

N. B.— Part IV (A) of the Gazette No. 2,059 of 16.02.2018 was not published.

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

අංක 2,060 – 2018 පෙබරවාරි මස 23 වැනි සිකුරාදා – 2018.02.23

No. 2,060 – FRIDAY, FEBRUARY 23, 2018

(Published by Authority)

### PART I: SECTION (IIA) – ADVERTISING

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

	PAGE		PAGE
Post - Vacant	416	Examinations, Results of Examinations &c.	422

#### 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 16th March, 2018 should reach Government Press on or before 12.00 noon on 02nd March, 2018.

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

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

GANGANI LIYANAGE,  
Government Printer (*Acting*).

Department of Govt. Printing,  
Colombo 08,  
01st January, 2018.

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



**1. General Qualifications required :**

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

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

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

**2. Conditions of Service-General :**

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

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

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

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

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

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

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

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

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

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

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

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

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

Officers may in the first instance be appointed to act in the new post for a specified period with a view to testing him in his new post.

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

**4. Terms of Engagement :**

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

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

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

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

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

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

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

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

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

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

**6. Definition of Salary for the purpose of Eligibility :**

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

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

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

### Rules and Instructions for Candidates

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to declare

everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## Posts – Vacant

### JUDICIAL SERVICE COMMISSION

#### Applications called for the Post of Assistant Investigation Officer

APPLICATIONS are called to recruit an officer for the post of Assistant Investigation Officer at the Judicial Service Commission Secretariat.

2. *Salary Scale.*— In terms of Public Administration Circular No. 03/2016 dated 25.02.2016 Salary scale entitled to the post is SL 1-2016. Which is Rs. 47,615-10x1335-8x1630-17x2170- Rs. 110,895/- The initial salary step will be step 03 (Rs. 50,285/-) of this Salary scale. An Efficiency Bar Examination before Rs. 58,295/- Candidates who have reached relevant salary step having completed 45 years of age will be released from the Efficiency Bar Examination. (Salary will be paid in terms of Schedule II of P.A. Circular 03/2016 till 01.01.2020).

3. *Age limit.*— Should be not less than 21 years and not more than 35 years of age as at the last date of receiving applications. The upper age limit is not applicable for those who are already employed in Public Service holding permanent and pensionable posts.

#### 4. Educational and other qualifications :

(a) An Attorney-at-Law who has been in active practice for a period not less than 04 years ;

or

(b) An Officer in Grade II of the Sri Lanka Judicial Registrars Service ;

or

(c) An officer with service experience in Government Legal Institutions for at least 07 years and 05 years service in Class I of General Clerical Service/ Grade I of Public Management Assistants' Service or an officer with service experience in Government Legal Institution for at least 12 years and 10 years service in Class II Segment 'A' of General Clerical Assistants' Service.

**Note.**— Experience in Court Procedure, Accounting, Administration and Auditing will be considered as an additional qualification.

5. It is compulsory that all the candidates shall have satisfied all the qualifications relevant to the post on or before the date of calling for applications.

6. All the candidates,

- (a) Should be of excellent character and good health.
- (b) Should be citizen of Sri Lanka.

7. The post is permanent and pensionable Officers should comply to policy decisions taken by the Government in the future about the pension scheme entitled.

8. The candidates should be able to provide the documents given below when requested :

- (a) Birth certificate,
- (b) Certificate of the highest educational qualification,
- (c) Certificate of the professional qualification,
- (d) Highest educational certificate in Sinhala/Tamil/English.
- (e) Certificates in support of experience in Court Procedure Accounting, Auditing Administration Work, Investigations and disciplinary work (if available).

9. Applications should be submitted in accordance with the relevant specimen from the applications which do not confirm to the specimen application form and the incomplete applications will be rejected without any notice. Any disadvantage caused due to submitting incomplete applications will have to be borne by the candidate himself.

10. Dully filled applications should be forwarded by registered pots personally to the address "**Secretary, Judicial Service Commission Secretariat, Hulftsdorp, Colombo 12**" on or before 15.03.2018.

11. The top left hand corner of the envelope containing the application should be clearly marked "Recruitment to the post of Assistant Investigation Officer".

12. Applications from officers in Public Service/Co-operations should be forwarded through their Heads of the Departments/Co-operations.

13. No other officer in this office except the Secretary, Judicial Service Commission should be contacted in relation to the applications or any other relevant document.

14. Attention of the candidates is focused to the general conditions relevant to Public Service appointments Published in the *Gazette* of the Democratic Socialist Republic of Sri Lanka.

SANJEEWA SOMARATNE,  
Secretary,  
Judicial Service Commission.

Judicial Service Commission Secretariat,  
Colombo 12.  
February 2018.

### JUDICIAL SERVICE COMMISSION

#### SPECIMEN APPLICATION FORM FOR THE POST OF ASSISTANT INVESTIGATION OFFICER

01. Name in Full (Block letters) :\_\_\_\_\_.

02. (i) Permanent Address :\_\_\_\_\_.  
(ii) Official Address :\_\_\_\_\_.

03. Nationality :\_\_\_\_\_.

04. (i) Date of Birth :\_\_\_\_\_.  
(ii) Age :\_\_\_\_\_.

05. (i) Gender: Male/Female :\_\_\_\_\_.  
(ii) Married? Unmarried? Widow? :\_\_\_\_\_.  
(iii) Give details if spouse is employed in the Public Service/ Co-operation or Private institution :  
\_\_\_\_\_.

06. Educational/Professional Qualifications :\_\_\_\_\_.  
(with dates)

07. Give full details relevant to (a), (b) and (c) and the note in paragraph 04 of the *Gazette* Notification :\_\_\_\_\_.  
(Service periods with dates)

08. (i) If an Attorney at Law, mention the date of Enrolment :\_\_\_\_\_.  
(ii) Period of service in active practice :\_\_\_\_\_.  
(with dates)

09. Give full service details if employed in Government Service/Co-operation :\_\_\_\_\_.  
(Service periods with dates)

10. Highest examination passed :  
(i) In Sinhala :\_\_\_\_\_.  
(ii) In Tamil :\_\_\_\_\_.  
(iii) In English :\_\_\_\_\_.

11. Persons from whom personal information can be ascertained :\_\_\_\_\_.

(Should be responsible persons who are personally known to you)

(Not applicable for persons employed in Government/ Co-operations)

(i) Name :\_\_\_\_\_.  
Address :\_\_\_\_\_.  
Occupation :\_\_\_\_\_.  
Period of time know by you :\_\_\_\_\_.

