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

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### PART IV (A) — PROVINCIAL COUNCILS

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

	PAGE		PAGE
Proclamations, &c., by the Governors	...	Examinations, Results of Examinations, &c.	1362
Appointments, &c., by the Governors	...	Notices calling for Tenders	...
Other Appointments &c.	...	Sale of Articles, &c.	...
Provincial Councils Notifications	...	Sale of Toll and Other Rents	...
By-Laws	...	Miscellaneous Notices	...
Posts - Vacant	...		

- Note.**— (i) Local Authorities (Special Provisions) Bill was published as a supplement to the *Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka* of September 29, 2017.
- (ii) Anti-Dumping and Countervailing Duties Bill was published as a supplement to the *Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka* of October 06, 2017.
- (iii) Safeguard Measures Bill was published as a supplement to the *Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka* of October 06, 2017.

#### 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 02nd November, 2017 should reach Government Press on or before 12.00 noon on 20th October, 2017.

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

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

Department of Government Printing,  
Colombo 08,  
01st January, 2017.

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

GANGANI LIYANAGE,  
Government Printer (Acting).



## Examinations, Results of Examinations, &c.

### PROVINCIAL COUNCIL PUBLIC SERVICE COMMISSION - NWP

#### Open Competitive Examination for the Recruitment to the Grade III of the North Western Provincial Council Public Management Assistant Service - 2017

- 1.0 Applications are invited from the Sri Lankan Citizens Who are Permanent residents of the North Western Province to be recruited to the Posts of Grade III of the Public Management Assistant Service of the North Western Provincial Council. It is hereby announced that the above examination will be conducted by the Commissioner General of Examinations in December 2017.
- 2.0 Candidates who will be qualified on the results of the written examination conducted by the Commissioner General of Examinations, will be selected to be appointed for the post of Grade III of the Public Management Assistant Service of the North Western Provincial Council, on the basis of District population proportion of the North Western Province as per the Public Administration Circular 15/90.
- 3.0 The Number of candidates who will be appointed and the effective date of the appointment will be decided by the North Western Provincial Council Public Service Commission. The North Western Provincial Council Public Service Commission reserves the right of filling or not filling all the vacancies or a certain number of vacancies, or taking the final decision in this regard.
- 4.0 *Salary*:-As per the Public Administration Circular No. 03/2016 dated 25.02.2016, the salary scale applicable to the Grades III, II and I of the Public Management Assistant Service is Rs. 28,940- 10 x 300 - 11 x 350 - 10 x 560 - 10 x 660 - Rs.47,990. However, this will be paid to you with effect from 01.01.2020. Salaries will be paid according to the schedule II of the above circular from the date of appointment (Officers should be promoted to the Grade II in order to go beyond Rs.31,940 and they should be promoted to the Grade I in order to go beyond Rs. 35,790).
- 5.0 This Post is permanent. The applicable pension scheme for the officers appointed to the Grade III of Public Management Assistant Service by this examination will be decided in future in accordance with the policy decision taken by the Government in this regard.
  - 5.1 This appointment will be subjected to a probation period of three years. Appointees should pass the first efficiency bar examination within 03 years from the date of appointment to the Grade III of Public Management Assistant Service, as mentioned in the Service Minute.
  - 5.2 Appointees should obtain the competency in the other official language/languages other than the language of enrolment in terms of the Public Administration Circular 01/2014 and subsequent circulars within 5 years from the date of appointment.
- 6.0 *Qualifications*:- The following qualifications will be applicable for the recruitment to the posts of Grade III of the Public Management Assistant Service of the North Western Provincial Council.
  - (a) Should be a citizen of Sri Lanka who is a permanent resident in the territory of the North Western Provincial Council for a period at least 03 years as at closing date of applications.
  - (b) Age should be not less than eighteen years (18) and not more than thirty years (30) as at closing date of applications. (Accordingly, the age requirement will be fulfilled only if the date of birth of the applicant falls on or before 14.11.1999 or on or after 14.11.1987).
  - (c) Should have an excellent moral character.
  - (d) Should have obtained the following educational qualifications.

- (1) Should have passed 06 subjects in the same sitting with Credit passes for four (04) subjects including Sinhala/ Tamil/English Language and Mathematics at the General Certificate of Education (Ordinary Level) Examination.  
*and*
- (2) Should have passed all subjects (excluding Common General Test and General English) in the same sitting at the General Certificate of Education (Advanced Level) Examination. Passing of 03 Subjects in sufficient under the old syllabus.

it is compulsory that each applicant should have completed the qualifications relevant to the Post on or before the closing date of applications.

