\_.

Designation :\_\_\_\_\_.

Official Frank :\_\_\_\_\_.

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

EXAMINATION CENTER OF DISTRICT/TOWN AND TOWN AND DISTRICT NO.

| Province               | District     | District No./Town No. |
|------------------------|--------------|-----------------------|
| Western Province       | Colombo      | 1                     |
|                        | Gampaha      | 2                     |
|                        | Kalutara     | 3                     |
| North Western Province | Kurunegala   | 4                     |
|                        | Chilaw       | 5                     |
| Southern Province      | Galle        | 6                     |
|                        | Matara       | 7                     |
|                        | Hambantota   | 8                     |
| Sabaragamuwa Province  | Rathnapura   | 9                     |
|                        | Kegalle      | 10                    |
| Uva Province           | Badulla      | 11                    |
|                        | Monaragala   | 12                    |
| Central Province       | Kandy        | 13                    |
|                        | Matale       | 14                    |
|                        | Nuwara-Eliya | 15                    |
| North Central Province | Anuradhapura | 16                    |
|                        | Polonnaruwa  | 17                    |
| Northern Province      | Jaffna       | 18                    |
|                        | Vavuniya     | 19                    |
|                        | Mllaitivu    | 20                    |
|                        | Kilinochchi  | 21                    |
|                        | Mannar       | 22                    |
| Eastern Province       | Trincomalee  | 23                    |
|                        | Batticaloa   | 23                    |
|                        | Ampara       | 25                    |

Examination Procedure :

| Medium  | Level     | Number of papers | Time     | Minimum marks to be obtained for a pass |       |
|---------|-----------|------------------|----------|---|-------|
|         |           |                  |          | Written                                 | Oral  |
| Sinhala | Level III | 01 paper         | 02 hours | 16/40                                   | 24/60 |
| Sinhala | Level II  | 01 paper         | 03 hours | 28/70                                   | 12/30 |
|         |           | 02 paper         | 03 hours |   |       |
| Sinhala | Level I   | 01 paper         | 03 hours | 28/70                                   | 12/30 |
|         |           | 02 paper         | 03 hours |   |       |
| Tamil   | Level III | 01 paper         | 02 hours | 16/40                                   | 24/60 |
| Tamil   | Level II  | 01 paper         | 03 hours | 28/70                                   | 12/30 |
|         |           | 02 paper         | 03 hours |   |       |
| Tamil   | Level I   | 01 paper         | 03 hours | 28/70                                   | 12/30 |
|         |           | 02 paper         | 03 hours |   |       |

**SPECIAL LIMITED COMPETITIVE EXAMINATION  
FOR FILLING GRADE III VACANCIES OF THE SRI  
LANKA ACCOUNTANTS' SERVICE IN THE  
NORTHERN AND EASTERN  
PROVINCES - 2012(2013)**

THE words "Examination will be held in April 2013 in Colombo and in Jaffna by the Commissioner General of Examinations" mentioned under the date of Examination in the Notice published under the Special Competitive Examination for filling Grade III vacancies of the Sri Lanka Accountants' Service in the Northern and Eastern Provinces 2012(2013) published in the Part II(A) of the *Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1,798 dated 15th of February 2013, shall be replaced with "Examination will be held in March/April 2013 in Colombo or in Jaffna by the Commissioner General of Examinations".

03-421/1

**SPECIAL LIMITED COMPETITIVE EXAMINATION  
FOR FILLING GRADE III VACANCIES OF THE SRI  
LANKA ACCOUNTANTS' SERVICE IN THE  
NORTHERN AND EASTERN PROVINCES - 2012**

THE words "The number of vacancies to be filled through this examination in the Northern and Eastern Provinces is 63" mentioned in Para 3.1 of Section 3, under the conditions of service in the notice published under the Special Competitive Examination for filling Grade III vacancies of Sri Lanka Accountants' Service in the Northern and Eastern Provinces - 2012 published in the Part II(A) of the *Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1,755 dated 20th of April, 2012, shall be replaced with "the number of vacancies to be filled through this examination in the Northern and Eastern Provinces is 32".

03-421/2

**DIRECT RECRUITMENT TO THE GRADE III OF  
SRI LANKA ACCOUNTANTS' SERVICE TO FILL  
VACANCIES IN THE NORTHERN AND EASTERN  
PROVINCES ON MERIT BASIS ON PROFESSIONAL  
QUALIFICATIONS - 2012 (2013)**

APPLICATIONS are called for recruitment to the post of Accountant Grade III of Sri Lanka Accountants' Service for Northern and Eastern Provinces as per para 7.4 of the Service Minute of the Sri Lanka Accountants' Service published in the *Extraordinary Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1670/33 dated 10.09.2010. The applications prepared in accordance with the specimen form given below should be sent by registered post addressed to the Deputy Secretary to the Treasury (A), General Treasury, Ministry of Finance and Planning, Colombo 01 on or before 08.04.2013. The words "**Application for direct recruitment to the posts of Accountant Grade III of the Sri**

**Lanka Accountants' Service for Northern and Eastern Provinces"** should be written on the top left hand corner of the envelope enclosing the application.