(ii) Name :\_\_\_\_\_.  
Address :\_\_\_\_\_.  
Occupation :\_\_\_\_\_.  
Period of time know by you :\_\_\_\_\_.

I do hereby certify that the particulars furnished by me in this application are true and accurate.

\_\_\_\_\_,  
Signature of candidate.

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

#### *Certificate of the Head of the Department/Co-oration*

I hereby declare that the information furnished by the officer Mr./Mrs./Miss ..... in paragraph 09 of this application are correct according to his/her personal file. He/She can be/cannot be released from the post if selected for above post.

\_\_\_\_\_,  
Signature of the Head of Department/  
Co-oration.

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

02-609

### PUBLIC SERVICES COMMISSION

#### Recruitment for the Post of Legal Officer (Executive Category Grade iii) on Open Basis Ministry of Local Government and Provincial Councils

APPLICATIONS are called from Citizens of Sri Lanka with qualifications specified in this notification to fill a vacancy in the post of Legal Officer of the Ministry of Provincial Councils and Local Government.

01. *Method of recruitment.* – Applicants who obtained maximum marks from a structured interview conducted by an interview board appointed by Public services Commission out of applicants who have completed qualifications specified in the notification will be recruited to fill the existing vacancy. Structured interview will be held in conformity with the marking scheme (under No. 06) approved by Public Services Commission.

02. *Qualifications :*

(i) *Educational/Professional Qualifications :*

Should have possessed a degree in Law from a university recognized by University Grants Commission or having taking oath as a lawyer of the Supreme Court.

(ii) *Experience :*

Should have an active professional service period not less than three (03) years after taking oath as an attorney at law.

(iii) *Physical Qualifications :*

Every applicant should be physically and mentally fit to serve in any part of the island and to perform duties of the post.

(iv) *Other :*

\* Should be a citizen of Sri Lanka

\* Should be of excellent character

\* Should have proficiency in English

\* Requisite qualifications for this post should have been completed in every aspect as at the closing date.

03. *Service occupying conditions and service conditions :*

(i) This post is permanent and pensionable. You will be subject to any policy decision that will be taken by the government on your pension scheme. You shall contribute for the Widows/Widowers' and Orphans' Pension scheme. You should make contribution time to time as ordered by the Government.

(ii) This appointment will be subject to a probation period of three (03) years. Officers should pass the first efficiency bar examination within three years of the appointment.

(iii) Every Officer should obtain the proficiency in the other official language in addition to the before exceeding five years from the appointment and the officers who have been recruited in medium other than an official language should obtain required proficiency in official languages within their probationary period as per the provisions of Public Administrative Circular 01/2014 dated 21.01.2014 and circulars incidental thereto.

(iv) This appointment is also subject to the procedural rules of Public Services Commission, Financial regulations, provisions of Establishments Code, provisions in the recruitment procedure of the posts of Executive Category of the Ministry of Provincial Councils and Local Government (for the post of Legal Officer) and the amendments and provisions that may be made thereto in future.

04. *Age Limit.* – The applicant should not be less than 21 years and not more than 45 years of age.

05. *Salary Scale.* – Monthly Salary Scale. - Rs. 47,615-10x1,335-8-17x2170-Rs.110,895/-. (Salary segment is SL-1-2016 of P.A.C No. 03/2016 dated 25.02.2016. Salaries will be paid in terms of the schedule II of the provisions of this circular.)

06. Marking scheme for the structured interview :

S. No	Subject	Marks	Maximum Marks
01.	<b>Additional Educational qualifications</b> Degree in Law from a recognized university -First Class -Second Class (Upper) -Second Class (Lower)  First Class in the final year of Law College Second Class in the final year of Law College Note: 10 marks should be given only First Class is obtained in the final exam (Marks will be given only for the maximum qualification. Either for the degree (LLB) or Law College qualification)	20 15 10  15 10	20
02.	<b>Additional Professional Qualifications</b> Post Graduate Diploma in relevant field or Post Graduate Diploma in law issued by an institute recognized by the University Grants Commission (05 marks per Diploma)  Diploma of not less than six months in relevant field offered by an institute recognized by the government. (3 marks per Diploma)  Certificate course of not less than three months in relevant field offered by an institute recognized by the government. (2 marks per certificate course)		15
03.	<b>Additional Experience</b> Experience as Attorney at Law in Government or private sector - Maximum 30 marks - five marks per year - not less than six months and not more than one year - 02 marks  (Except three years of service period engaged in service as an Attorney at Law, to acquire basic qualifications.)  (Additional experience should be confirmed by a certificate issued by an Attorney at Law or President's Counsel or judge with a service period not less than 20 years)		30
04.	<b>Proficiency in English Language (Maximum marks 15)</b> Post graduate/degree/post LLB degree/LLB degree studied in English medium. (All relevant question papers should be answered in English medium)  English Language Diploma from a university recognize by University Grants Commission or an institution recognized by the government. (01 year or 1500hrs)  English Language Certificate course from a university recognized by University Grants Commission or an institution recognized by the government. 06 months/720 hours 03 months/360 hours (Marks are given only for the maximum qualification.)	15  10  07 05	15

S. No	Subject	Marks	Maximum Marks
05.	<b>Proficiency in Information Technology (Maximum marks 15)</b> Should have possessed a degree in Information Technology as a main subject from a university recognized by University Grants Commission  A diploma on information technology not less than one (01) year or 1500 hours from a government recognized institute  A certificate course on information technology of 06 months/720 hours 03 months/360 hours From a government recognized institute (Marks are given only for the maximum qualification.)	15  10  07 05	15
06.	<b>Marks to be given at the interview for skills</b>		<b>05</b>
	<b>Total Marks</b>		<b>100</b>

07. *Identity of candidate.*— Only the applicants who have submitted complete applications in every aspect will be called for the structured interview. Original copies of all certificates and duly certified copies of them should be submitted at the interview. Any of the following documents will be accepted to confirm the identity at the interview :

- (i) National Identity card issued by the Department of Registration of Persons;
- (ii) Valid passport

08. *Method of Application :*

- (i) Applications should be sent by registered post to reach the following address on or before 26.03.2018  
Applications received after the due date will be rejected.

