

N. B.— Part I:II (A), II, IV(A) and IV(B) of the Gazette No. 2328 of 12.04.2023 were not published.



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අංක 2,329 – 2023 අප්‍රේල් මස 21 වැනි සිකුරාදා – 2023.04.21
No. 2,329 – FRIDAY, APRIL 21, 2023

(Published by Authority)

PART I: SECTION (IIA) – ADVERTISING

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

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- Note.**— (i) Anti Corruption Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of March 31, 2023.
- (ii) National Eye Bank Trust of Sri Lanka Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of April 06, 2023.

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 12th May, 2023 should reach Government Press on or before 12.00 noon on 28th April, 2023.

Electronic Transactions Act, No. 19 of 2006 - Section 9

"Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the Gazette, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the Gazette."

GANGANI LIYANAGE,
Government Printer.

Department of Govt. Printing,
Colombo 08,
02nd January, 2023.

This Gazette can be downloaded from 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.

Examinations, Results of Examinations &c.,

HEALTH MINISTRY

Departmental Examination for preliminary Grade Medical Officers and Dental Surgeons - March 2023

IT is hereby notified that the Departmental Examination should be passed by Medical Officers in Preliminary Grade before promotion to grade II during a period of two years & Dental Surgeons before confirmation in the service during a period of three years from the date of appointment to such post as per section 08 of the Medical Service Minute of Sri Lanka in the Health Services published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No. 1883/17 of 11.10.2014, will be held on **25/06/2023** in Sinhala, Tamil & English medium. The venue and the time of the examination will be notified along with the admission card.

02. Qualifications

Medical officers in the Preliminary Grade who have not completed the relevant examination and Dental Surgeons who are not confirmed in the service can apply for this examination. Medical officer appointed to a post in the Administrative Grade or Specialist Grade previously without having completed this examination also can apply for the above Examination.

03. Applications

Applications prepared by the candidates as per specimen appended to this Notice should be sent under registered cover to reach the Director (Examinations), Ministry of Health, No. 385, Ven. Baddegama Wimalawansa Thero Mawatha, "Suwasiripaya" Colombo 10, on or before **10/05/2023** through their Heads of Institutions. Mention "Departmental Examination for Preliminary Grade Medical Officers and Dental Surgeons - March 2023" on the top left corner of the envelope. The officer in charge of the personal files should have certified that the candidate have satisfied the qualifications required to sit for this departmental examination and the accuracy of the particulars furnished in each application should have been certified by the head of the division. One self-addressed envelope (candidate can write their official or private address) in the size of 9 x 4 inches, affixed with stamps to the value of Rs. 110.00 should be sent along with the application. (Applications which are received late, incomplete or inaccurate will be rejected without any notice).

Note : The application should be prepared using an A4 paper based on the specimen form of the application so as to recommended from 01 to 04 (e) on the first front page and from 04(f) to 09 on the second page. Applications which do not confirm to above will be rejected any information.

04. Examination fees :-

- I. Candidates who sit the examination for the first time need not pay examination fees. However in every subsequent sitting they should affix stamps to the value of Rs. 25/- per subject in the stamps cage provided for in the application and cancel same by placing their signature and the date.
- II. The fees once paid will not be allowed to transfer for any other Examination or refunded under any circumstances.

05. Admission to the Examination :-

- I. Candidates whose applications have been accepted will be issued with Admission Cards. They should duly completed and submit same to the Supervisor at the Examination centre. Otherwise they will not be allowed to sit the examination.
- II. Candidate should prove their identity to the Supervisor at the examination hall. For this purpose one of the following documents will be accepted.

- (a) National Identity Card
- (b) A formal Identity card issued by the Ministry of Health or a relevant institution
- (c) Valid Driving License
- (d) Valid Passport

III. If you did not receive your admission card due to any unavoidable reason you can trace your examination centre and the index number through the website; If you were able to trace your examination centre and the index number as mentioned above you are permitted to be presented at the examination centre in the website together with a letter attesting your signature by your immediate superior officer and sit the examination by establishment of your identity. The applicants who have received the admission card should certify their signature and should be brought. The applicants who have obtained the certification on their signature will not be entitled to face the examination. ([website - www.health.gov.lk](http://www.health.gov.lk))

06. Scheme of the Examination :-

The examination consists of four parts that is three written essay type question papers and a Sinhala/Tamil oral test. Each part carries 100 marks. A minimum of 50 marks should be obtained for each part to pass the examination and this examination could be completed in one sitting or appearing for the parts of the examination in several sittings. At the first attempt officer should appear for all relevant subjects.

