

N.B.— Parts I-III and III of the *Gazette* No. 1,756 of 27.04.2012 were not published.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

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(Published by Authority)

PART I : SECTION (IIA) — ADVERTISING

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

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

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* Notices for publication in the weekly *Gazette* of 11th May, 2012 should reach Government Press on or before 12.00 noon on 27th April, 2012.

LAKSHMAN GOONEWARDENA,
Government Printer.

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

1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility

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

7. New National Policy on Recruitment and Promotions :

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

Rules and Instructions for Candidates

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Department of Examinations,
Pefawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

SRI LANKA REGULAR AIR FORCE

Airmen/AirWomen Vacancies

VACANCIES exist in the Regular Force of the Sri Lanka Air Force for Airmen/Airwomen in the trades are given below :-

1. (a) **Trades and Educational Qualifications Required :-**

(1) *Aeronautical Engineering Trades :*

- (a) Air Frame Mechanic (Male)
- (b) Aero Engine Mechanic (Male)
- (c) Aero Electrical and Instrument Mechanic (Male)
- (d) Safety Equipment Assistant (Male)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages, Mathematics and Science. A credit pass for Mathematics/Science is essential.

(2) *General Engineering Trades :*

- (a) Air Photographer (Male)
- (b) Air Craft Welder Assistant (Male)
- (c) Armament Mechanic (Male)
- (d) General Mechanic (Male)
- (e) Motor Transport Mechanic (Male)
- (f) Surface Tech Assistant (Male)
- (g) Copper Smith and Sheet Metal Workers (Male)
- (h) Carpenter Mechanic (Male)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages, Mathematics and Science. A credit pass for Mathematics/Science will be an added qualification.

(3) *Electronics and Telecommunication Engineering Trades :*

- (a) Air Radio (Male)
- (b) Telegraph Mechanic (Male)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages, Mathematics and Science. A credit pass for Mathematics/Science is essential.

- (c) Telephonist (Male/Female)
- (d) Computer Technician (Male/Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages.

(5) *Medical Trades :*

- (a) Nursing Assistant (Male/Female)
- (b) Dental Assistant (Male/Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary pass in English language and credit passes in Sinhala/Tamil language, Mathematics Science and one other subject. Having three passes at the G. C. E. (A/L) Examination from Science Stream in one sitting (Biology/Combine Mathematics/Chemistry/Physics or Agriculture) will be an added advantage for selection and qualification for advance training under Ministry of Health Services.

(6) *Logistics Trades :*

- (a) Supplier (Male/Female)
(b) Refueller (Male)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including an ordinary pass in Sinhala/Tamil language and a credit in Mathematics/ Science/Business and Studies.

- (c) Catering Assistant (Male)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including an ordinary pass in Sinhala/Tamil language.

- (d) Mess stewards (Male/Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including an ordinary pass in Sinhala/Tamil language.

Candidates who have a credit pass in English, fluent in English and experience as a Cabin Assistant with pleasing personality will be enlisted as a Cabin Assistant.

- (e) Uniform Out Fitter (Male/Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including an ordinary pass in Sinhala/Tamil language. Operating of JUKI machine (Over lock, Button Hole, Button Attached, Double Needle, Bar Tack), cutting and designing of garments without blocks and technical knowledge on JUKI machine will be an added qualification.

(7) *Administration Trades :*

- (a) Administration Assistant (Male/Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages and a credit in Mathematics/Science/Business and Account Studies. Knowledge on computers (Microsoft Office package) will be an added qualification.

- (b) Accounts Assistant (Male/Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages and a credit in Mathematics/Business and Account Studies. Knowledge on computers (Microsoft Office package) will be an added qualification.

(8) *Operations Trades :*

- (a) Operations Air (Male)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including an ordinary pass in Sinhala/Tamil language and a credit in English language.

- (b) Fire Fighter (Male)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages.

- (c) Operation Grounds (Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including an ordinary pass in Sinhala/Tamil language.

(9) *Police Trades :*

(a) Police (Male/Female)

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary passes in Sinhala/Tamil and English languages.

(b) **Other Requirements.**— Candidates must fulfil the following General Conditions for enlistment in the Sri Lanka Regular Air Force :

- (1) *Nationality* : Must be a Citizen of Sri Lanka ;
- (2) *Age* : Not less than 18 years and not more than 23 years (Male) ;
Not less than 18 years and not more than 22 years (female) as at 31st July, 2012 ;
- (3) *Height* : Male - 5 feet 5 inches and above ;
Female - 5 feet 3 inches and above ;
- (4) *Weight* : $-19 < \text{BMI} < 25$
 $\text{BMI} = \frac{\text{Weight (kg)}}{\text{Height}^2 \text{ (m)}}$
- (5) *Vision Colour Standard* : CP 2
- (6) *Visual Acuity* : 6/6 each eye (without spectacles)
- (7) *Civil Status* : Candidates must be unmarried. (Airmen is not allowed to marry until the completion of two years from the date of enlistment and until one year after the completion of the Basic Trade Training Course and which ever is later).

2. Candidates who do not possess the required educational qualifications or fulfil the requirements of paragraph 01 "a" and "b" will be rejected. On arrival for the first interview the height, weight and vision will be measured. Candidates whose height, weight and vision is below the standard specified in the *Gazette* Notification and who have no exceptional skills will not be interviewed. Any candidate who may have a special skill or value to the service may at the discretion of the Commander of the Air Force be considered even though he/she may not have the requisite height provided he/she possess the requisite academic and professional qualifications.

3. Due consideration will be given to outstanding achievements in the field of sports.

4. *Conditions of Service :-*

- (a) Airmen/Airwomen will be governed by the Air Force Act and other Air Force Regulations and Orders with effect from the date of enlistment.
- (b) Selected candidates will be trained in combat and in the selected trades accordingly. They will be required to perform combat duties and any type of duty, day and night, even under very difficult conditions in any part of Sri Lanka or abroad.

5. *Terms of Engagement.*— Selected candidates will be enlisted to the third class of the rank of Aircraftman/Aircraftwomen in the Regular Air Force and shall be required to serve for 12 years in which 08 years will have to be served continuously whilst serving a further 04 years in the Regular Air Force (Reserve) when called to do so. Opportunities exist for suitable Airmen/Airwomen to extend for further service on completion of eight years of service on the discretion of the Commander of the Sri Lanka Air Force.

6. *Official Language Requirements.*— The selected candidates must confirm to the Official Language Policy of the Government of Sri Lanka.

7. *Pay and Allowances :*

(a) *Pay rate.*— The scale of consolidated pay applicable to Airmen shall be as follows :—

Aircraftman - Rs. 168,000 - 6 x 1,440 - 19 x 1,800 - Rs. 210,840 per annum.
Leading Aircraftman - Rs. 170,880 - 4 x 1,440 - 19 x 1,800 - Rs. 210,840 per annum.
Corporal - Rs. 175,200 - 1 x 1,440 - 10 x 1,800 - 9 x 2,520 - Rs. 217,320 per annum.
Sergeant - Rs. 180,240 - 3 x 1,800 - 9 x 2,520 - 3 x 3,480 - Rs. 218,760 per annum.
Flight Sergeant - Rs. 183,120 - 10 x 2,520 - 3 x 3,480 - Rs. 218,760 per annum.
Warrant Officer - Rs. 190,680 - 07x2,520 - 17x3,480 - Rs. 267,480 per annum.
Master Warrant Officer - Rs. 211,800 - 13x3,480 - Rs. 257,040 per annum

Pay and allowances will be paid according to the consolidated pay scale applicable to Airmen. Increments in promotions will be based in consideration to the service period, good conduct and trade efficiency and will be placed in the appropriate pay scale.