Secretary,  
Ministry of Provincial Councils and Local Government,  
No. 330, Union Place  
Colombo 02

- (ii) A specimen application is given at the end of the of this notification. Applicants should prepare their applications using A4 size papers as No. 1.1 to No. 5.1 in first page, No. 5.2 to No. 7 in second page and No. 8 to No. 9 in third page in applicant's own hand writing.
- (iii) "Application for the post of Legal Officer" Should be mentioned at the top left corner of the envelope enclosing the application.
- (iv) The signature of the applicant should be attested by a Principal of a Government School/ Justice of the Peace/ a Commissioner of Oaths/ Attorney at Law/ Notary Public/ a Commissioned Officer of three armed forces or an officer holding a permanent post in public service drawing a consolidated monthly salary of Rs. 32,807/- or above.
- (v) Candidates who are already in the Public or Provincial Public Services, should forward their applications through the respective Heads of their Departments in which they are serving at present.
- (vi) The applications which are not conformed to the prescribed specimen application will be rejected. No complaints will be admitted on loss or delay of applications.



09. *Furnishing false particulars.* – If any of the particulars furnished by you are found to be false or erroneous before the recruitment, your candidature will be cancelled. In case such falsehood or error is detected after the recruitment, action will be taken to discontinue your service, subject to relevant disciplinary actions being taken.

On order of the Public Service Commission,

H. T. KAMAL PATHMASIRI,  
Secretary,  
Ministry of Provincial Councils and  
Local Government.

Ministry of Provincial Councils and  
Local Government,  
Colombo 02,  
On 09th February, 2018.

### SPECIMEN APPLICATION

RECRUITMENT FOR THE POST OF LEGAL OFFICER  
MINISTRY OF PROVINCIAL COUNCILS AND LOCAL GOVERNMENT

(For Office Use Only)

- 1.0 1.1 Name with Initials :- Mr/ Mrs/ Miss :\_\_\_\_\_.  
(In Block capitals)  
1.2 Full Name (In block Capitals) :\_\_\_\_\_.  
1.3 Full Name (In Sinhala) :\_\_\_\_\_.

- 2.0 2.1 Permanent Address :\_\_\_\_\_.  
2.2 Telephone Number :  
Residence :\_\_\_\_\_. Mobile :\_\_\_\_\_.

- 3.0 3.1 Ethnicity :   
Sinhala - 1, Tamil - 2, Muslim - 4, Other - 5

- 3.2 Gender : 

Female	<input type="checkbox"/>
Male	<input type="checkbox"/>

- 3.3 Marital Status:

Married	<input type="checkbox"/>	Unmarried	<input type="checkbox"/>
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- 3.4 National Identity Card No. :

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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- 3.5 Date of Birth:  
Date :\_\_\_\_\_. Month :\_\_\_\_\_. Year :\_\_\_\_\_.

- 3.6 Age as at 26.03.2018 :  
Days :\_\_\_\_\_. Months :\_\_\_\_\_. Years :\_\_\_\_\_.

- 4.0 4.1 Educational Qualifications in Legal Studies :

- (a) (i) University :\_\_\_\_\_.  
(ii) Date of Graduation :\_\_\_\_\_.  
(b) (i) Registration No. at the Law College :\_\_\_\_\_.  
(ii) Date of passing the Examination of Law College :\_\_\_\_\_.

- 5.0 5.1 Date of taking oaths as an Attorney at Law at the Supreme court :\_\_\_\_\_.

- 5.2 Pass received for English Language at the G.C.E. (O/L) Examination or G.C.E. (A/L) Examination :\_\_\_\_\_.

- 5.3 Active Experience as an Attorney at Law (No. of Years) :\_\_\_\_\_.  
(Specify the time period and the mentor you have been practiced)

- 5.4 Qualifications as per the paragraph 06 of the Gazette Notification :\_\_\_\_\_.

Serial No.	Qualifications	Institute	Time Period
01	Additional Educational Qualifications		
02	Additional Professional Qualifications		
03	Additional Experience		
04	English Language		
05	Information Technology		

- 6.0 Have you been convicted before a court of Law ?  
Yes / No

- 6.1 (if "Yes" explain) :\_\_\_\_\_.

- 7.0 Applicant's Declaration :

- (a) I do hereby declare that the particulars given by me in the application are true and correct. If my declaration is found to be false or incorrect, I am liable to be disqualified before selection and to dismissal if detected after the appointment without any compensation.

\_\_\_\_\_,  
Applicant's Signature.

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

## 08. Attestation of Applicant's Signature:

Should be attested by a Principal of a Government School/ Justice of the Peace/ a Commissioner of Oaths/ Attorney at Law/ Notary Public/ a Commissioned Officer of three armed forces/ a *Gazettes* Police Office or an officer holding a permanent post in public service drawing a consolidated monthly salary of Rs. 32,807/- or above.

I certify that Mr./Mrs./Ms. .... (Name in full) who is submitting this application is personally known to me and he/she has placed his/her signature in my presence on the ..... day of ..... under the above paragraph 07.

\_\_\_\_\_,  
Signature of the Attester.

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

Name of the Attester : \_\_\_\_\_.

Position : \_\_\_\_\_.

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

Telephone No. : \_\_\_\_\_.

(Should be supported by the official frank)

## 09. If the applicant is in the Public Service, Certification of Head of the Institution:

I certify that the applicant, Mr./Mrs./Miss ..... (Name in full) who is submitting this application is personally known to me and he/she has placed his/her signature in my presence on the ..... day of ..... under the above paragraph 07.

I certify that his / her duties, attendance and conduct are ..... He / She could / could not be released from the present post.

\_\_\_\_\_,  
Signature of Department Head.

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

Name of certifying officer : \_\_\_\_\_.

Position : \_\_\_\_\_.

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

Telephone No. : \_\_\_\_\_.

(Should be supported by the official frank)

02-853

## Examinations, Results of Examinations & c.

### MINISTRY OF FOREIGN AFFAIRS

#### 1<sup>st</sup> and 2<sup>nd</sup> Efficiency Bar Examination and Second Language Test for the Officers of the Sri Lanka Foreign Service – 2017 (2018)

IT is hereby notified that the Efficiency Bar Examination and the Second Language Test for Officers in the Sri Lanka Foreign Service will be held in Colombo and in Sri Lanka Missions abroad in June 2018. The oral examination will be held only in Colombo.

02. The Time Table would be prepared enabling the candidates to sit for both Efficiency Bar Examinations at the same time.