07. Syllabus of the Examination

07.1. Written Examination

07.1.1. Establishment Code Question Paper

Duration 02 hours. should answer five (05) out of eight (08) questions.

Syllabus

- (i) General Regulations of the Department of Health Services in Health Ministry
- (ii) Orders and Regulations of the Public Service Commission
- (iii) Establishment Code

Part I - Chapters VI, VII, VIII, IX, XII, XIII, XIV, XV, XVI, XVII, XVIII, XXIII, XXIV, XXV, XXVI, XXVII, XXVIII, XXX, XXXI, XXXII

Part II - Chapters XLVII & XLVIII

07.1.2. Administration of Hospitals & Dispensaries Question Paper.

Duration 1 1/2 hours. Total marks 100 should answer four (04) questions out of seven (07) questions.

Syllabus

Health Manual

- I. Administration of Hospital and Public Health
- II. Management of Laboratory Services
- III. Management of Drugs

07.1.3. Accounts Question Paper

Duration 02 hours. should answer four (04) out of seven (07) questions.

Syllabus

- (i) Regulations of Stores Accounts of the Department of Health Services
- (ii) Sections of Finance in the manual of the Department of Health Services
- (iii) Financial Regulations relating to the daily routine duties of a Medical Officer of Health

Chapter I - F.R 1, 2, 78

Chapter II - F.R 90, 91, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 113, 115, 118, 119

Chapter III - F.R 124, 125, 126, 127, 128, 131, 133, 134, 135, 136, 137, 138, 139, 140, 142, 143, 151, 152, 154, 155, 156, 189

Chapter V - F.R 200, 201, 215, 225, 238, 245, 255, 257, 260

Chapter VI - F.R 380, 381, 382, 383, 384, 385, 386, 388, 389, 390, 391, 392, 393, 394

Chapter VII - F.R 488, 493

Chapter XIII - F.R 715, 716, 756, 757, 758

Procurement Guideline

Chapter 1 - All sections

Chapter 2 - Section number - 2.3, 2.4, 2.5, 2.6, 2.7, 2.8

Chapter 3 - Section number - 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9

07.2. Viva Voce - Sinhala/Tamil

This oral test is conducted by the staff officers of the Department to measure the proficiency in Sinhala/Tamil. Ability of the Sinhala medium officers to communicate in Tamil medium and the ability of the Tamil medium officers to communicate in Sinhala medium regarding the matters that arise while discharging their normal duties is tested. Duration 10 minutes

08. To follow the Regulations Related to Examination Procedure :-

Candidates are warned against copying or attempting to copy from the script of another candidate or from any book or paper or notes whatsoever. No candidate should attempt to look at the script of another candidate and should not help any candidate either help another candidate or obtain help from another candidate or person. Further mobile phones & the similar electronic equipments should not be used. Any candidate who disregards this rule is liable to punishment.

09. Please bring the contents of this circular to the notice of all relevant officers in your Division/Specialized Campaign/Institution. The information is also available in the website - www.health.gov.lk

N.B. - In case of any inconsistency between the texts Sinhala, Tamil and English the text in Sinhala Language shall prevail.

S. JANAKA SRI CHANDRAGUPTHA,
Secretary.

Ministry of Health,
"Suwasiripaya",
No. 385,
Ven. Baddegama Wimalawansa Thero Mawatha,
Colombo 10.
11th April, 2023.