#### 7.0 (A) Selection on the District Population Proportion Basis.

Recruitment to the service will be done on representation basis. A number of vacancies will be reserved for each Administrative District of the North Western Province according to the proportion of the Population of each District. Only the applicants from the respective District will be allowed to compete for the vacancies reserved for that District.

- (i) In the event there is no adequate number of successful applicants to fill the vacancies reserved for a District, the balance number of vacancies will be allocated to the adjacent District.

#### (B) Qualifications required to be belonging to a District.

An applicant should satisfy at least one of the following requirements in order to compete for the vacancies reserved for a District.

- (i) He/She should be a permanent resident of the respective District for a continuous period of at least three (03) years during precedent five (05) years to the closing date of applications. Otherwise,
- (ii) He/She should have undergone Secondary Education for a continuous period of five (05) years in the respective District.

#### (C) Applicants should produce the residency certificate issued by the Grama Niladhari and counter signed by the Divisional Secretary to prove the relevant District under (B) (ii) above, whenever requested.

- Note :-**
1. Applicants will be allowed to select the District where his/her father's or mother's birthplace is situated, if his/her father or mother served in a transferable service in the Public Service or Provincial Public Service or Public Corporation (Applicants should produce the Birth Certificates of their parents for this purpose).
  2. Any applicant will not be allowed to compete for the vacancies more than one District. Once the preferred District is mentioned, it cannot be changed.

#### 8.0 Examination Procedure :-

- (A) This Examination will be conducted in Sinhala, Tamil and English Languages. Applicant should select one language medium and all question papers should be answered in the selected language medium. Applicants will not be allowed to change the applied language medium at a later stage. This examination will be comprised of two question papers.

<i>Question Paper</i>	<i>Marks</i>	<i>Duration</i>
(01) Language Skills	100	2 1/2 Hours
(02) Aptitude	100	1hour

Language Skills	This question paper will be comprised of subjective questions to test the expression of ideas, comprehension, spelling, Language and essays, drafting of a given letter, preparation of charts and tables from given data, summarizing of a given text, writing the idea of several given sentences in single sentence and knowledge on usage of simple grammar. All questions should be answered.
Aptitude -	This question paper will be comprised of subjective questions to test the numerical skills, logical skills and general intelligence of the applicants. There will be 50 multiple choice and structured questions and all questions should be answered.

**Note :**

- (i) These question papers will be prepared to test the qualifications and skills of the candidates required for performing of the duties.
- (ii) Illegible handwriting and spelling mistakes in all written answer sheets will be penalized.

Even though this is a competitive examination, applicants are required to obtain at least 50% of the total marks of the examination and at least 40% of the marks for each and every subject. Appointment will be given so as to fill the number of vacancies reserved for this examination, in order of merit according to the total marks obtained.

9.0 *Penalty for false information.* - Application should be filled in due concern with accurate information. If a candidates is found to be ineligible according to the rules of this examination, his/her candidature is liable to be cancelled prior to the examination or during the examination or at any later stage.

10.0 *Examination Fees* :- Every applicant should pay an examination fee to the Commissioner General of Examinations. A sum of Rupees Six Hundred (Rs.600) being the examination fee should be paid at any Post Office/Sub -Post Office to be credited to Revenue Head 2003-02-13 of Commissioner General of Examinations and the receipt obtained in the name of applicant should be affixed to the application (A Photocopy of the receipt should be retained with the applicant for future reference). Receipts other than the above mentioned receipts obtain in the name of applicant or Money Orders or Stamps will not be accepted and it should be noted that the examination fee is non - refundable under any circumstance. It will not be allowed to transfer the fees to any other examination.

11.0 *Applications*:- Applications should be prepared according to the specimen application given at the end of this notification using the both sides of the A4 (21 cm x 29cm) (Normal half- sheet) size paper including ;

- (A) paragraph 1.0 to 3.1 in the first page, and
- (B) paragraph from the paragraph 3.2 to the rest of the pages. Applications should be filled legibly in own handwriting.
- (C) When preparing the applications, the name of the examination should be mentioned in English in addition to Sinhala in Sinhala applications, in Sinhala in addition to the English in English applications, as the title of the application.
- (D) When writing the name of the applicant under the paragraph 1.1 of the application, the last part of the full name of the applicant should be written first and the initials relevant to surname and other names should be written thereafter.