03. *Syllabus* – Syllabus and other Provisions by which the First and Second Efficiency Bar Examinations are Governed and indicated in the respective Service Minute.

Syllabus and other provisions for the Second Language Test are indicated in Appendix “A” while syllabus and other provisions for the First and Second Efficiency Bar Examinations and for the foreign languages are indicated in Appendix “B”.

Officers are allowed to sit for the subjects of the Efficiency Bar Examination at one or more sittings. Action will be taken to conduct Oral Tests for the officers who sit for the Second Language Test at the same venue at the same time.

04. The subjects for which the officers should appear in the Efficiency Bar are as follows:

#### 1<sup>ST</sup> EFFICIENCY BAR

PART I		
Subject No.	Subject	Duration hours
01.	Finance	03
02.	History and Geography of Sri Lanka	03
PART II		
03.	Elementary Constitutional Law and International Law	03
04.	Diplomatic Practice	03
05.	International Affairs	03
06.	The Sri Lanka Foreign Service Minute, Foreign Ministry Regulations and Compute Literacy	03

2<sup>ND</sup> EFFICIENCY BAR

PART I		
Subject No.	Subject	Duration hours
21.	Economic & Social Development in Sri Lanka	03
22.	Administration	03
(a) Office systems & Organizational Methods		
(b) Establishments Code (Volume I & Volume II)		

PART II		
Subject No.	Subject	Duration hours
23.	Elementary Constitutional Law and International Law	03
24.	Diplomatic Practice	03
25.	International Affairs	03

FOREIGN LANGUAGES

Subject No.	Subject	Duration hours
07.	Arabic	02
08.	French	02
09.	Russian	02
10.	Spanish	02
11.	Hindi	02
12.	Chinese	02
13.	German	02
14.	Japanese	02
15.	Italian	02
16.	Korean	02

SECOND LANGUAGES

Subject No.	Subject	Duration hours
30	Sinhala (Written)	02
31	Tamil (Written)	02
32	English (Written)	02
33	Sinhala (Oral)	
34	Tamil (Oral)	
35	English (oral)	

05. The attention of the Officers sitting for these Efficiency Bar Examinations is drawn to the Paragraph No. 5 of the Treasury Circular No. 701 dated 04<sup>th</sup> September 1966 which is reproduced below:

“Departmental examinations (including Promotional and Efficiency Bar Examinations) - The medium for Promotional Examinations as well as Efficiency Bar Examinations should be the language in which the officer sat for the Competitive Examination to enter the Public Service or the Official Language. In case where initial recruitment has been taken place without a competitive examination, the medium for Promotional/Efficiency Bar Examination should be the language in which the officer was qualified for entry into the Public Service or the Official Language.”

05.1 *Issuance of Results:*

Candidates are required to obtain 40% marks or above for each subject for a pass. Two separate result sheets, containing results of individual candidates, pertaining to both First & Second Efficiency Bar Examination will be sent to Secretary Foreign Affairs by the Commissioner General of Examinations.

06. Arrangements will be made by the Commissioner-General of Examinations for the candidates to answer the question papers in Sinhala, Tamil or English, except for the question papers on foreign languages. Medium applied to sit for the exam cannot be changed.

07. If a candidate is later found to have sat in a medium in which he is not entitled to sit, his candidature will be cancelled.

08. Application forms should be prepared in an A-4 size paper as per the specimen appended to this notification, containing items 1-8 on the first page and the rest on the second page. Both sides of the paper should be used. Applications should be filled in applicant's own handwriting clearly. Applications prepared in Sinhala and Tamil medium should also bear the name of the examination in English. Candidates appearing for both Examination should submit separate applications in respect of each Examination.

Since the applications which are not in conformity with the specimen and not provided with the required details will be rejected without notification. Applicants are advised to keep a photocopy of the application. Before sending the application applicant should verify whether the completed application is in conformity with the specimen form given in the notification regarding the examination and all the details have been included in it and the receipt has been affixed to it.

08.2. Penalty for furnishing false information:-You should be careful to provide correct information in perfecting the application. According to laws and regulations, if an applicant is found to be ineligible at any time before, during or after the examination his/her candidature is liable to be cancelled

09. The examinations will be conducted by the Commissioner General of Examinations and candidates will be bound by the rules and regulations prescribed by the Commissioner General for the conduct of examination. Candidates are subject to the laws and regulations imposed by the Commissioner General of the Examinations in relation to examination procedure and issuance of results. In case of violations of such laws and regulations, the candidate will be subject to a penalty imposed by the Commissioner General of the Examinations.

10. All applicants should send their applications to the Overseas Administration Division of the Ministry of Foreign Affairs to forward them to the Commissioner General of Examinations, on or before 23 March 2018. Those who are serving in Sri Lanka Missions abroad should send their applications through the Heads of Mission. Any Application received after the closing date will be rejected.

11. Admission cards will be issued by the Commissioner General of Examination to all the applicants who had submitted duly perfected applications on or before the closing date of applications and receipts for the payment of examination fees as required as per the notification attached, on the presumption that only those who possess the qualifications have applied. A notice will be published in news papers to that effect by the Department of Examinations as soon as admission cards are issued. If a candidate does not receive his/her admission even 02/03 days after the notification, it is advisable for him/her to make a request by fax with photocopies of the application and the receipt to the Commissioner General of Examination. It is also advised to indicate a fax number in the request enabling the Commissioner General of Examination to fax a copy of the Admission to the candidate. (The fax No. of the *Organization and Foreign Exams Branch*, the Department of Examinations is 0112784232)

11.1 Issuing an admission card to a candidate should not be considered that he/she has fulfilled the required qualifications to sit for the examination or for the post.

11.2 The applicant should get his/her signature placed in the application and admission card attested by the head of institution or an officer to whom the power is delegated by him.

12. Subsequent appeals by candidates who fail to comply with the requirements as stipulated in paragraph 11 above will not be entertained. Candidates should sit for the examination at the examination hall assign to him/her. Every candidate who appears for the examination should produce to the Supervisor of the examination hall, the admission card with his/her signature attested. Candidates who failed to produce his/her admission card will not be allowed to sit for the examination.