Specimen Form of Application

For Office Use Only

**DEPARTMENTAL EXAMINATION FOR PRELIMINARY GRADE
MEDICAL OFFICERS AND DENTAL SURGEONS - MARCH - 2023**

01. (a) (i). Full Name of the Applicant (In Sinhala) :

(ii). Full Name of the Applicant (In English Capital Block Letters) :

(iii). Name with initials (In Sinhala) :

(iv). Name with initials (In English Block Letters) :

(b) (i). Designation (Please mark (✓) in relevant cage) :

I. Medical Officer : ☐

II. Dental Surgeon : ☐

(ii). Date of Internship Appointment :

(iii). Date of appointment to the Preliminary Grade/Grade II :

02. Subjects offered (Mark '✓' within the cages against the subjects you offer in this Examination. Mark "X" against the subjects not offered) :

Admin. of Hospitals and Dispensaries : ☐ Establishment Code : ☐ Accounts : ☐

Sinhala Viva Voce : ☐ Tamil Viva Voce : ☐

03. Medium you sit for the examination (Mark '✓' in relevant cage)

Sinhala : ☐

English : ☐

Tamil : ☐

04. (a) (i) Present Station :

(ii) This Institution belongs to : Line Ministry : ☐

Provincial Council : ☐

(b) (i). If Provincial Council mention the Province :

(ii). District of the Present Station :

(c) (i). Mobile Telephone No. :

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(ii). E-Mail Address :

(d) National Identity Card No. :

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(e) Please mark “√” in the relevant cage of the examination centre you prefer out of the following centers. (If any or several examination centers, out of those given below, would be cancelled due to a departmental requirement or due to absence of a sufficient number of candidates. In such an instance, the candidates already attached to such centers would be re-attached to a closest examination centre or to another centre as decided by the Director General of Health Services).

Colombo		Kandana		Hambantota		Ampara	
Kalutara		Galle		Badulla		Vavuniya	
Kurunegala		Anuradhapura		Rathnapura		Polonnaruwa	
Kandy		Batticaloa		Jaffna		Trincomalee	

(f) Whether self-addressed envelope in the size of 9x4 inches with stamps affixed to the value of Rs. 110.00 has been attached to the application to post the Admission Card? :

(g) (i). Postal Address to post the Admission Card (In Sinhala) :

(ii). Postal Address to post the Admission Card (In English) :

05. (a) Whether you sit for the examination for the first time ? :

(b) If not so, have you affixed stamps to the application? :

Stamp Cage

06. Certificate of the Candidate :

(i). I, do hereby certify that the particulars furnished by me in this application are true and accurate to my knowledge and I need not affix stamps since, I sit the Examination for the first time/have affixed stamps to the value of Rs..... since I repeat the Examination,* and the stamps affixed by me to the application are genuine and not used.

(ii). I, agree to abide by the rules and regulations stipulated by the Ministry of Health, for the conduct of this Examination and if I was found ineligible in accordance with the scheme of the Examination I agree with whatever decision taken for the cancellation of my candidature.

.....
Signature of the candidate.

Date :

07. Certification of the officer who handle the Personal File :

I, certify that this application has been delivered to me before/pass the last date of receipt and that the application has correctly completed this application as per the information in the personal file and that he has met the qualifications required to appear for departmental examination and that a copy of this application has been filed in the personal file.

.....,
Name and Signature.

Date :

08. Certification of Head of Institution :

I, certify that Mr.*/Mrs.*/Miss* serves as a in this institution, and the particulars furnished by him/her in the application are correct according to the particulars in his*/her* personal file, and he*/she* sit the examination for the first time and he*/she* is eligible to sit this examination and he*/she* placed his*/her* signature in my presence.

.....,
Signature of the Head of Institution.
(Rubber Stamp)

Date :

09. Certificate of the Head of Decentralized Unit/Specialized Campaign :

Mr.*/Mrs.*/Miss* serves as a Medical Officer*/Dental Surgeon* in my Division/Campaign* and the particulars furnished by him*/her* in the Application are correct in accordance with the particulars available in his*/her* personal file and he*/she* is eligible to sit for the Examination.

.....,
Signature of Head of Decentralized Unit/
Specialized Campaign (Frank/Rubber Stamp).

Date :

(* - Delete words which are inapplicable)

PUBLIC SERVICE COMMISSION

Ministry of Finance, Economic Stabilization and National Policies

GOVERNMENT VALUATION DEPARTMENT

Limited Competitive Examination for Recruitment to the Post of Valuer of Class I Grade III of Staff Officer Grade in Sri Lanka Valuation Service – 2023

APPLICATIONS are called from the Assistant Valuers of this Department who satisfy the following qualifications for the limited competitive examination to fill the 21 vacancies of Valuer of Class I Grade III in the Government Valuation Department.