*Eg.* - Full Name according to 1.2 of the application - MATHURATA GAMARALALAGE BUDDHIKA SARATH KUMARA GUNAWARDHANA

It should be written as GUNAWARDHANA M. G. B. S. K. under the paragraph 1.1.

The applications received after the closing date of applications and applications which do not comply with the specimen application, will be rejected without any notice. Further, it is the responsibility of the applicant to check whether the prepared application complies with the specimen. The applicant should bear the liability for the losses due to incomplete applications. It would be useful to keep a photocopy of the completed application. The copies of the certificates or any other documents should not be enclosed with the application.

12.0 Cities and its Numbers, at which the examination will be conducted.

<i>City</i>	<i>No. of the City</i>
Kurunegala	01
Kuliyapitiya	02
Maho	03
Chilaw	04
Puttlam	05

*Note -*

01. It will not be allowed to change the applied Cities later. In the event there is no adequate number of applicants for a City they will be directed to the City of second preference. In the event there is no adequate number of applicants for the city of second preference, they will be directed to an adjacent city. However, if there is no adequate number of applicants even for that examination centre, they will be directed to another nearby examination centre.
02. Appointment letter will be issued to the name with initials as mentioned in the application and therefore, applicants should mention their name correctly in the application according to the given example. Applicants will not be allowed to change or to include/delete parts of the name at the time of giving the appointments.
  - 12.1 The Signature of the applicant in the application and the admission card for examination should be attested by a Principal of a Government School, Justice of Peace, Commissioner of Oaths, Attorney-at-Law, Notary Public, Commissioned Officer in the Armed Forces, an Officer holding a Gazetted post in the Police Service or an officer holding a permanent post in the Public Service whose annual combined salary is above Rs.240,360.
  - 12.2 **“Open Competitive Examination for Recruitment to Class III of North Western Provincial Public Management Assistant Service - 2017”** along with the District and Language Medium should be clearly written on the top left hand corner of the envelope enclosing the application.
  - 12.3 Duly completed applications should be sent through the registered post to **Commissioner General of Examinations, Agency and Foreign Exams Division, Department of Examinations P. O. Box 1503, Colombo** on or before 14.11.2017.
  - 12.4 All applicants who have submitted the applications and paid the examinations fees on or before closing date of applications will be allowed to sit for the examination by the Commissioner General of Examinations presuming that only the persons who have fulfilled the basic qualifications mentioned in this *Gazette* have applied for the examination. Issuance of an Admission Card for the Examination should not be considered as an acceptance for fulfillment of qualifications for this post by the applicants. If it is found that an applicant has not completed the qualifications at the time of the interview, the candidature of such applicants will be cancelled.
- 13.0 Admission Cards for the examination will be issued by the Commissioner General of Examinations. Admission Card in which the signature should be attested, should be produced to the Supervisor by the candidates on the first day of the examination.
  - 13.1 A paper notice will be published by the Department of Examinations immediately after issuing the admissions. In case the admission is not received even after two or three days of the paper notice, applicants should inquire about the admission from the Agency and Foreign Exams Division of the Department of Examinations. When inquiring, it would be more productive to send a request letter by fax to the fax number mentioned in this notification including the name of the applied examination, full name of the applicant, National Identity Card Number, Address and a Fax number that can be used to receive a copy of the admission immediately. When making this request, it would be useful to keep a copy of the application, a copy of the receipt for the payment of examination fees, and a copy of the postal registration receipt of the application, ready with the applicant so as to verify details requested by the Department.

- 14.0 Every applicant should prove his/her identity by producing any of the following documents to the supervisor of the examination hall.
- (i) National Identity Card issued by the Department of Registration of Persons,
  - (ii) Valid Passport.
- 15.0 Issuance of an Admission Card to an applicant should not be considered as an acceptance for his/her eligibility to sit for the examination.
- 15.1 *Exam Results :*
- Result sheet prepared in order merit according to the total marks obtained by the applicants at the written examination as mentioned in the paragraph 8.0 of this notification, will be sent to the Secretary, North Western Provincial Council Public Service Commission. Thereafter, the results will be sent personally to all applicants or will be published in the www.results.exam.gov.lk website of the Department of Examinations.
- 16.0 Applicants should abide by the rules and regulations imposed by the Commissioner General of Examinations and to the decisions taken in respect of issuing the results, Applicants will be liable for any penalty imposed by the Commissioner General of Examinations if they violate such rules and regulations. Further, the decision of the North Western Provincial Council Public Service Commission on conducting this examination, giving appointments, all other matters and the matters not covered by this notification, if any, will be final and conclusive.
- 17.0 “In the event of any mismatch or inconsistency between the Sinhala, Tamil and English texts of this notification, Sinhala text shall prevail”.