(b) *Other Allowances :*

- (1) Cost of living allowances - Rs. 5,850 per month.
- (2) Hardlying allowance - Rs. 600 per month.
- (3) Additional hard allowance - Rs. 4,500 per month for those serving in operational areas.
- (4) Special allowance - 1 Rs. 2,400 per month (Rs. 80 will be paid for each working day).
- (5) Incentive allowances - After completion of 05 years service (Rs. 250 to Rs. 850 per month).
- (6) Special allowance - II 15% of consolidated salary.
- (7) Ration allowance - Rs. 12,235.20 per month for living out Airmen (Free messing for living - in Airmen).
- (8) Accommodation - Free for personnel living-in.
- (9) Travelling.- Three sets of holiday railway warrants per year (For Airmen/Airwomen/wife/husband and Children as applicable). One set of railway warrants per month or the reimbursement of bus fare of living-in Airmen.
- (10) Disturbance allowance.- When proceeding on duty outside permanent station. (Rates vary with married/unmarried).
- (11) Qualification pay.- For personnel who have qualified in special courses or possess qualifications, which are of special value to the Service. (Up to maximum of Rs. 637.50 per month).
- (12) Good Conduct Badge pay.- Paid to personnel whose behaviour and general conduct are maintained at a high standard. (Rs. 30 to Rs. 204 per month).
- (13) Uniform upkeep allowances Rs. 170 per month.
- (14) Re-engagement pay.- Personnel are entitled to Rs. 300 per month during the period of re-engagement.
- (15) Medical facilities.- Provided through Air Force expense for Airmen/Airwomen and their married families.
- (16) Free travel from residence to place of work in S. L. T. B. buses for living-out Airmen/Airwomen within a radius of 30 miles (48 km).
- (17) Following Rent allowance are payable to married Airmen/Airwomen not in occupation of Government married quarters Rs. 1,200 - Rs. 3,300 per month.
- (18) Instructional pay - (Rs. 425 to Rs. 510 per month).
- (19) Other allowance.- (Separation and overseas etc.) will be paid as per Air Force Pay Code.
- (20) Pensions/Gratuities are payable in terms of the Air Force Pensions and Gratuities Code 1981, as amended from time to time. All Airmen is contributors to the Widows' and Orphans' Pensions (Armed Forces) Scheme. Rate of contributions are as per Widows' and Orphans' Pensions (Armed Forces) Scheme Regulations 1970.

8. *Instructions to Applicants :-*

- (a) Applications should be submitted *in terms of the form specified below. All cages of the application should be filled with much details as possible. Applications should be sent by registered post addressed to "Chief Recruiting Officer, Sri Lanka Air Force, Trade Training School, Ekala, Kotugoda" so as to reach there not later than 1200 noon on 11th May, 2012. The envelope enclosing the application should be marked "Application for Regular Airmen/Airwomen" on the top left corner. Applications received at Sri Lanka Air Force, Trade Training School, Ekala, Kotugoda after closing date and time and not in accordance with the requirements of this notification and not in registered post will not be considered.
- (b) Candidates who are in Government Service/Corporations/Boards/Civil Establishments should forward their applications through their Heads of Departments/Corporations/Boards/Civil Establishments and should bear a certificate to the effect that the candidate will be released if selected.
- (c) Candidates will be required to produce the originals of the following documents when summoned for interviews or when called upon to do so :-
 - (1) Certificate of Registration of Birth. (Certificate issued for the purpose of the Education Code will not be accepted).
 - (2) Certificate in support of the educational qualifications required.
 - (3) Certificate for Trade/Technical training and or experience (if any) obtained from a recognized institution will be an added advantage.
 - (4) Two recent certificates of character. One of these should be from the principal of the last school attended and the other from the responsible person who is known of the applicant for more than two years or from the present employer (If employed).
 - (5) Certificates in support of sports activities and cadetting etc.

(d) Applications of candidates who fail to produce documents when required to do so will not be considered.

9. Candidates considered suitable for the interview will be required to appear for an interview at their own expense before an Air Force Recruiting Board. Interviews will be held at Sri Lanka Air Force, Trade Training School, Ekala, such candidates will be informed individually of the date time and place.

10. On every occasion an applicant is summoned for interviews, he is to produce the National Identity Card. Candidates who do not have the National Identity Card could produce some other form of the accepted identification. However, no candidates will be enlisted without the National Identity Card.

11. Candidates likely to be suitable following their interviews will be required to present themselves before an Air Force Medical Board. The selected Computer Technician Candidates will be call for the Skill Tests. The required number of candidates per trade will be selected according to merit order.

12. Any one who desires to recommend a candidate should do so by giving his testimonial. Any form of canvassing or attempt to influence the selection of a candidate will result in disqualification of such candidate.

13. 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 for dismissal if discovered after the selection.

14. Candidates who are found unsuitable for enlistment will not be notified.

H. D. Abeywickrama,
Air Marshal,
Commander of the Air Force.

Headquarters,
Sri Lanka Air Force,
P. O. Box 594,
Colombo.

APPLICATION FOR AIRMAN/AIRWOMAN IN THE SRI LANKA AIR FORCE

01. Full Name : _____.
(According to National Identity Card)
02. National Identity Card Number : _____.
03. Applied Trade : _____.
04. Postal Address : _____.
05. Permanent Address : _____.
06. Nearest Police Station to Permanent Address : _____.
07. District : _____.
08. Electorate : _____.
09. G. S. Division : _____.
10. Telephone Number : _____.
11. Date of Birth : _____.
12. Married or Single : _____.
13. Gender : _____.
14. Height : Feet : _____, Inches : _____.
15. G. C. E. (O/L) Examination :

<i>Year</i>	<i>Index No.</i>	<i>Subjects Passed</i>	<i>Grading</i>

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

<i>Year</i>	<i>Index No.</i>	<i>Subjects Passed</i>	<i>Grading</i>

17. Any special qualifications for the post (Eg.- Technical, Training and Experience etc.) :_____.
18. Details of special achievements in sports :_____.
19. Other achievements of not at school or with outside organizations :_____.
20. If previously applied for the Armed Forces or Police give details :_____.
21. Have you been convicted or bound over by a Civil or Military Court ? If so, give details :_____.
22. Particulars of Testimonials :

<i>Name</i>	<i>Description</i>	<i>Permanent Address</i>

23. Declaration to be signed by the applicant :

I declare on my honour that the answers given to the above questions are to the best of my knowledge and belief are correct. I have read and understood the procedure which will be adopted and the rules which will apply in respect of those candidates who are selected as Airwomen in the Sri Lanka Regular Air Force published in the *Gazette* of the Republic of Sri Lanka.

_____,
Signature of Applicant.

Date :_____.

05-38

Examinations, Results of Examinations &c.

CEYLON-GERMAN TECHNICAL TRAINING INSTITUTE-MORATUWA (Ministry of Youth Affairs and Skills Development)

Admission to Full time courses – 2012 (Under the National Apprenticeship Scheme)

APPLICATIONS are invited for admission of Male and Female Trainees for the year 2012.