13. The following are the documents of Identity acceptable at the examination centre:

- (1) National Identity Card issued by the Commissioner of Registration of Persons,
- (2) Valid Passport

14. Candidates who sit for the examination for the first time are exempted from exam fees, while in the case of subsequent sittings fees will be levied on the following basis;

- (a) First sitting (whole examination or part thereof): free of charge
- (b) Each subsequent sitting :
 

	<i>Rs. cts.</i>
Complete examination	1,200 00
One Subject	600 00
Oral Test	300 00

The receipt obtained for the payment of fees at post office/sub post office in the island or Foreign Diplomatic Mission to the credit of to Revenue Head 2003-02-13 of the Commissioner General of Examinations should be firmly affixed to the application in the place provided.

You are kindly informed that no charges other than the examination fees will be made. Money orders or stamps will not be accepted for payment of examination fees. Under no circumstances will the examination fees be rejected or transferred in respect of another examination. It will be useful to keep a photocopy of the receipt.

15. The decision of the Public Service Commission will be final with regard to any matter that has not been mentioned in this notification. The decision of the Commissioner General of Examinations will be the final with regard to the examinations.

16. In case of divergence or inconsistency among different texts of this notification published in Sinhala, Tamil and English languages, the Sinhala text shall prevail.

PRASAD KARIYAWASAM,  
Secretary,  
Foreign Affairs.

Ministry of Foreign Affairs,  
Republic Building,  
Colombo 01.  
09<sup>th</sup> February 2018.

# SPECIMEN APPLICATION FORM

MINISTRY OF FOREIGN AFFAIRS

For office use only

## 1<sup>ST</sup> AND 2<sup>ND</sup> EFFICIENCY BAR EXAMINATIONS AND SECOND LANGUAGE TEST FOR THE OFFICERS OF THE SRI LANKA FOREIGN SERVICE – 2017 (2018)

Medium

Sinhala - 2  
Tamil - 3  
English - 4

(Please mark the relevant number in the cage)

01. The examination applied for

(Please mark the relevant number in the cage)

Examination	Relevant No.
Efficiency Bar 1	1
Efficiency Bar 2	2
Second language	3
Foreign language	4

02. (i) Name in full (In English block capitals) : \_\_\_\_\_.  
(Eg; HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

(ii) Last name with initials : \_\_\_\_\_.  
(In English block capitals. Put the initials after the last name Eg. GUNAWARDHANA, H.M.S.K.)

(iii) Name in full (In Sinhala/Tamil) : \_\_\_\_\_.  
(In English block capitals)

03. Address (for dispatch of admission cards) : \_\_\_\_\_.  
(In English block capitals)

04. Date of Birth:

Date:    Month:   Year:

05. National Identity Card No.

06. Sex:

(Please mark the relevant number in the cage)

Male - 0   
Female - 1

07. Date of appointment to the Sri Lanka Foreign Service

Date:    Month:   Year:

08. Present post : \_\_\_\_\_.  
(Please mark the relevant number in the cage)

09. Subjects offered should be clearly stated with the subject numbers given in para 04 of the notification. (Applicants will be allowed to sit for subjects indicated in the application only.)

Subject	Subject No.
i.	
ii.	
iii.	
iv.	
v.	
vi.	

10. State whether the applicant had appeared for the whole examination or part thereof previously. If so, state the index number, subjects, year and month : \_\_\_\_\_.  
(Please mark the relevant number in the cage)

I, declare that the information furnished above is accurate and that, I am eligible to sit for this examination in the language medium indicated above. Further, I abide by the rules and regulations laid down by the Commissioner General of Examinations with regard to the conduct of the examination.

The receipt No. .... for payment of examination fee is annexed.

Fee paid :Rs. ....

\_\_\_\_\_,  
Signature of applicant.

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

Examination fees :

- (i) Post office/sub post office/Foreign Diplomatic Mission where the examination fee was paid.  
\_\_\_\_\_.
- (ii) Amount paid :\_\_\_\_\_.
- (iii) Date :\_\_\_\_\_.
- (iv) Receipt number :\_\_\_\_\_.

Original Receipt should be pasted here  
(Please keep a photocopy of the receipt)

Commissioner General of Examinations,

Forwarded.

I, do hereby certify that the information furnished above is accurate and that Mr./Mrs./Miss..... is eligible to appear for this examination in the language medium indicated by him/her. I also attest the applicant's signature and the examination fees have been paid and the receipt is attached herewith.

\_\_\_\_\_,  
Signature and Designation of the  
Head of Department.

Date :\_\_\_\_\_.  
(Official Stamp)

#### Appendix "A"

#### SINHALA PART

The written paper will be of a two hour duration and candidates are required to obtain 40% marks or above in this paper for a pass.

It will contain questions on:

- (i) Grammar
- (ii) Translation of petitions or Gramaseva Niladhari's reports written in Sinhala into English.
- (iii) Translation of an official letter or a document in English into Sinhala

The oral Test will consist of the following:

- (i) Interpret in Sinhala an official material written in English, so that the passage can be understood and taken down in writing by a Sinhala speaking person.
- (ii) Reading a petition in Sinhala.
- (iii) Conversation and Interpretation

The purpose of the test will be to assess the candidates' ability of understanding Sinhala Language as it is spoken by different native speakers and of making him/herself understood both in common conversation and in the usual course of official business.

#### TAMIL

The Test in Tamil will consist of a written part and an oral part.

The written paper will be of a two hour duration and candidates are required to obtain 40% marks or above in this paper for a pass. It will contain questions on:

- (i) Grammar
- (ii) Translation of petitions or Gramaseva Niladhari's reports written in Tamil into English.
- (iii) Translation of an official letter or a document in English into Tamil.

The oral Test will consist of the following:

- (i) Interpret in Tamil an official material written in English, so that the passage can be understood and taken down in writing by a Tamil speaking person.
- (ii) Reading a petition in Tamil.

(iii) Conversation and Interpretation.

The purpose of the test will be to assess the candidates' power of understanding Tamil Language as it is spoken by different native speakers and of making him/herself understood both in common conversation and in the usual course of official business.

ENGLISH

The English paper will be of a two hour duration and candidates are required to obtain 40% marks or above in this paper for a pass. It will contain questions on:

- (i) Grammar
- (ii) Comprehension
- (iii) Precis writing
- (iv) Report and letter writing
- (v) Vocabulary

A prototype of the question paper is furnished below for the information of candidates.