PADMINI KARIYAWASAM,  
Secretary,  
North Western Provincial Council Public  
Service Commission.

North Western Provincial Council Public Service Commission,  
Provincial Council Office Complex,  
Kurunegala.  
28th September, 2017.

(Any liability will not be bared for any incorrect application or notification prepared by various institutions based on this notification)

#### SPECIMEN APPLICATION

#### Open Competitive Examination for Recruitment to Class III of North Western Provincial Public Management Assistant Service - 2017

වයඹ පළාත් සභා රාජ්‍ය කළමනාකරණ සහකාර සේවයේ III වන ශ්‍රේණියට බඳවා ගැනීමේ විවෘත තරඟ විභාගය - 2017

(For official use only)

Language Medium of Examination :-

Sinhala - 2 ☐  
Tamil - 3 ☐  
English - 4 (Please write the relevant number inside the cage)

- The District of Residence from which you compete according to the paragraph 7.0 of the *Gazette Notification*

	<i>City</i>	<i>No. of the City</i>
1		
2		
3		
4		
5		

District	Number of the District

[illegible]

(Write the relevant number inside the cage)

Year: 

--	--	--	--

Month: 

--	--

Date: 

--	--

Years: 

--	--

Months: 

--	--

Days: 

--	--

[illegible]

- 4.0 4.1 From which date you are residing in the District ? : \_\_\_\_\_.
- 4.2 Divisional Secretary/Assistant Government Agent Division of Residence : \_\_\_\_\_.
- 4.3 Grama Niladhari Division: \_\_\_\_\_.

5.0 Educational Qualifications :

5.1 Details of the G. C. E. (O/L) Examination

- (i) Year and Month of the Examination : \_\_\_\_\_.
- (ii) Index No. : \_\_\_\_\_.
- (iii) Results : \_\_\_\_\_.

<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>
1		6	
2		7	
3		8	
4		9	
5		10	

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

- (i) Year and Month of the Examination : \_\_\_\_\_.
- (ii) Index No : \_\_\_\_\_.
- (iii) Results : \_\_\_\_\_.

<i>Subject</i>	<i>Grade</i>
1	
2	
3	
4	

5.3 if a Degree has been obtained from a recognized University

- (i) University : \_\_\_\_\_
- (ii) Degree : \_\_\_\_\_
- (iii) Year of Examination : \_\_\_\_\_

6.0 Other Qualifications : \_\_\_\_\_

- 7.0 Have you ever been convicted by a Court for any offence ? : \_\_\_\_\_ (Please provide details if 'Yes')
- (Please mark ✓ as inside relevant cage)

Yes : ☐ No : ☐

8.0 Details of the Receipt for Payment of Examination Fees :

- (i) Post Office/Sub - Post Office to which the Examination Fees was Paid : \_\_\_\_\_
- (ii) Number and the Date of Receipt : \_\_\_\_\_
- (iii) Amount Paid : \_\_\_\_\_

Please paste the receipt here firmly (It would be useful to retain a copy of the receipt)



9.0 Declaration of the Applicant :-

- (A) I certify that the information furnished by me in this application is true and accurate to the best of my Knowledge. I agree to bear the loss resulting from filling this application incompletely or incorrectly. Further, I declare that I have filled all parts of this application accurately.
- (B) I know that I will be ineligible for this post prior to the appointment and liable for termination of appointment after getting the appointment, if it is found that this declaration is false.
- (C) The receipt obtained after payment of examination fees is affixed to this application. I know that I should abide by the rules and regulations related to the examination imposed by the Commissioner General of Examinations and the decisions taken in respect of issuing the results.
- (D) I declare that I will not make any request at a later stage to change any information mentioned in this application.

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

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

10.0 Attestation of the Signature of the Applicant

I do hereby certify that the applicant Mr./Mrs./Miss ..... is known to me personally, he/she placed his/her signature before me on .....and he/she has paid the examination fees and pasted the receipt to this application.

\_\_\_\_\_,  
Signature and the Rubber Stamp of the  
Attester.

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

Name in Full of the Certifying Office :\_\_\_\_\_

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

Address :\_\_\_\_\_

(Please place the rubber stamp as proof)

(Note :- Any document other than the receipt of the payment of the examination fees should not be attached and sent with the application)

10-442