Minimum Qualifications required are as follows :-

01. (a) *Age*.– Between 16 - 22 years as at 31.03.2012.
- (b) *Education*.– Passed in 06 subjects at the G. C. E. (O/L) Examination including Sinhala/Tamil Language (Medium of Instruction) and Mathematics in one sitting.

Applicants who have special skills :

Candidates who has placed among first three places in a Provincial Level competition or obtained a merit or above certificate by a National Competition of Sri Lanka Inventors Commission in Electrical/Electronic/

Mechanical field and candidates who have completed the above Section (b) qualifications with not less than two attempts are also qualified to sit for the examination.

Note.– Candidates following full time courses at National Apprentice and Industrial Training Authority (NAITA) and who are bonded for period of 03 years or more are not eligible to apply for these full time courses.

02. *Course Medium*.– All courses are conducting in Sinhala medium. Only Automobile Course will be conducting in Tamil medium.

03. *Entrance Examination*.– Applicants who possess the requisite minimum qualifications will be allowed to sit the admission test provided examination fees referred to in Column 4 below have been paid.

(a) *Medium*.– Sinhala and Tamil.

(b) *Examination Centers*.– A written examination for admission will be conducted at Centers in Colombo, Kandy, Galle, Badulla, Anuradhapura, Trincomalee and Jaffna as indicated in the application form given below.

kindly note that if an adequate number of candidates are not available at particular centers then the management reserve the right to change the centers by accommodating such applications at the nearest center.

Examination Subjects. – The above Test will be based on Mathematics, General knowledge, General Intelligence and Technical Drawing.

04. *Examination Fees.* – Applicants should pay Rupees Four Hundred only (Rs. 400) as examination fees. Paying voucher of the Bank should be attached to the application. The application should be forwarded together with the paying voucher of the Bank.

Payment. – The payment can be made to the any Bank of Ceylon Branch to the Accountant, Ceylon German Technical Training Institute which credit to the Account Number 681490 maintained at Moratuwa Branch.

Paying vouchers that are defaced or erased will not be accepted. Application which do not contain a credit voucher to the value will be rejected. Examination fees will not be refunded to candidates those who are not appearing for the examination or on rejection of their applications for any other reason.

05. *Primary Selection.* – Primary selection of candidates for admission will be merit based on the written examination and those who obtain the required highest marks will be summoned for an interview for the final selection. Cut-off mark for less privileged provinces would be decided by the Management of CGTTI. (Less privileged provinces are decided according to Sri Lanka Examination Department.)

06. *Final Selection.* – Those who obtained highest marks from aptitude test and interview would be considered for final selection. 40% marks are allocated for Aptitude Test and 60% for the interview. Extra curricular activities are specially considered.

The selected candidates will have to pass a medical examination and those who fail the medical test will be discontinued.

07. *Training Courses :*

Automobile	- 04 years
Millwright/Fitter	- 04 years
Power Electrical	- 03 1/2 years
Air-con. and Ref.	- 03 1/2 years

Tool Machinery	- 03 1/2 years
Auto electrical	- 03 years
Diesel Mechanics	- 03 years
Welding	- 03 years
Motor vehicle body repairer and painter	- 03 years

Selected candidates will be allowed to follow the under mentioned courses of training depending on the aptitude they show in the test conducted after 01st year of basic training.

08. *Bond to be signed.* – All selected candidates are required to enter in to a bond to under go full time training at CGTTI for periods ranging from 04, 03 1/2, 03 years respectively in their allocated trades and enter in to agreement with the National Apprentice and Industrial Training Authority (NAITA) as per their requirements. In addition they have to serve Sri Lanka Transport Board for two years after successful completion of their training if necessary.

09. *Applications.* – The application should be prepared as per specimen form given below (A4 size) and photo copies following certificates should also be attached with the application.

- (a) Birth Certificate ;
- (b) Educational Certificates ;
- (c) Applicants who apply under special skills should forward certificate of Provincial/National level competition by Sri Lanka Inventors Commission.

The envelope in which application is enclosed should be marked, "Recruitment of Apprentice - 2012" on the top left-hand corner. Application forms could be down-loaded via the institute web site : (www.cgtti.slt.lk)

10. *Closing date of applications.* – Application should be send to The Manager – Human Resource and Administration Ceylon German Technical Training Institute, No. 582, Galle Road, Mount Lavinia, by registered post on or before 20th June, 2012.

Manager,
Human Resource and Administration.

Ceylon German Technical Training Institute,
No. 582, Galle Road,
Mount Lavinia (Angulana Junction),
Telephone No. : 011-2605625.

SPECIMEN APPLICATION FORM

APPLICATION FOR ADMISSION TO FULL-TIME COURSE – 2012
(Under the National Apprenticeship)

THE CEYLON GERMAN TECHNICAL TRAINING INSTITUTE - MORATUWA

1. (a) Full Name : _____.
- (b) Name with initials : _____.
2. (a) Postal Address : _____.
- (b) District : _____.
- (c) Province : _____.
3. (a) Date of Birth : _____.

- (b) Age as at 31.03.2012 :
Years :_____, Months :_____, Days :_____.
- (c) Telephone No. :_____.
- (d) NIC No. :_____.

4. Sex : Male/Female :_____.

5. Educational Qualifications : Subject at the G. C. E. (O/L) should be indicated :

(Only for Special skills applicants)

First Year			
Year :—	Index No. :—	Second Year :—	Index No. :—
Subjects :	Grade :	Subjects :	Grade :
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

6. Specify the field and year of issue of the certificate (Province/National) issued by the Sri Lanka Inventors Commission, if the candidate is applying under the special skills category :_____.
7. (a) Medium in which the candidate wishes to sit the admission test :_____.
- (b) Center at which the candidate wishes to sit the Admission test :_____.
- (Colombo, Kandy, Galle, Anuradhapura, Badulla and Trincomalee)
8. (i) Bank of Ceylon Branch and where payment was made :_____.
- (Valid copy of the paying in voucher to Rs. 400 is attached herewith)
- (ii) Date of Payment :_____.

I hereby certify that the above particulars furnished by me are true and accurate, if any particulars contained here are found to be false or incorrect, liable for disqualification/dismissal before or after selection.

_____,
Signature of Applicant.

Date :_____.

05-30

MINISTRY OF YOUTH AFFAIRS AND SKILLS DEVELOPMENT

National Apprentice and Industrial Training Authority

INSTITUTE OF ENGINEERING TECHNOLOGY
(Former Technician Training Institute) - Katunayake

RECRUITMENT OF SPECIAL APPRENTICES IN ENGINEERING FOR NATIONAL
DIPLOMA IN ENGINEERING SCIENCES (NDES) COURSE 2012 BATCH

APPLICATIONS are invited from citizens of Sri Lanka to recruit Special Apprentices in Engineering for the 2012 batch in respect of the above course of studies at the Institute of Engineering Technology (IET), Katunayake (Former Technician Training Institute).

1. *Educational Qualifications for entry.*—Candidates with qualifications mentioned below are eligible to apply.

1.1 A Pass at the G.C.E. (O/L) Examination in 06 subjects in one sitting including four (04) credit passes for Mathematics, Science, Language (Sinhala/Tamil) and English ;

and

1.2 Passes at the G.C.E. (A/L) in Combined Mathematics, Physics and Chemistry in one sitting.

2. *Age.*—Between 18 and 25 years as at 01.11.2012.