PART A

- (a) Fill in the blanks with the correct form of the verb given within brackets:-

During the last war our country ..... 1 (be) a British Colony ..... 2 (take) a full part in the war effort. Consequently our tea, rubber and coconut ..... 3 (ship) to Britain at very favourable prices and the foreign exchange we ..... 4 (earn) ..... 5 (accumulate) as assets. Again during the Korean war in the early fifties our products ..... 6 (fetch) good prices and we ..... 7 (not have) any exchange problem. However, political independence ..... 8 (not given rise) to any effort to ..... 9 (build up) our economy we ..... 10 (be) a nation of consumers and we ..... 11 (Squander) our foreign exchange on consumer goods which ..... 12 (can produce) locally and incidentally diversified our economy. Over the last decade we ..... 13 (begin) to feel the pinch when our primary products ..... 14 (fail) to command good prices in the world market while our requirements of food both rice and subsidiary food stuffs ..... 15 (rise) in price.

- (b) Fill in the blanks with the correct preposition (where necessary):

As Assistant Secretary ..... 16 charge ..... 17 subjects. It was my duty to convene groups of officers dealing ..... 18 different aspects of development work in the Ministry ..... 19 time to time. They discussed ..... 20 various problems that they confronted and which they could not cope ..... 21 on their own. We were thus able to share our experience ..... 22 each other and make concrete proposals ..... 23 the Secretary every month. He in turn put ..... 24 his own plans for discussion ..... 25 these meetings.

- (c) Underline the correct letters given within brackets that would complete the spelling of the following words:

- 26. Har.....ment (rass/as/ass).
- 27. Ember.....(rass/as/ass).
- 28. Tol.....(arreance/erance/erence)
- 29. Par.....arian(liament/limen/liment)
- 30. Bal.....ing (let/lat/lot)
- 31. Itin..... (erary/array/erarie)
- 32. Pers.....(everance/everence/ewerence)
- 33. Bour..... (geoise/joursie/juwarsy)
- 34. Prolet ..... (ariet/ariat/eriyat)
- 35. Com.....ate (memorr/emor/memor)

- (a) In each of the following statements underline the correct word within brackets:-

- 36 The inventory was checked by the Board of (Survellance/Survey/Surveyors).
- 37 At the enquiry I had to be satisfied that the accused officer had (contradicted/ contravened/ contaminated) the regulations.
- 38 Every receipt should have a (counterfoil/ counterfeit/ counterpane) for the purpose of audit.
- 39 There was a possibility that the prosecution had (fabricated/fumigated/promulgate) the evidence.

- 40 (Discrete/Discretionary/Discriminatory) power was given to the Head of the Department under the relevant Act.
- 41 The Police Party had (laid/lie/lain) in ambush until the bribe taker arrived.
- 42 The entire staff turned upon (facilitate/ infiltrate/ felicitate) the watcher on his retirement.
- 43 In times of national crises we must avoid (luxuriant/ luxurious) habits.
- 44 Martial music was played over the radio during height of the battle to keep up the (moral/ morale/morals) of the people.
- 45 Candidates are advised to use (Stationary / Stationery) sparingly owing to the acute paper shortage.

(e) Underline the correct phrase in the brackets that means the same as the word or phrase underlined in each sentence.

- 46 In good management the boss should, support his staff in their work (back out/ back up/ back away)
- 47 The sales and replacement of stock amounted to over Rs. 5,000 (turn out/ turn up/ turn away).
- 48 We were warned at the start not to let out work get into arrears (set out/outset)
- 49 **They** younger son wasted his father's wealth in a few years. (ran over/ran through)
- 50 I wanted to see the film, but the queue deterred me from going (put away/put off).

#### Part B

Read the following passage carefully and then answer the questions set out below:

Most modern political ideals such, for example, as justice, liberty, constitutional government, and respect for the law or at least the definitions of them began with the reflection of Greek thinkers upon the institutions of City State. But in the long history of political thought the meaning of such terms has been variously modified and always the meaning has to be understood in the light of the institutions by which the

indicates were to be realized and of the society in which those institutions did their work. The Greek City States was so different from the political communities in which modern men live that it requires no small effort of the imagination to picture its social and political life. The Greek Philosophers were thinking of political practices far different from any that have prevailed commonly in modern world, and the whole climate of opinion in which the work was done was different. Their problems though not without their analogies in the present, were never identical with modern problems, and the ethical apparatus by which political life was evaluated and criticized varied widely from and that now prevails. In order to understand at all accurately what their theories meant is necessary first to realize at least roughly what kind of institutions they had in view and what citizenship connected, as an effect and as an ideal to the public for whom they wrote. For this purpose the Government of Athens-is especially important, partly because it is the best known, but chiefly because it was an object of special concern to the greatest of Greek Philosophers.

As compared with modern states the ancient City-State was exceedingly small both in area and in population. The numbers were exceedingly uncertain but a figure somewhat in excess of three hundred thousand would be approximately correct. Such an arrangement of a small territory dominated by a single City was typical of the City State.

In each of the following cases, choose the alternative which in your opinion supports the views expressed in the above passage. Place a tick (right mark) against the correct answer –

- 51 Athens is significant for the students of Greek political thought mainly because –  
(a) it was the most powerful of the Greek City States  
(b) its ideals had been carefully studied by the Greeks themselves  
(c) it had the most ideal form of Government  
(d) it is the best known of the Greek City-States
- 52 Greek political thought was concerned with problems  
(a) entirely unrelated to  
(b) identical with  
(c) different from Analogous but to
- 53 The moral and religious basis of Greek political idea is  
(a) very similar to modern moral and religious ideas  
(b) unknown  
(c) very different from modern moral and religious ideas