The examination will be held by the Commissioner General of Examination in August 2023, only in Colombo. Public Service Commission reserves the right of postponing or cancelling the said examination.

Closing date of the application is **22.05.2023**

01. Conditions of the service and the recruitment :

- I. This post is permanent and pensionable. The contribution to the Widow's/ Widower's and Orphans Pension Scheme should be made. (Public Administration Circular No. 21/2017 is applicable for the officers appointed after 01.01.2016).
- II. This appointment shall be subject to the Acting Service for a period of one year.
- III. Officers who are recruited to this post should obtained the proficiency in the relevant official language or languages in terms of Public Administration Circular No. 18/2020 dated 16.10.2020.
- IV. This appointment is subject to the procedural Rules of the Public Service Commission, Provisions of the Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the government, Provisions of the Sri Lanka Valuation Service Minute (hereinafter referred to as "Service Minute") Published in the *Extraordinary Gazette* No. 2142/75 dated 27.09.2019, other departmental orders and orders issued and to be issued by the government.
- V. The language in which you are qualified for the appointment shall be the language mentioned in your application.

02. Salary Scale :

As per the Public Administration Circular No. 03/2016 dated 25.06.2016, the monthly salary scale entitled to this post is Rs. 47,615 – 10x1,335 – 8x1,630 – 17x2,170 – Rs. 110,895 (SL1-2016 salary scale)

03. Qualifications :

I. Educational Qualifications :

Should possess the Bachelor of the Science Special Degree in Estate Management and Valuation recognized by the University Grants Commission of Sri Lanka and should be an officer in the post of Assistant Valuer;

Or

Be a Chartered Valuer with the membership of the Royal Institution of Chartered Surveyors in the United Kingdom and shall be an officer in the post of Assistant Valuer.

II. Experience :

Should have completed five (05) years of active and satisfactory service under Class III Grade II of Service Minute No. 1499/5 dated 28.05.2007 and Class II Grade II of Service Minute No. 2142/75 dated 27.09.2019 and earn and obtain five (05) salary increments;

Or,

Should be an officer in the post of Assistant Valuer under Class III Grade I of Service Minute No. 1499/5 dated 28.05.2007 and Class II Grade I of Service Minute No. 2142/75 dated 27.09.2019.

III. Other Qualifications :

- (a) Should have been confirmed in the post of Assistant Valuer ;
- (b) Should have passed in the relevant Efficiency Bar Examination or exempted from it.
- (c) Should not have been subject to a disciplinary punishment as per the provisions set out in the Public Service Commission Circular No. 01/2020 on the closing date of application.
- (d) Every application should fulfill all the qualifications for the post on or before obtaining the admission card of the examination.

04. Age Limit :

Not applicable.

05. *Method of Recruitment to the Service :*

Recruitment will be made on the result from the written examination and the general interview to evaluate the eligibility. Marks will be given in the interview and the relevant basic qualifications will be tested in the said interview.

Applicants will be called for the eligibility evaluation interview based on the merits of 50% minimum marks earned from each exam paper in the limited examination and the double count of the number of vacancies. (Name list of the applicants will be prepared and issued in alphabetic order by the Commissioner General of Examination).

Recruitment will be made on the existing number of vacancies and the merits order of the marks issued by the interview panel appointed by the Public Service Commission to examine the results of the written examination and the eligibility.

The effective date of the appointment will be decided by the Public Service Commission as per the Procedural Rules of the Public Services Commission Published in the *Gazette Extraordinary* No. 2310/29 dated **14.12.2022**.