3. *Duration and Course Schedule.*—This is a four year course, where the 24 month academic instruction programme is sandwiched with the 24 month Industrial Training as given below :—

Basic Instruction Programme at IET	- 12 months
Basic Industrial Training in Industry	- 06 months
General Instruction Programme at IET	- 06 months
General Industrial Training in Industry	- 12 months
Specialized Instruction Programme at IET	- 06 months
Specialized Industrial Training in Industry	- 06 months

Instruction Programmes consist of Theoretical Instructions and course works conducted at Institute of Engineering Technology.

Industrial Training Programmes are conducted at recognized Industrial Establishments.

An English course will be conducted during the course period. Participation is compulsory for all the selected apprentices for the English Course.

4. Courses conducted in the IET are as follows :

A. Civil Engineering Sector :

1. Building and Structural Engineering
2. Highway and Railway Engineering
3. Water Engineering
4. Environmental Engineering

B. Electrical Engineering Sector :

5. Electronics and Communication Systems Engineering.
6. Electrical Power Engineering.
7. Industrial Electrical and Control Systems Engineering.

C. Mechanical Engineering Sector :

8. Industrial Engineering
9. Mechatronic Engineering
10. Automotive Engineering
11. Marine Engineering

(a) "The Quality Management System of Marine Engineering (No. 11) Course of IET is in accordance with the requirements of ISO 9001 – 2008.

(b) In respect of Marine Engineering Course, the Institute is engaged in providing academic instructions and industrial training Programmes to meet the mandatory requirements for knowledge, understanding and proficiency in Marine Engineering at the operational level related with STCW 95, including its amendments and model course 7.04 of International Maritime Organization (IMO) coverage.

5. *Medium of Instruction.*— All academic programmes are conducted in English.

6. Contract of Apprenticeship :

6.1 Each selected candidate is required to enter into a contract with the training establishment, which casts, mutual obligations on both the Training Establishment and the Apprentice. At the time of registration an apprentice should deposit a sum of Rs. 5,000 refundable at the completion of the course.

The deposit of the students, leaving the programme during the period of course period will not be refunded.

6.2 Sumurdhi beneficiaries are exempted from the refundable deposit, on submission of original Sumurdhi card with a certified letter from Grama Sevaka approved by Divisional Secretary.

6.3 All selected students will have to make a compulsory payment of Rs. 1,000 as a non refundable library development fund.

6.4 There is no guarantee of employment at the end of the training period.

6.5 All the students registered for the above courses should maintain a minimum requirement of 80% attendance for each subject during the course period. Those who fail to meet this requirement, are not allowed to sit for the examinations and evaluations and they have to leave the course.

7. *Award of Certificates.*— National Diploma in Engineering Sciences Certificate will be awarded on successful completion of all examinations, evaluations and on clearance of all obligations.

8. Selection Criteria :

8.1 All applicants who have the minimum entry qualifications as stated in para 1 and within the age limit mentioned in para 2 above would be eligible. Selections will be done as given below.

8.2 Those candidates who are eligible as per 8.1 will be required to sit for a written aptitude test in English medium. (Eligible candidates will be informed in advance).

8.3 All applicants are selected, based on the written test, interview and the "Z" score.

8.4 Those who are selected for Marine Engineering Course will have to appear for a medical test at their own expense prior to registration.

8.5 Field selection will be given, based on the semester - I examination of BIP programme after six months and the choice of the student.

9. Applications :

9.1 Applications and additional information can be obtained from IET web site (www.iet.edu.lk)

- 9.2 Application forms could be collected from the Registrar, Institute of Engineering Technology, Temple Road, Katunayake on payment of Rs. 150 in cash, or by post by sending a money order for Rs. 150 with a self-addressed stamped envelope (size 9"x4") to Registrar, Institute of Engineering Technology, Temple Road, Katunayake up to 31st May, 2012. The above Money Orders should be drawn in favour of the Accountant, Institute of Engineering Technology, payable at Katunayake Post Office. (Telephone Nos. : 011-2252833, 011-2252834).
- 9.3 Application forms could be obtained from the following Offices up to 31st May, 2012 on payment of Rs. 150 in cash :-
- (i) National Apprentice and Industrial Training Authority, No. 971, Sri Jayawardenapura Mawatha, Welikada, Rajagiriya (Telephone : 011-2863680, 011-2867435) ;
 - (ii) Apprenticeship Training Institute, No. 581, Galle Road, Katubedda, Moratuwa (Telephone : 011-2647393) ;
 - (iii) Automobile Engineering Training Institute, No. 07, Dr. Danister De Silva Mawatha, Orugodawatta, Wellampitiya (Telephone : 011-2572977, 011-2532182) ;
 - (iv) National Apprentice and Industrial Training Authority, No. 4/10, Malwatta Road, Badulupitiya, Badulla (Telephone : 055-2230644) ;
 - (v) National Apprentice and Industrial Training Authority, School Lane, New Town, Ratnapura (Telephone : 045-2228667) ;
 - (vi) National Apprentice and Industrial Training Authority, No. 27A, Open University Road, Nupe, Matara (Telephone : 041-2226958) ;
 - (vii) National Apprentice and Industrial Training Authority, No. 108/2B, Thiwankabodhi Mawatha, Kandy (Telephone : 081-2201918) ;
 - (viii) National Apprentice and Industrial Training Authority, Airport Road, Anuradhapura (Telephone : 025-2223178) ;
 - (ix) National Apprentice and Industrial Training Authority, Negombo Road, Malkaduwwa, Kurunegala (Telephone : 037-2223789) ;
 - (x) National Apprentice and Industrial Training Authority, No. 07, Kovil Road, Jaffna (Telephone : 021-2222383) ;
 - (xi) National Apprentice and Industrial Training Authority, No. 06, G. S. Lane, Kalmunaikudi 13, Kalmunai (Telephone : 067-2229357) ;
 - (xii) National Apprentice and Industrial Training Authority, No. 242, Havelock Road, Colombo 05 (Telephone : 011-2597671/2) ;
 - (xiii) National Apprentice and Industrial Training Authority, Telecommunication and Computer Training Centre, Beruwala (Telephone : 034-2279710) ;
 - (xiv) National Apprentice and Industrial Training Authority, No. 56, Ananda Mawatha, Gampaha (Telephone : 033-2227501) ;
 - (xv) National Apprentice and Industrial Training Authority, Medagama Road, Molawatte, Madampe (Telephone : 032-2248250) ;
 - (xvi) National Apprentice and Industrial Training Authority, A/6, Mahaweli Quarters, New Town, Polonnaruwa (Telephone : 027-2223023) ;
 - (xvii) National Apprentice and Industrial Training Authority, Registrar Office, Monaragala (Telephone : 055-2276504) ;
 - (xviii) National Apprentice and Industrial Training Authority, No. 160/A, Kandy Road, Nuwara Eliya (Telephone : 052-2223702) ;
 - (xix) National Apprentice and Industrial Training Authority, No. 11, Temple Road, Mandandawala, Matale (Telephone : 066-2223173) ;
 - (xx) National Apprentice and Industrial Training Authority, No. 440, Meepitiya, Kandy Road, Kegalle (Telephone : 035-2223127) ;
 - (xxi) National Apprentice and Industrial Training Authority, Wakwella Road, Julgaha, Galle (Telephone : 091-223466) ;
 - (xxii) National Apprentice and Industrial Training Authority, No. 36, Mihindu Mawatha, Tangalle (Telephone : 047-2241512) ;
 - (xxiii) National Apprentice and Industrial Training Authority, Thunukkai, Mullaitivu (Telephone : 021-3734849) ;
 - (xxiv) National Apprentice and Industrial Training Authority, Jaffna Road, Nandapuram, Kilinochchi (Telephone : 034-3942824) ;

(xxv) National Apprentice and Industrial Training Authority, No. 57, Post Office Road, Trincomalee (Telephone : 026-2226569) ;

(xxvi) National Apprentice and Industrial Training Authority, No. 16/1/1, New Kalmuni Road, Batticaloa (Telephone : 065-2228130) ;

(xxvii) National Apprentice and Industrial Training Authority, No. 26/2, Pitaraum Road, Sinthamanipilliar Kovil, Vavuniya (Telephone : 024-2224679) ;

(xxviii) National Apprentice and Industrial Training Authority, No. 25, Main Road, Mannar (Telephone : 034-3942823).