02. *Method of Recruitment* :- Officers will be selected on marks scored by them at the structured interview conducted by a Board of Interview appointed by the Public Service Commission after calling for applications from persons who possess following qualifications, in order to fill 09 vacancies in Grade III of the Sri Lanka Accountants' Service. The Candidates should face the structured interview in Tamil Medium.

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

3.1. Those who are selected should serve at least 10 years in the Northern and Eastern Provinces from the date of appointment. Failure to do so would result in termination of their service.

3.2. Applications of the candidates are liable to be revoked if the candidates fail to assume duties of the post on the prescribed date and/or refuse or avoid to assume duties in the post or in an area stipulated.

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

*Structure and monthly salary scale :*

Monthly salary scale as per salary code SL 1 - 2006 of the Public Administration Circular No. 6/2006 dated 25.04.2006.

Monthly salary scale - SL 1 - 2006 - Rs. 22,935 - 10X645 - 8X790 - 17 X 1050 - Rs. 53,555.

05. *Professional Qualifications :*

(i) Should have passed the Final Examination of the Institute of Chartered Accountants of Sri Lanka ;

*or*

(ii) Should have passed the Final Examination of an Institute of Chartered Accountants in a Commonwealth Country ;

*or*

(iii) Should have passed the Final Examination of an Institute of Chartered Management Accountants in a Commonwealth Country ;

*or*

(iv) Should have passed Final Examination of the Institute of Chartered Certified Accountants ;

*or*

(v) Should have passed the final Examination of Association of Chartered Certified Accountants of United Kingdom.



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

(b) Professional Qualifications - Maximum Marks -50

07. *Other Qualifications* :-

- (i) Should be a citizen of Sri Lanka,
- (ii) Should be of excellent moral character,
- (iii) A person holding priesthood in any of the religious sects will not be eligible to face the structured interview as per 7.4.3.3 of the service minute of the Sri Lanka Accountants' Service,
- (iv) Date of eligibility.

A candidate will be deemed to have fulfilled necessary qualifications for appointment to the service if he/she has completed the above mentioned qualifications in all aspects as at the closing date of the application. Copies of certificates should be attached to the application in support of qualifications.

08. *Age Limit*. - Candidate should be not less than 22 years of age and not more than 35 years of age as at the closing date of the application.

09. Candidates should forward following documents along with the application

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

10. Structured making scheme relating to the direct recruitment on merit.

(a) Educational Qualifications - Maximum Marks - 20

| <i>Educational Qualification</i>                                   | <i>Marks</i> |
|--|--------------|
| (i) General Degree   | 08           |
| (ii) Special Degree  | 09           |
| (iii) General Degree with 2 <sup>nd</sup> Class                    | 09           |
| (iv) Special Degree with 2 <sup>nd</sup> Class                     | 11           |
| (v) General Degree with 1 <sup>st</sup> Class                      | 11           |
| (vi) Special Degree with 1 <sup>st</sup> Class                     | 12           |
| (vii) Postgraduate Diploma   | 13           |
| (viii) Postgraduate Diploma with Accounts or Auditing as a subject | 15           |
| (ix) M.A. or Above   | 15           |
| (x) M.A. or Above with Accounts or Auditing as a subject           | 20           |

*Professional Qualification* *Marks*

- (i) Should be a Diploma Holder in Accountancy or Commerce as a subject obtained from the Sri Lanka Technical College /Sri Lanka Institute of Higher Technical Education. 15
- (ii) Pass in the Licentiate / Intermediate examination of The Institute of Chartered Accountants of Sri Lanka Stage II Examination of the Institute of Chartered Institute of Management Accountants. A pass in the Professional Part I of the Association of Chartered Certified Accountants. 20
- (iii) A Pass in Final Part I examination of the Institute of Chartered Accountants of Sri Lanka, A pass in the Stage III examination of Chartered Institute of Management Accountants of a pass in the Professional Part II examination of the Association of Chartered Certified Accountants. 30
- (iv) Should have obtained the Associated Membership of the Institute of Chartered Accountants of Sri Lanka, Chartered Institute of Management Accountants or Association of Chartered Certified Accountants or any other recognized professional qualifications. 40
- (v) Possession of a fellowship of the Institute of Chartered Accountants of Sri Lanka or Chartered Institute of Management Accountants or Association of Chartered Certified Accountants or any other Recognized professional qualifications. 50