06. **Examination Procedure :**

You should pass in the 02 written examination papers of the recruitment. The detail of the exam is as follows:

<i>Exam Paper</i>	<i>Duration hours/ Minutes</i>	<i>Minimum marks to pass</i>	<i>Maximum marks</i>
<i>Subject related question paper (Multiple choice questions)</i>	<i>01 hour</i>	<i>50</i>	<i>100</i>
<i>Subject related question paper (For the essay type answers)</i>	<i>02 hours</i>	<i>50</i>	<i>100</i>

- (a) Subject related question paper (Multiple Choice Questions) – This paper will contain **not** more than 50 multiple choice questions, pertaining to subjects expected to be covered a Bachelor of Science Degree in Estate Management and Valuation.
- (b) Subject related question paper (for essay type answers) – This paper will contain essay type questions to examine the knowledge pertaining to the experience of the candidate, and Valuation Principles, knowledge on Statutory provisions and procedures and knowledge on estate, markets, urban development and land development economy.

N.B :

This examination will be conducted in Sinhala, Tamil and English. The medium applied for the examination will not be allowed to change subsequently.

- Marks shall be deducted for illegible handwriting and spelling mistakes.
- The Commissioner General of Examination shall issue the admission cards to all candidates whose applications have been received. However, admission to the examination does not constitute having obtained all qualifications for the examination.

07. Eligibility evaluation interview :

Marks shall be given based on the following criteria :

<i>Serial No.</i>	<i>Subject</i>	<i>Minimum Marks to Pass</i>	<i>Maximum marks</i>
01	<p>Additional Educational Qualifications (in the field of the post)</p> <p>1.1 MSc. in Real Estate Management & Valuation) obtained from University of Sri Jayewardenepura.</p> <p><i>Or,</i></p> <p>M.Sc in Real Estate Management obtained from the University College of Real Estate Management affiliates to University of Reading, UK).</p> <p>1.2 Post Graduate Diploma in Real Estate Management obtained from University of Sri Jayewardenepura. (Marks shall be provided only for the maximum qualification)</p>	<p>35</p> <p>20</p>	35
02	<p>Additional Professional Qualification :</p> <p>(For the membership of Professional Institute of the relevant field.)</p> <p>2.1 Membership in the institute of Valuers of Sri Lanka (10 marks)</p> <p><i>Or,</i></p> <p>2.2 Government approved Certificate obtained for research study on valuation from a local or foreign Institution (Maximum 15 marks – 5 marks per each course of study)</p>	<p>10</p> <p>15</p>	25
03	<p>Additional experience:</p> <p>Marks will be given for the first completed basic qualifications mentioned in 03.II above and the active and satisfactory service period counted from the date of such completion. (Service period of Class II Grade I of Sri Lanka Valuer service) (755/660) + (Service period of Class II Grade II of Sri Lanka Valuer service)</p> <p>Marks will be given as equal proportion for service periods containing maximum duration counted as mentioned above.</p> <p>* N.B I – The service period referred to here is the active and satisfactory service Period.</p> <p>* N.B II – The service period of Grade shall be counted from the date on which the officer fulfilled the relevant Grade for the inclusion in terms of the provisions of Section 14 of the Service Minutes.</p>		25

<i>Serial No.</i>	<i>Subject</i>	<i>Minimum Marks to Pass</i>	<i>Maximum marks</i>
04	Other Qualification:		10
	<p>3.1 Career Performance:</p> <p>Assessment of total points earned in the last 05 years as per the Departmental Performance Appraisal.</p> <p>01. Exceptional Performance (Generally above 17.5 monthly) – (10 marks)</p> <p>02. Good Performance level (Generally 12.5 – 17.49 monthly) – (07 marks)</p> <p>03. Satisfactory performance level (Generally 10.0 – 12.49 monthly) – (05 marks)</p> <p>(Marks will be counted based on the general monthly rate and its assessment will be included maximum 10 and minimum 05)</p>		
05	For the merit shown in the interview		05
	Gross total		100

08. Method of application :

- (I) Specimen Application is appended to this notification. It should be perfected by the applicants in such form with their own handwriting. Each section of the application should be perfected by the applicants as instructed, and any Section that do not apply to him/her should be noted as “Not Applicable”. It should be kept in mind that leaving blank columns in the application may result in rejection. Applications should be prepared on A-4 size paper using both sides on which the first page should appear with the subjects from 01 to 05 of the specimen application, the second page should appear with the subjects from 06 to 11 and the third page should appear with the rest of the subjects. The title of the examination appearing in the specimen shall be indicated in English as well, on both Sinhala and Tamil application. It is advisable to keep a photocopy of the application duly filled.