9.4 All applicants should pay a non refundable examination fee of Rs. 500 as per the details of (9.5) to any Branch of People's Bank and paying slip need to be attached to the application, when forwarding the application.

9.5 The Pay-in-Slip needs to be duly perfected with the following :

(i) Branch Code and Account No. 276-1-001-2-4535909 ;

(ii) *Credit Instruction* : To the credit of National Apprentice and Industrial Training Authority Collection Account No. 276-1-001-2-4535909 at People's Bank, Katunayake ;

(iii) Name and the Address of the Applicant.

9.6 Students obtaining applications from IET website, have to pay Rs. 650 as the examination fee.

9.7 Duly filled application form, should be sent under registered cover to reach the "Director/Principal, Institute of Engineering Technology, Temple Road, Katunayake" along with the Pay-in-Slip duly signed by an Authorized Officer of the Bank, on or before 31st May, 2012. Left hand corner of the envelope "Recruitment of Special Apprentices - 2012" should be mentioned in the left hand corner. Late application or applications forwarded by hand will not be accepted.

9.8 Those who have followed or are following Diploma or Degree level full time courses of studies in a Government Technical Institute or University are not eligible to apply.

9.9 Originals or copies of certificates should not be sent along with the application.

9.10 Receipt of the applications will not be acknowledged.

10. The Institute of Engineering Technology (IET) will not consider or be responsible for any delay or loss of applications in

the mail. Therefore, the candidates are requested to post their applications well ahead in time to avoid delays.

Chairman.

National Apprentice and Industrial Training Authority,
No. 971, Sri Jayawardenapura Mawatha,
Welikada,
Rajagiriya.

05-55

EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS III AND II OF THE SRI LANKA LIBRARIANS' SERVICE - 2010

AN Efficiency Bar Examination for the Officers in Class III and II of Sri Lanka Librarians' Service will be held in Colombo in the Month of August 2012 as provided for in paragraphs 08 of the Sri Lanka Librarians' Service Minute published in the *Gazette Extraordinary* No. 1620/22 of the Democratic Socialist Republic of Sri Lanka dated 24.09.2009.

02. (i) This examination will be conducted by the Commissioner - General of Examinations and the candidates are bound by the rules and regulations imposed by the Commissioner General of Examination.

(ii) Rules prescribed for candidates are printed separately at the beginning of the *Gazette* Notification. Candidates will be liable to any punishment imposed by the Commissioner General of Examinations for breach of these rules.

03. The specimen form of application for this examination is published at the end of this notice. Candidates should prepare their own applications correctly and legibly in accordance with the specimen form of application and send through the respective Heads of Departments by registered post to reach the Commissioner-General of Examinations, Department of Examinations, Organization and Foreign Examination Branch, Pelawatta, Battaramulla on or before 05th of June 2012. The name of the examination and the relevant grade should be indicated at the top left-hand corner of the envelope in which the application is enclosed. Applications received after the closing date will be rejected.

04. *Identity Cards*. - Candidates should prove their identity to the satisfaction of the supervisor of the examination hall for each subject they offer. Any of the following documents will be accepted for this purpose :-

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

The candidature of any candidate who is unable to submit any of the above mentioned documents is liable to be cancelled on the discretion of the Commissioner General of Examinations.

05. *Applications.*— Applications should be prepared using both sides of a paper of A4 size in such a way that Nos. 1.0 to 5.0 appear on the 1st page whilst the Nos. 6.0 to 9.0 appear on the 2nd page. The application could be typewritten but it should be filled in correctly and legibly by candidate's own handwriting. Applications that do not comply with the specimen and that have not been perfected properly will be rejected without notice. It would be advisable to keep a photocopy of the completed application form. Please indicate the title of the examination appearing the specimen in English language as well, on both Sinhala and Tamil application forms. It is the responsibility of the candidate to make sure that the application form perfected by him/herself complies with the specimen given in the examination notice.

Candidates who sit the examination for the first time need not pay examination fees. However, for subsequent sittings, candidates should pay Rs.175 for the whole examination, and Rs.90 for one subject. The cash receipt obtained from any post office by making the payment to be credited to Revenue Head 2003-02-13 of the Commissioner General of Examinations, should be affixed in the due place of the application. The fee will not be refunded under any circumstance and will not be transferred in respect of any other examination. It is advisable to keep a photocopy of the cash receipt with the candidate.

06. The Commissioner General of Examinations will issue Admission Cards along with copies of the time table to all candidates who have paid the relevant fees, whose applications have been filled properly and received on or before the closing date. Candidates appearing for the examination should get their signatures on the admission cards attested in advance and produce to the supervisor of the examination hall. Candidates without admission cards will not be permitted to sit the examination.

A notification will be published in newspapers as soon as the admission cards are issued to the 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 notification. It would be advisable to keep the following in hand at the time of calling the Department of Examinations : *i. e.* certified photocopies of the application form and the receipt kept at your possession, receipt of registration and, in case of applicants outside Colombo, letter of request, furnishing a fax number to which the admission card should be sent.

07. The Heads of Departments should approve duty leave for officers to whom admission cards have been issued by the Commissioner-General of Examinations to enable them to appear for the examination. No travelling expenses will be paid.

08. This examination will be held in Sinhala, Tamil and English media and candidates should answer both question papers in the language medium of the entry examination to the relevant service or in the official language. Candidates who entered the service without a competitive Examination should answer both papers in the language medium of their education or in the official language. It would not be allowed to change the language medium of examination indicated in the application subsequently.

09. The officers may appear separately for each subject and at different occasions. However, for a pass, officers should obtain at least 40% of the total marks for each subject.

10. *Release of the Results of the Examination.*— The Commissioner- General of Examinations will issue the results to the Director General of Combined Services. The list of names of officers who have passed the Examination will be published in the *Gazette* of the Democratic Socialist Republic of Sri Lanka.

11. *Scheme of Examination :*

11.1 Efficiency Bar Examination for the Officers in class III of the Librarians' Service :

01. *General Administration and Financial Procedure.*— Subject No. 01 (100 Marks)

* Part I - General Administration - Duration - 1 1/2 Hours (50 Marks).

(a) Procedural Rules of Public Service Commission published in the *Gazette* Extraordinary dated 20.02.2009 and chapters V to VIII and XII, XIV, XXIV, XXVII, XXVIII of the Establishment Code are included.

(b) Sri Lanka Library Association (Incorporation) Act, No. 20 of 1974 ; and
Sri Lanka Library Association (Amendment) Act, No. 07 of 2004.