(c) Computer Literacy - Maximum Marks - 10

| <i>Computer Literacy</i>   | <i>Marks</i> |
|--|--------------|
| (i) Computer Driving License awarded by the Sri Lanka Institute of Development Administration  | 4            |
| (ii) A pass in a Computer Course of not less than 3 months and possession of Certificate from an Institute recognized by the Tertiary and Professional Education Commission. | 5            |
| (iii) A Computer Diploma awarded by the National Institute of Business Management  | 6            |
| (iv) A Computer Diploma awarded by an University   | 8            |
| (v) Any other qualification higher than that of IV above.  | 10           |

(d) By the Board of Interview - Maximum Marks - 05

These marks will be awarded by the Board of Interview based on the skills shown when facing the interview.

(e) 05 marks for each year for working experience in the respective field Maximum Marks - 15

Total Marks - 100

"Marks will be given after perusal by an Interview Board approved by the Public Service Commission."

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

#### 12. Method of Application :

(a) The application should be prepared by the candidate himself/herself strictly in accordance with the specimen form given in this notification on A 4 sheet of paper size.

(b) Item No. 01 to 05 of the application should be on the first page. The application should be in the Language in which the candidate is eligible to face the interview. However, the heading should be written in English (Block Capitals) when preparing the application in addition to Tamil Language.

(c) Incomplete applications are liable to be rejected. No appeal will be considered in respect of loss of application in the post and the application received after the closing date.

(d) If any of particulars furnished by candidate is found to be incorrect and has been done so within his/her knowledge or that he/she has willfully suppressed a material fact he/she will be liable to be disqualified to receive an appointment. If already in service they shall be liable to be dismissed.

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

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

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

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

By the order of the Public Service Commission,

P. B. JAYASUNDERA,  
Secretary,  
Ministry of Finance and Planning.

General Treasury,  
Ministry of Finance and Planning,  
Colombo 01,  
On this 08th day of March 2013.

#### Direct Recruitment to the Grade III of Sri Lanka Accountants' Service to fill Vacancies in the Northern and Eastern Provinces on Merit Basis on Professional Qualifications - 2012 (2013)

No.

(For Office use only)

Medium of interview :  
Tamil- 1,

(Please write relevant number in the cage)

01. 1.1 Name with initials : Mr./Mrs./Miss : \_\_\_\_\_.  
(In Capital letters ) Ex : Mr. SILVA, A.B.

1.2 Full Name : \_\_\_\_\_.

(In Tamil)

1.3 Full Name : \_\_\_\_\_.

(In English Capital letters)

1.4 National Identity Card No :

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

02. 2.1 Permanent Address : \_\_\_\_\_.

2.2 Official Address : \_\_\_\_\_.

(An officer in the Public or Provincial Public Service should give his official address. Any change of address should be communicated immediately.)

03. 3.1 Date of Birth : \_\_\_\_\_.

3.2 Age as at 08.04.2013 :

Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.

(Closing date of the application)

04. Gender :

|      |        |
|------|--------|
| Male | Female |
|------|--------|

05. Whether married or Single :

|         |        |
|---------|--------|
| Married | Single |
|---------|--------|

06. Highest Examination passed in Language Proficiency :

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

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

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

| Post | from | to | Annual Salary (Rs.) | Reason for termination of employment |
|------|------|----|---------------------|--------------------------------------|
| (1)  |      |    |                     |                                      |
| (2)  |      |    |                     |                                      |
| (3)  |      |    |                     |                                      |
| (4)  |      |    |                     |                                      |
| (5)  |      |    |                     |                                      |

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

10. Any further particulars :———.

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

(1) \_\_\_\_\_

(2) \_\_\_\_\_

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

\_\_\_\_\_,  
Signature of Candidate.

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

#### CERTIFICATE OF THE HEAD OF DEPARTMENT

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

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

\_\_\_\_\_,  
Signature and the Official Seal  
of the Head of the Department.

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

03-422

#### Amendment

#### MINISTRY OF PUBLIC ADMINISTRATION AND HOME AFFAIRS

THE Gazette of the Democratic Socialist Republic of Sri Lanka published on 01st March, 2013 Gazette No. 1,800 on Part I Section (IIA) under the Section Examination, Results of Examination &c., should be Amended as follows :

“Open Competitive Examination for Recruitment to Grade II Class II of Sri Lanka Scientific Service - 2013 the Closing Date of Calling Applications of the aforesaid examination will be extended up to 15.03.2013”.

On the order of the Public Service Commission.

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

Ministry of Public Administration and Home Affairs,  
Independence Square,  
Colombo 07,  
05th March, 2013.

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