Closing date of application :

- (II) The completed applications should be sent by registered post to reach on or before **22.05.2023** to “Commissioner General of Examinations, Organizations Examination Branch, Department of Examinations, P. O. Box 1503, Colombo”. Applications received after the said date shall be rejected. On the top left corner of the envelope containing the application, the name of the examination “Limited competitive examination for the recruitment of Class I Grade III of the post of Valuer” should be clearly stated.

Examination fees :

- (III) The examination fee of Rs. 1200/- should be paid before the closing date of applications only at any Post /Sub Post Office to be credited to Revenue Head 20-03-02-13 of the Commissioner General of Examination and the receipt obtained thus should be affixed in the relevant cage of the application form.

Submission of application :

- (IV) Applications should be submitting through the Chief Valuer of the Department of Valuation to reach the Commissioner General of Examination on or before **22.05.2023** and the applicants are requested to submit their applications to the Chief Valuer without procrastination. The applications submitted after the due date will be rejected. Applications of the applicants who are currently in the public service may be rejected unless the signature of the Head of the relevant Department/ Institution and the official seal are placed on the certification of the signatures of the applicants.

Attestation of Applications :

- (V) The signature of an applicant should be certified by the Head of the relevant Department or an officer authorized to do so, on his/her behalf.

N.B: Any complaint regarding loss or delay of the application or related document during postal service will not be accepted. Applicants are responsible solely for the consequences of the applications delayed until the closing date.

09. Admission to the examination :

- (I) The Commissioner General of Examinations, with the assumption that applications are submitted by the applicants who satisfy the qualification required in the *Gazette notification*, will issue Admission Cards to all applicants who have paid the due examination fees and sent the application perfected mentioning the language medium and placing the signature with the attestation and the certification of the Head of the Department along with the receipt of the examination fee. A notification will be published in newspapers by the Department of Examinations as soon as the admission cards are issued to candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. The name of the examination, full name of the applicant, address and identity card number should be mentioned when informing the Department of Examination. In case of applicants outside Colombo, it will be more effective to send a letter of request to the fax number mentioned in the said advertisement furnishing a fax number to which the admission card should be sent. It would be advisable to keep a copy of the application form, copy of the receipt of examination fees and the receipt of registering the letter for the benefit of the reconfirmation of information required by the Department of Examinations.

Attestation of Admission Cards :

- (II) The signature of an applicant should be certified by the Head of the relevant Department or an officer authorized to do so, on his/her behalf.

Sitting for examination :

- (III) Each candidate sitting for the examination must get his or her signature attested on his/her admission card and sit for the examination at the designated examination center. Every candidate should hand over the admission card attested with his/her own signature to the Supervisor of the Examination Center on the very first day of the examination. Any candidate who fails to do so will not be permitted to sit for the examination.
- (IV) Candidates will not be informed of the receipt of the applications. Candidates are subject to rules and regulations imposed by the Commissioner of Examinations on conducting the examination and releasing the results, and they are liable to be subject to a punishment imposed by him for breach of these rules.

N.B : The issue of an Admission Card to a candidate does not mean that he or she has fulfilled the requisite qualification to sit the examination.

10. Identity of Candidates :

Candidates/Applicants will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject offers. For this purpose, any of the following documents will be accepted :

- (a) National Identity Card
- (b) A valid Passport
- (c) A valid Sri Lankan Driving License

11. Furnishing False Information :

If a candidate is found to be ineligible, his/her candidature is liable to be cancelled at any stage prior to, during or after the examination. If it is found at any stage during the service period that a candidate has furnished information with knowledge that they are false, or if he has willfully suppressed any material fact, it may be the cause for the dismissal from the service with immediate effect. Candidates who fail to submit the requirements mentioned in this notification in due date will have their candidature cancelled.

- 12. Any matter not provided in this notification will be dealt with as determined on the discretion of the Public Services Commission.
- 13. In case of inconsistency among the matters in Sinhala, Tamil and English notifications, Sinhala notification shall come into force.
- 14. Public Services Commission reserves the right not to completely or partially fill up the vacancies prescribed in this notification.

On the order of the Public Services Commission,

Secretary,
Ministry of Finance, Economic Stabilization and National Policies.