* Part II - Financial Procedure - Duration 1 1/2Hours - (50 marks).

(a) Financial Regulations - Part I (excluding Chapter X)
Accounts work performed by librarians and the relevant Regulations.

02. *Library Organization* - Duration 03 hours - Subject No. 02 (100 Marks).

(a) Provincial Library Ordinance,

(b) Library Committees,

(c) Preservation of Library Goods,

(d) Readers' Education and Public Relations,

(e) Categories of Libraries and Services,

(f) Fundamentals and that should be considered in Library Management,

(g) Extension services that can be implemented in a library.

N. B.— Candidates should obtain 40% of marks for each subject to pass this examination.

11.2 Efficiency Bar Examination for the Officers in Grade II of the Librarians' Service :

01. *General Administration and Financial Procedure* - Subject No. 03 (100 marks).

(For Office use only)

- (a) Constitution of the Democratic Socialist Republic of Sri Lanka.
(b) Procedural Rules of Public Service Commission published in the *Gazette Extraordinary* dated 20.02.2009 and Chapters V to VII and XII, XIV, XXIV, XXVII, XXVIII of the Establishment Code are included.
(c) National Archives Act, No. 48 of 1973 and National Archives (Amendment) Act, No. 30 of 1981.
(d) Part III of Science and Technology Department Act, 11 of 1994.
(e) National Library and Documentation Services Board Act, No. 51 of 1998.
(f) Intellectual Property Act, No. 36 of 2003.

* Part II - Financial Procedure - Duration - 1 1/2 hours - (50 marks).

- (a) Financial Regulation - Part I
Account were performed by libraries and relevant Regulation.

02. *Library Organization* - Duration 03 hours - Subject No. 04 (100 Marks) :-

- (a) Library building and equipment,
(b) Benefits of government publications and the method of using them,
(c) Regional and International organization in the library field,
(d) Strategies in Library Management,
(e) Financial Management,
(f) Time Management,
(g) Human Resource Management,
(h) Information Technology in Sri Lanka,
(i) Networks and computerized systems of Libraries.

N. B.- Candidates should obtain 40% of marks for each subject to pass this Examination.

12. The decision of the Director General of Combined Services will be final in respect of any matter not provided for in this notification.

B. P. P. S. ABEYGUNARATHNA,
Director General of Combined Services,
Ministry of Public Administration and Home Affairs.

Combined Services Division,
Ministry of Public Administration
and Home Affairs,
Independence Square,
Colombo 07,
17th of April 2012.

Specimen Application Form

EFFICIENCY BAR EXAMINATION FOR OFFICERS IN GRADE III AND II OF THE SRI LANKA LIBRARIANS' SERVICE - 2009

Medium of Language in which you are appearing for the exam

Sinhala - 2
Tamil - 3
English - 4

(indicate the relevant number in the cage)

- 1.0 1.1 Name with initials : Mr./Mrs./Miss. :_____.
(In Sinhala/Tamil)
1.2 Names denoted by initials (In Sinhala/Tamil) :_____.
1.3 Last Name with Initials :_____.
(in Block Capitals, e.g. SILVA, A. B.)

- 2.0 Place of work and Address :
2.1 Name of the Ministry/Department/Office :_____.
2.2 Office address :_____.
(Admission cards will be sent by post to this address)

- 3.0 Sex: Female - 1
Male - 0
(Indicate the relevant Number in the Cage)

- 4.0 Indicate "X" opposite the Efficiency Bar Examination you are applying for in the Sri Lanka Librarians' Service.

4.1 Grade III of the Librarians's Service ☐

4.2 Grade II of the Librarians' Service ☐

4.3 Subject offering and respective Subjects Numbers :

Subject	Subject No.

- 5.0 5.1 National Identity Card No. :

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

- 5.2 Date of Birth :

Date : Month : Year :

- 6.0 Present Post :

6.1 Post :_____.

6.2 Number of the Appointment Letter :_____.

- 7.0 7.1 Are you sitting the examination for the first time? :_____.
7.2 If not, give following particulars of the affixed cash receipt, received from any post office at the time of paying examination fees :

No :_____ Amount :_____.

Date : _____.
Office issued : _____.

Affix the cash receipt firmly here
(keep to photocopy of the receipt)

8.0 Certificate of the Candidate :

I declare that the particulars furnished above are true, that I am eligible to appear for the examination in the medium indicated above, and that I have not been subjected to any form of disciplinary punishment. I agree to abide by the rules and regulations of this examination.

_____,
Signature of Candidate.

Date : _____.

9.0 Certificate of the Head of the Department :

I certify that,

- (i) This candidate is employed in this department as an officer in Grade II/III of the Librarians Service
- (ii) The particulars furnished above are correct.
- (iii) His/her work and conduct have been satisfactory throughout: and he/she has not been subjected to any form of disciplinary punishment (excluding warning) during the past 5 year period ; and
- (iv) He/she is eligible to sit for this examination.
- (v) He/she has paid the prescribed examination fee and the receipt has been affixed. (Delete if inapplicable)

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

Designation : _____.

Address : _____.

Date : _____.

05-52

**COMPETITIVE EXAMINATION FOR RECRUITMENT
OF ASSISTANT DIRECTORS FOR THE
DEPARTMENT OF COMMERCE UNDER THE
MINISTRY OF INDUSTRY AND COMMERCE-2012**

APPLICATIONS are hereby invited for the post of Assistant Director of Commerce in the Department of Commerce coming under the purview of the Ministry of Industry and Commerce. The applications prepared as per the specimen application form given at the end of this *Gazette* notification should be sent under registered post to reach "the Commissioner General of Examinations, Department of Examinations of Sri Lanka, Organizations and Foreign Examinations Branch, Pelawatta, Battaramulla" on or before 01.06.2012.

01. *Note.*- The requests made regarding the applications received late or those lost in the post will not be considered.

02. *Terms of Engagement.*- This post is permanent and pensionable, which contributions should be made to the Widows/ Widowers and Orphans' Pension Fund.

03. *Salary Scale.*- The monthly salary scale attached to this post as per the Public Administration Circular No. 06/2006 - SL 1/2006 is Rs. 22,935-10 x 645-8 x 790 - 17 x 1050 - Rs. 53,555.

Efficiency Bars.- There are two efficiency bar examinations. The first efficiency bar examination should be passed within 3 years from the date of appointment and the second efficiency bar examination should be passed within 7 years from the date of appointment. The efficiency bar examinations will not be exempted due to the completion of 45 years of age. A written examination will be held by the Sri Lanka Institute of Development Administration (SLIDA) for the first efficiency bar examination, details of which are given in the Annex No. 01.

In order to exempt from the second efficiency bar examination, candidate should have obtained a Postgraduate Degree or a Postgraduate Diploma in Economics, Financial Business Administration or International Trade from a recognized university or should have successfully completed a course offering above subjects with expertise training expecting a basic degree as a qualification to enroll for a course offered by the World Trade Organization (WTO).

04. *Service Abroad.*- The officers will be appointed to serve abroad from time to time and will be entitled to receive an allowance approved by the government on such occasions.