- 54 It is  
(a) easy  
(b) not at all easy  
(c) impossible
- 55 In comparison with the ancient Greek City States are  
(a) very large  
(b) very small  
(c) about the same size
- 56 The population of an ancient Greek City States was  
(a) much less than 300,000  
(b) over 3 million  
(c) just over 300,000
- 57 The City-State of Athens comparisons  
(a) a small territory governed by a singly city  
(b) a large territory governed by a number of cities  
(c) a small territory with village councils  
(d) a large territory with a de-centralized administration
- 58 At different times in the history of the world people  
(a) have thought in basically the same way  
(b) have thought in different ways  
(c) have contradicted the views of people of the previous generation
- 59 Details of political theory are derived from Greek Political thought  
(a) because the Greek City States was very similar to modern states  
(b) in spite of Greek City State being very different from modern States  
(c) because modern political theorists are students of Greek Philosophy
- 60 The meaning of political ideal at a particular moment in European History since the time of the Greeks can be defined only be  
(a) Relating it to its context  
(b) Tracing it back to its original meaning among the Greeks  
(c) Investigating the meaning of the Greek word for it  
(d) Taking into account only those features in it which have persisted throughout its history.
- 61 Write sentences using each of the following words so as to bring out its meaning clearly:-
- Arbitration, emoluments, etiquette, consolidates, hypothetical, retrospective, exigencies, evaluate, review, empower.
- EITHER
- 62 Write a letter to the Head of an Educational Institute in an English speaking country, setting out the following information in an orderly manner:
- (i) The equivalence of our examination certificate to the certificate specified in this letter cannot be determined as the examining authorities in Sri Lanka have not been consulted by the institution concerned in that country
- (ii) The G.C.E. (Ordinary Level) Credit Pass has been officially equated with an Ordinary Pass in London G.C.E. (Ordinary Level)
- (iii) The receipt of the letter sent to the Commissioner of Examinations is acknowledged
- (iv) Any further information in this matter may be obtained from the Embassy of the Republic of Sri Lanka in that country
- 63 Write a memorandum to the Secretary, Bureau of Standards making out a case for the adoption of the 24 hours clock in this country stating the advantages of such a measure.
- Appendix "B"*
1. FIRST EFFICIENCY BAR EXAMINATION
- 1.1 The first Efficiency Bar Examination will consist of two parts and officers may take both parts at one sitting or separately.
- 1.2 An examination in the following subjects :
- PART I
- (i) Finance – This paper is based on the following:
- (a) The Financial Regulations of the Government of Sri Lanka, Part I (Expect Chapter X)
- (b) The estimates of the current year  
Eg. Their arrangement, the heads of revenue, the Finance and Appropriation Acts.

- (c) Ordinance relating to specific accounts dealing within Kachcheries.

- (ii) History and Geography of Sri Lanka.

#### PART II – SPECIAL PAPERS

- (i) Elementary Constitutional law and International Law
- (ii) Diplomatic Practice
- (iii) International Affairs
- (iv) The Sri Lanka Foreign Service Minute, Foreign Ministry Regulations and Computer Literacy.

1.3. Each of the above papers will be of a three hour duration and candidates are required to obtain 40% marks or above in each paper for a pass.

1.4 An officer will be permitted to sit each paper separately on any number of occasions and will be deemed to have passed the respective paper when he/she has obtained the qualifying marks in respect of each paper.

#### 2. SECOND EFFICIENCY BAR EXAMINATION

2.1 The Second Efficiency Bar Examination will consist of two parts and officers may take both parts at one sitting or separately.

2.2 The examination will be conducted in the following subjects.

##### PART I

- (i) Economic and Social Development in Sri Lanka
- (ii) Administration – This paper is based on the following:

(a) Office systems and organizational methods

(b) Establishments Code – Volume I and Volume II.

##### PART II – SPECIAL PAPERS

- (i) Elementary Constitutional Law and International Law
- (ii) Diplomatic practice
- (iii) International Affairs

2.3 Each of the above papers will be of a three hour duration and candidates are required to obtain 40% marks or above in each paper for a pass.

2.4 An officer will be permitted to sit each paper separately on any number of occasions and will be deemed to have passed the respective paper when he/she has obtained the qualifying marks in respect of each paper.

##### *Note:*

- (i) Questions on Constitutional Law will be mainly on the evolution of the parliamentary System of government and the Constitutional Development of Sri Lanka, with special reference to the Constitution of the Democratic Socialist Republic of Sri Lanka. Questions on International Law will include inter – state relations, both bilateral and multilateral and the rights and duties of States in relation to them, diplomatic law and the law of treaties.

- (ii) An officer who is an Attorney-at-Law or who has obtained a degree in Law from a recognized university will be exempted from the paper on Elementary Constitutional Law and International law provided he has secured a pass in those subjects at the relevant Examination.

#### 3. FOREIGN LANGUAGES

##### 3.1 Foreign Languages

- (i) Arabic
- (ii) French
- (iii) Russian
- (iv) Spanish
- (v) Hindi
- (vi) Chinese
- (vii) Germany
- (viii) Japanese
- (ix) Italian
- (x) Korean

3.2 A foresaid each written question papers on foreign languages will be of two hour duration. Candidates are required to obtain 40% marks or above in each paper for a pass.

## FOOD COMMISSIONER'S DEPARTMENT

### **Open Competitive Examination for the Recruitment of Supervisory Management Assistant (Technical Service Category) Inspector of Works Grade III of Food Commissioner's Department 2018**

APPLICATIONS are called from qualified citizens of Sri Lanka for the Open Competitive Examination to for the recruitment of one post of Supervisory Management Assistant (Technical Service Category) Inspector of Works Grade III of Food Commissioner's Department. The applications duly prepared using both sides of A4 papers in accordance with the specimen application produced at the end of this *Gazette* Notification should be sent to Food Commissioner's Department, No. 330, Union Place, Colombo 02" under registered cover to reach on or before the following date. The Words "**Open Competitive Examination for the Recruitment to the Post of Inspector of Works Grade III**" should be clearly written at the top left corner of the envelope.

- (a) The closing date for calling applications is 09th of March 2018.

**Note** - Complaints against a loss or delay of an application or a letter in its relation in post will not be entertained. Applicants themselves have to bear any loss or damage occurred upon delaying the applications till the closing date of applications.

**1. Method of Recruitment to the Service.**– A qualified candidate will be selected for the post of Inspector of Works Grade III on the basis of order of marks obtains at the written examination conducted by the Commissioner General of Department of Technical Education and Training.

#### **2. Conditions of Recruitment to the Service :**

- (i) This post is permanent and pensionable, should contribute to the Widows'/Widowers' and Orphan's Pensions Scheme.
- (ii) The period of probation in three (03) years and the First Efficiency Bar Should be passed within the probationary period of three (03) years.
- (iii) Level II of proficiency in Second Official Language should be obtained, before the

completion of five (05) years of the appointment in terms of the Public Administrative Circular 01/2014.

- (iv) This appointment subject to procedural rules of Public Service Commission, Establishment Codes and Financial Regulations of the Democratic Socialist Republic of Sri Lanka and other Orders of the Department.