Specimen Form of Application

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POST OF VALUER OF CLASS I GRADE III OF STAFF OFFICER GRADE IN SRI LANKA VALUATION SERVICE - 2023

N.B.: On the top left corner of the envelop containing the application the name of the Examination "Limited competitive examination for the recruitment of the post of Valuer Class I Grade III" should be stated, and the application should be sent to reach the "Commissioner General of Examinations, Organizations Examinations Branch, Department of Examinations, P.O. Box 1503, Colombo"

For Office Use Only

Language medium of the examination
Sinhala - 2, Tamil - 3, English - 4
(Write the relevant number in the cage)

01. Name of the Applicant :

1.1. (In English block letters) :

1.2. Name with initials - initials should be at the end (in English block letters)
(eg: SILVA, A. B.)

1.3. Name in full (in Sinhala/Tamil)

02. Personal Address : (in Sinhala/Tamil)

(Any changes in the address, should be informed immediately)

Address to which the Admission Card should be sent (in English block letters)

.....

.....

.....

03. Sex (Male - 0, Female - 1)
(Write the relevant number in the cage)

04. No. of the National Identity Card :

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05. Mobile Phone Number :

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06. Marital Status : (Single - 1, Married - 2)
(Write the relevant number in the cage)

07. Ethnicity :
(Sinhala - 1, Tamil - 2, Indian Tamil - 3, Muslim - 4, Other - 5)
(Write the relevant number in the cage)

08. Date of Birth : Year Month Date

Age as at the closing date of the application :

Years Months Days

09. Please mention whether you are a citizen of Sri Lanka by descent or by Registration.
(If by registration, please specify).

10. Educational Qualifications :

<i>Examination/ Degree</i>	<i>Effective Date</i>	<i>University/Institution</i>	<i>Subjects</i>

11. If you are an officer of Sri Lanka Valuation Service Class III Grade II/Class II Grade II,

I. Appointment Date of Class III Grade II/Class II Grade II

II. Service period of Class III Grade II/Class II Grade II as in 22.05.2023

III. Dates on which the relevant Efficiency Bar Examination of Class III Grade II/Class II Grade II passed

IV. Date of the post confirmed for Class III Grade II/Class II Grade II

12. If you are an officer of Sri Lanka Valuation Service Class III Grade I/Class II Grade I,

I. Date of Appointment/Absorption/Promotion/of Class III Grade I/Class II Grade I

II. Service period of Class III Grade I/ Class II Grade I as in 22.05.2023 :

Years Months Days

13. Earning Salary increments

I. Date of increment

II. 2018 - Earned / Not earned / Other
2019 - Earned / Not earned / Other
2020 - Earned / Not earned / Other
2021 - Earned / Not earned / Other
2022 - Earned / Not earned / Other

III. If other, give the reason - Withholding/Reducing /Delaying/Postponing

14. Is there any departmental disciplinary inquiry against you ?

15. Have you ever been convicted in a court of law ?

16. Examination Fee : (The Original Receipt should be affixed)

- i. Post Office/Sub Post Office to which the fee was paid
- ii. Amount paid
- iii. Date of payment
- iv. Receipt No.

Affix the Original of the Receipt so as not to get detached

(Keep a Photocopy at your custody)

17. Statement by the Application :

I, hereby certify that all the information provided by me in this application are true and correct. I am aware that, if any information contained herein are found to be false or incorrect, I am liable for disqualified before appointment and dismissal from service without any compensation after appointment. I also agree to be bound by the rules and regulation imposed by the Commissioner General of Examinations with regard to conducting the examination and releasing the results.

.....,
Signature of the Applicant

Date :

18. Recommendation of the Head of Department :

I, hereby certify that Mr./Mrs./Miss
..who submits this application is known to me personally and that he/she is serving as
..... and has not been subjected to any disciplinary inquiry and that he/she has paid the prescribed examination fees and affixed the receipt herein, and signed this application in my presence on
..... 2023.

In the event the officer is selected to be appointed to the post of Valuer, Class I Grade III under the Staff Officer category, he/she can be released from the service at this Department.

.....,
Signature

Name :
Post :
Office Address :
(Place the Official Frank)
Date :