05. *Educational Qualifications.*- The candidates should have the following qualifications :

- (i) A first or second class (Hons) degree in Economics or Commerce or Business Administration or Public Administration or a first or second class general degree with Economics or Commerce as subjects from a recognized university ; or
- (ii) A Masters Degree or a Ph.D in Economics or Commerce or Business Administration or Public Administration from a recognized university or;
- (iii) A degree from a recognized university with professional qualification on law equivalent to Attorney-at-law of the Law College of Sri Lanka or of any other recognized institution and at least 3 years of experience in law, administration or commercial activities or;
- (iv) A degree from a recognized university with professional qualification in Accountancy equivalent to the membership of the Institute of Chartered Accountants of Sri Lanka or of any other recognized institution and

should have a minimum of 03 years of experience in law, administration or commercial activities.

Note.– The candidates should have fulfilled all the qualifications on the closing date of applications.

06. *Age Limit.*– Should not be less than 18 years and not more than 45 years of age on the closing date of applications. The maximum age limit does not apply to those who are presently serving in the Government or Provincial Government Service.

07. *Recruitment Procedure.*– A written examination will be held in Colombo for those who have fulfilled the basic qualifications, by the Commissioner General of Examinations in terms of the examination procedure and the syllabus. The interview is limited to verify the qualifications and certificates. The final decision with regard to conducting the examination and issuance of results will be that of the Commissioner General of Examination.

Examination Procedure :-

- | | |
|--|----------|
| 1. Intelligence Test : Marks - 100 | - 02 hrs |
| 2. General Paper (Commerce and Economics) :
Marks - 100 | - 02 hrs |
| 3. English : Marks - 100 | - 02 hrs |

Syllabus :

Intelligence Test.– Consists of multiple questions to determine the candidate's ability of logical reasoning, analytical thinking and decision making.

General Paper.– (Commerce and Economics) Consists of questions to examine the candidate's knowledge on commercial and economic background of Sri Lanka and overseas.

English.– Consists of questions to determine the candidate's knowledge in grammar, vocabulary and comprehension of English language.

08. (i) Application form should be prepared in the candidate's medium of appearing for the examination using "A4 size sheets including sections 01 to 08 in the first page and the remaining sections in the second and third pages". All entries in the application have to be made in the applicant's own hand-writing.

(ii) Receipt of application will not be acknowledged.

(iii) While applications not prepared in accordance with the specimen application and all incomplete applications will be rejected without any notification to the applicant, it will be advisable for the applicants to retain a photocopy of their applications. Further, the applicants should ensure that completed applications comply with the specimen application appeared in the relevant *Gazette* notification. All applications, which do not comply with the specimen application will be rejected.

(iv) A newspaper advertisement will be published as soon as admission cards have been posted to those applicants whose duly

perfected application forms were received on or prior to the closing date. It is advisable for applicants to be on alert / aware of such advertisement. Candidates who do not receive their admission cards at least 07 days before the date of examination should, without delay, inquire from the Commissioner General of Examinations, Department of Examinations of Sri Lanka, Organizations and Foreign Examinations Branch, Pelawatta, Battaramulla, and submit the following details.

- (a) Name of the examination :_____.
- (b) Full Name of the Applicant :_____.
- Address :_____.
- (c) Date, Registered Number and the Post office where the application was posted :_____.

The name of the examination should be indicated in English as well as the language in which the applicant is sitting for the examination.

09. *Examination fees.*– The examination fee is Rs.1,000. The receipt obtained by paying the above examination fee to be credited to the income head 2003-02-13 of the Commissioner General of Examinations at any Divisional Secretariat of the island should be properly affixed in the relevant space provided in the application form and the details of the receipt should also be included. Keeping a photocopy of the receipt will be useful. The examination fees once paid will not be allowed to transfer for any other examination or refunded under any circumstances.

10. *Examination :-*

- (i) The date of examination will be notified later.
- (ii) The Public Service Commission reserves the rights to postpone or cancel the examination.

11. The candidates who are already in the public service should forward their application forms through the respective Head of the Department. However, the candidate is entitled to directly acknowledge the Commissioner General of Examinations, the date on which the application form is forwarded on or before the closing date of applications.

12. Application or any other related document should be forwarded only to the Commissioner General of Examinations and should not be forwarded to the personal name of any officer of the Department of Examinations.

13. Attention is drawn towards the rules and general conditions regarding the appointments for the posts in the government service published at the beginning of para (ii) of the Section (i) of this *Gazette*.

14. *Admission to the Examination :-*

- (a) Admission cards will be issued by the Commissioner General of Examinations to all the candidates whose applications were received and those who have fulfilled the basic qualifications. The candidate who sits for the examination should produce the attested admission card

to the supervisor in the prescribed examination hall. Any candidate who fails to produce the admission card will not be allowed to sit for the examination.

- (b) All the candidates should sit for the examination only in the prescribed examination hall. The admission card of each candidate relevant to the prescribed examination hall should be handed over to the supervisor of the examination hall on the first date of appearing for the examination in that examination hall.

Note :- Issuance of an admission card to a candidate should not be considered as an acceptance that he or she has fulfilled the required qualifications to sit for the examination.

15. *Identity of a Candidate.* - The candidate should prove his / her identity to the satisfactory of the supervisor on each subject he/she sits for. Either of the following documents will be accepted.

- (a) The National Identity Card issued by the Department of Registration of Persons;
(b) Valid passport.

16. For the purpose of the examination, the applicant's designation and the place of his / her employment at the time of applying for this post will be considered. Any changes in the applicant's designation and the place of employment occurred after the application date will not be considered.

17. *Punishments for furnishing Incorrect Information.* - If it is found that the candidate has not fulfilled the qualifications prior to the examination or during the examination or after the examination or at any time, his / her candidature will be liable for cancellation. Any information in the application which is found to be incorrect after the appointment will render the applicant liable to cancellation / dismissal from the service, if it is discovered that he / she has intentionally produced such information or if he / she has deliberately suppressed an important information.

18. Action will be taken as per the decision of the Secretary to the Public Service Commission regarding any matter not considered by these regulations.

19. *Scheme of Examination :-*

- (a) This examination will be held in Sinhala, Tamil and English Mediums.
(b) The candidate should appear for the examination in the language in which he / she has passed the examination qualified for applying for the post or in an official language.
(c) If the candidate has appeared for the subjects at the said examination in two or more languages The candidate should appear for the examination in the language he / she appeared for more number of subjects

passed at the examination qualified for applying for the post or in an official language,.

- (d) The candidates with a special degree who has completed the main subject in one language and auxiliary subjects in another language should appear for the examination in the language in which he / she has passed the main subject or in an official language.

Note :- (i) The term "examination qualified" in above (a) and (b) means the examination mentioned in para 5 above.

(ii) The candidates sitting for the examination should appear for all the subjects of the examination in one language.

(iii) The medium of language mentioned in the application will not be allowed to change under any circumstances.

20. Every candidate should produce following documents at the interview :

- (a) Birth Certificate (*N.B.* - Certificates produced for the use of Assisted Schools in terms of the educational qualifications or baptized certificates will not be accepted)
(b) Degree or higher educational certificates
(c) Two character certificates: One certificate should be obtained from a Director of Education or a Doctor or a Professor from the university.
(d) Certificates of professional and / technical qualifications
(e) Certificates of higher examinations passed in Sinhala, Tamil and English languages
(f) National Identity Card issued by the Commissioner of Registration of Persons.

Notes :- (i) No document or photocopy of any document should be sent along with the application.

(ii) The candidates who fail to produce documents at any instance of making request to do so will not be considered.