**3. Salary Scale.**– In terms of the salary circular of Public Administration Circular 03/2016 and the salary code MN 03-2016 the salary scale is Rs. 31,040- 10 x 445 -11 x 660- 10 x 730 - 10 x 750 - Rs. 57,550 (Monthly)

#### **4. i. Educational Qualifications :**

1. Should have passed G. C. E. (A/L) Examination at one sitting with 03 subjects in Science/ Mathematics scheme including credit passes for Physics and Chemistry subjects.  
And
2. Should have passed G. C. E. (O/L) Examination at one sitting with 06 subjects including credit passes for Sinhala/Tamil/English, Science, Mathematics and one of the other subjects.

#### **4. ii. Professional Qualifications :**

1. National Diploma in Technology offered by University of Moratuwa or Ampara HARDY, Advanced Technological Institute.  
or
2. National Diploma in Engineering Science offered by National Apprentice and Industrial Training Authority (NAITA)  
or
3. National Higher Diploma in Engineering offered by the Ministry of Higher Education  
or
4. Diploma in Technology offered by Open University of Sri Lanka (OUSL)  
or
5. Successful completion of Part I of the Engineering Examination conducted by Institution of Engineers Sri Lanka  
or
6. Completion of National Vocational Qualification (NVQ) Level 6 relevant to the field of the job.  
or

7. Other qualifications in technology recognized by Tertiary and Professional Education Commission and equal to the above technical qualifications in every respect after obtaining information from the Ministry of Higher Education and above institutions that issue certificates of technology.

5. **Age Limit.** – Not less than 18 years of age and not more than 30 years as at the closing date of calling applications.

6. **Physical Requirement.** – Every applicant shall be physically and mentally fit to serve in any part of the Island.

7. **Other Qualifications :**

- (i) Shall be a citizen of Sri Lanka.
- (ii) Shall have a excellent moral character.
- (iii) All the qualifications required for the recruitment to this post shall be completed in all respects as at the closing date of calling applications in the *Gazette* Notification.

8. **Written Examination :**

<i>Examination Paper</i>	<i>Time Hours</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>	<i>Syllabus</i>
1. Test on Subject related Technology	3 Hours	100	40%	Basic concepts on Construction of buildings, designing plans, maintenance(air conditioning, plumbing, electricity) reading survey plans and employee management of a work site
2. I. Q Test	1 Hour	100	40%	General Knowledge

8. (i) **General Interview :** The interview will be held only to check qualifications marks are not given.

9. **Conditions of the examination :**

- (i) Admission cards for the candidates who have sent duly filled applications will be issued by Director General, Department of Technical Education and Training. Candidate should present the attested admission card to the supervisor of the examination hall. No candidate of not presenting the admission card would be permitted to appear for the examination.
- (ii) No travelling allowance or any other allowance borne by candidates to sit for this examination will be reimbursed.
- (iii) Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor, for this purpose ;
  - (a) The National Identity Card issued by the Department of Registration of Persons.

or

- (b) A valid Passport is only accepted.
- (iv) The Examination will be conducted in the Sinhala, the Tamil and the English Medium and the candidate will not be permitted to change the medium for the examination given in his or her application.
- (v) Food Commissioner will allow all the candidates who have paid prescribed examination and presented duly filled applications on or before the closing date of calling applications to sit for the competitive programme on the prior assumption that only the persons who possess qualifications in the *Gazette* notification. Sitting for the exam will not be considered that candidate is qualified for the post.
- (vi) Candidates subject to the rules and regulations regarding holding this examination enacted by Director General, Department of Technical Education and Training.
- (vii) This Examination would be held only in the Examination centers in Colombo by Examinations and Evaluation division of the Department of Technical Education and Training.

[illegible]

- 2.0 2.1 Permanent Address :———. (In English block letters)  
2.2 Permanent Address :———. (Sinhala/Tamil)  
2.3 Address to sent the admission card :———. (In English block capitals)

3.0 3.1 Telephone Number :———.

4.0 4.1 Gender : Male - 0 ☐  
Female - 1 ☐  
(Write the number in the relevant cage)

5.0 5.1 Date of Birth:

Year     Month   Date

5.2 Age as at the closing date of application :

Years   Months   Days

6.0 Educational/Qualifications

6.1 Details of G. C. E. O/L Examination :

(i) Year and month of Examination :———.

(ii) Index No. :———.

(iii) Results :

Subject	Grade	Subject	Grade
1		6	
2		7	
3		8	
4		9	
5		10	

6.2 Particulars of G. C. E. A/L Examination :

(i) Year and month of Examination :———.

(ii) Index No. :———.

(iii) Results :

Subject	Grade	Subject	Grade
1		3	
2		4	

6.3 If possess a degree from recognized university :

(i) University :———.

(ii) Degree :———.

(iii) Admission No. :———.

7.0 Professional Qualifications :

(i) .....

(ii) .....

8.0 Experience :———.

9.0 Have you been convicted by a Court of Law for any offence ?

\* (Tick (✓) the relevant cage)

Yes ☐ No ☐

(if yes explain) :———.

10.0 Particulars of the receipt for payment of examination fees :

(i) Branch of Bank of Ceylon where examination fee was paid :———.

(ii) Paid amount Rs. :———.

Paste the receipt properly here.  
(Keep a photocopy for future reference)

11.0 Certificate of the candidate :

(a) I do hereby honourary declare that the particulars furnished above are true to the best of my Knowledge. I agree to bear any loss that may occur because of not completing a part of this and completing inaccurately. Further I declare that I have completed all the parts accurately.

(b) I know that the statement in the application which is found to be false will make me liable disqualification if the it is detected before the selection and for dismissal if detected after the selection.

(c) Further, I declare that I am bound the rules and regulations enacted by Director General of the Department of Technical Education and Training.

(d) I shall not change any particulars stated in this subsequently.

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

Date :———.

12.0 Attestation of the Applicant's Signature :

I, certify that I personally know Mr./Mrs./Miss .....  
Presenting this application he/she has paid the prescribed  
examination fee, has affixed the receipt in the application and  
he/she put his/her signature before me on .....

\_\_\_\_\_,  
Signature of the attester.

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

Full name of the attester :\_\_\_\_\_.

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

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

(Certify with the official Frank)

13.0 If the candidate is in public service certificate of the  
Head of Department.

I certify that Mr./Mrs./Miss.....  
. who has applied for this post is at present employed in  
this Ministry/Department/Provincial Council/Institute on  
permanent/Casual/temporary basis he/she can be/cannot be  
released from the present post.

\_\_\_\_\_,  
Signature of the Head of the Department or the  
Authorized Officer.

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

Full Name of the Department Head :\_\_\_\_\_.

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

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

(Certify with the official frank)

02-736