21. *Selection Procedure for Appointments.* - If several candidates have scored the same mark, the Secretary to the Public Service Commission will take an appropriate decision in such instances and that will be the final decision. Selection would be made out of the top scorers at the written examination.

22. *Special Notes :-*

- (i) In terms of the Public Administration Circular No. 06/2006 dated 25.04.2006, a recruitment and promotion

scheme is being prepared for the executive officers of the Department of Commerce. For all Assistant Directors of Commerce recruited under this notification, the new scheme shall apply for matters related to promotions and previous schemes shall be null & void.

- (ii) As per the Public Administration Circular No. 07/2007 dated 28.05.2007, the selected officers should attain proficiency in the official language / languages in addition to the medium of language in which the officer joined the service within a period of 05 years from the date of appointment.
- (iii) The officers who will be recruited for this post shall be subject to the Procedural Rules issued by the Public Service Commission as stipulated in the *Gazette* Notification No. 1589/30 dated 20-02-2009 of the Democratic Socialist Republic of Sri Lanka.
- (iv) The officers who will be recruited for this post shall be subject to the circulars issued, from time to time, by the Public Service Commission and the Ministry of Public Administration.
- (v) In the case of any inconsistency between the Sinhala, Tamil and English texts of this notification, the Sinhala text shall prevail.

23. The Public Service Commission has its own discretion to fill or not to fill certain number of vacancies or the total number of vacancies.

By the order of Public Service Commission,

TILAK COLLURE,
Secretary,
Ministry of Industry and Commerce.

Ministry of Industry and Commerce,
No. 73/1, Galle Road,
Colombo 03,
11th April, 2012.

Annex No. I

First Efficiency Bar Examination

This is a written examination consists of two question papers each of 2 hours on following subjects.

(i) Finance and Management :

- (a) On public accounts and tender procedures, chapter 5, 6 and 13 of the Financial Regulations.

To determine the knowledge

- (b) Chapter II of the Establishments Code
(02 hrs. 100 Marks)

- (ii) To determine the knowledge on modern economic development, internal trade and government trade policy of Sri Lanka.

(02 hrs. 100 Marks)

The candidate should obtain a minimum of 40% per each subject in order to pass this examination. Two subjects can be completed at one sitting or separately at several sittings. Arrangements will be made to conduct this examination by the Sri Lanka Institute of Development Administration (SLIDA).

Competitive Examination for Recruitment of Assistant Directors for the Department of Commerce under the Ministry of Industry and Commerce – 2012

SPECIMEN APPLICATION FORM FOR POST OF ASSISTANT DIRECTOR OF COMMERCE

(For office use only)

Medium of Examination :-
(Sinhala-2, Tamil -3 English - 4)
(Write the relevant number in the cage)

(The phrase “Application for the Post of Assistant Director of Commerce in the Department of Commerce” should be clearly indicated on the top left hand corner of the envelope enclosing the application.)

01.

- (i) Name with initials (In English Block Letters) : _____.
eg :- SILVA, A.B
(ii) Names denoted by the initials (In English Block Letters) : _____.
(iii) Name with initials (In Sinhala/Tamil) : _____.

02. Postal Address & the Telephone No. (in English block letters) : _____.

(If any change in address should be informed immediately and admission cards for the examination will be posted to this address.)

03. National Identity Card Number :

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

04. Date and place of birth :-

Year : Month : Date :

- (i) Place of birth : _____.

(ii) Age as per the *Gazette* Notification :-

Years : Months : Days :

05. Ethnicity :-
- | | |
|------------------|-----|
| Sinhala | - 1 |
| Sri Lankan Tamil | - 2 |
| Indian Tamil | - 3 |
| Muslim | - 4 |
| Burgher | - 5 |
| Malay | - 6 |
| Other | - 7 |
- (Write the relevant number in the cage)

06. Resident District :————.

07. Whether Married? Unmarried? Widow / Widower? :————.

08. Educational Qualifications :-

(Mention the details of all degrees, merit passes, professional and vocational qualifications obtained, date of obtaining such qualifications, if a class has been obtained, details on them, the subjects offered and the names of institutions)

Examination / Degree	Year	Subject
(1) Sinhala	(2) Tamil	(3) English

09. Academies, schools and other institutions attended after 12 years of age :-

Academy or School	From	To
(1)		
(2)		
(3)		
(4)		
(5)		

Professional Education :-

Institute	From	To
(1)		
(2)		
(3)		
(4)		
(5)		

10. Details on outstanding achievements in sports and details of responsible posts held by you in such fields of sports :——.

11. (a) Have you released from indebtedness? If you have indebted, for how much ? :————.

(b) Are you a convict for a criminal offense in the court? If so, mention all the details with dates and number of the case :————.

12. Mention the present employment and previous employments (Date of assuming duties, date of termination from the service and last drawn annual salary) :————.

Designation	From	To	Annual Salary Rs.
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			
(7)			

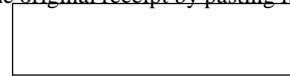
N. B.— The reasons for termination from Government Service should be mentioned under item No. 14 given below.

13. Special Qualifications :-

(Do you have special qualifications and / or experience mentioned in the *Gazette* Notification? If so, indicate entire details on them including the dates. Please see the *Gazette* Notification for any special qualification specified.)

14. If any Other Information :————.

15. (Attach the original receipt by pasting it from an edge here) :-



No. of the receipt :————.

Date :————.

Divisional Secretariat :————.

16. I do hereby certify that the particulars provided by me in this application form are true and correct. Further, I am fully aware that if any information provided herein is found to be false or incorrect prior to my selection for the post, I am liable to be disqualified and if it is found after the selection, I am liable to be dismissed from the service without paying any compensation. I am also aware that I will be subject to all the rules and regulations stipulated by the Commissioner General of Examinations with regard to conducting the examination and issuance of results.

_____,
Signature of the Applicant.

Date :————.

If the applicant serves in the government service, report of the Head of the Department on the applicant :-

I do hereby certify that the particulars given in paragraph 12 above are correct / should be amended as follows, the applicant has paid the relevant examination fees and pasted the receipt and his/ her work and conduct is He / she can be released / cannot be released from his/ her present position.

_____,
Signature of the Head of the
Department / Institution.

Post :————.

Date :————.

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

(Issued every Friday)

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

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

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

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

***Annual Subscription Rates and Postage**

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

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

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

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

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

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

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

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

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

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

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
	2012					
MAY	04.05.2012	Friday	—	20.04.2012	Friday	12 noon
	11.05.2012	Friday	—	27.04.2012	Friday	12 noon
	18.05.2012	Friday	—	04.05.2012	Friday	12 noon
	25.05.2012	Friday	—	11.05.2012	Friday	12 noon
JUNE	01.06.2012	Friday	—	18.05.2012	Friday	12 noon
	08.06.2012	Friday	—	25.05.2012	Friday	12 noon
	15.06.2012	Friday	—	01.06.2012	Friday	12 noon
	22.06.2012	Friday	—	08.06.2012	Friday	12 noon
	29.06.2012	Friday	—	15.06.2012	Friday	12 noon
JULY	06.07.2012	Friday	—	22.06.2012	Friday	12 noon
	13.07.2012	Friday	—	29.06.2012	Friday	12 noon
	20.07.2012	Friday	—	06.07.2012	Friday	12 noon
	27.07.2012	Friday	—	13.07.2012	Friday	12 noon

LAKSHMAN GOONEWARDENA,
Government Printer.

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