

N.B.— Part IV(A) of the Gazette No. 1,717 of 29.07.2011 was not published .

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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,718 - 2011 අගෝස්තු මස 05 වැනි සිකුරාදා - 2011.08.05
No. 1,718 – FRIDAY, AUGUST 05, 2011

(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
Posts - Vacant	1174	Examinations, Results of Examinations &c.	1175

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

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* Notices for publication in the weekly *Gazette* of 12th August, 2011 should reach Government Press on or before 12.00 noon on 29th July, 2011.

LAKSHMAN GOONEWARDENA,
Government Printer.

Department of Govt. Printing,
Colombo 08,
January 01, 2011.

1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility

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

7. New National Policy on Recruitment and Promotions :

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

Rules and Instructions for Candidates

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Department of Examinations,
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Marriages, Births and Deaths

KALUTARA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 05th of September, 2011.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
12th July, 2011.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which applications are called</i>	<i>Address to which applications should be sent</i>
Kalutara	Millaniya	Post of Registrar of Marriages (General) of Raigam Korallaya and Births and Deaths of Pelpola Division	District Secretary/Additional Registrar General, District Secretariat, Kalutara.

08-18

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Marriages, Births and Deaths

KANDY DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 05th of September, 2011.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
19th July, 2011.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which applications are called</i>	<i>Address to which applications should be sent</i>
Kandy	Akurana	Post of Registrar of Marriages (Kandyan/ General) of Harispattuwa and Births and Deaths of Udagampaha No. 01 Division	District Secretary/Additional Registrar General, District Secretariat, Kandy
Kandy	Pathahewaheta	Post of Registrar of Marriages (Kandyan/ General) of Pathahewaheta and Births and Deaths of Gamdahaya South No. 02 Division	District Secretary/Additional Registrar General, District Secretariat, Kandy
Kandy	Udunuwara	Post of Additional of Marriage Registrar (Kandyan/General) of Hiyarapitiya Area in Udunuwara Yatinuwara Division	District Secretary/Additional Registrar General, District Secretariat, Kandy
Kandy	Deltota	Post of Additional Marriage Registrar (Kandyan/General) of Deltota Pathahewaheta Division	District Secretary/Additional Registrar General, District Secretariat, Kandy

08-127

Examinations, Results of Examinations &c.

DEPARTMENT OF AYURVEDA Recruitment for the Training of Ayurveda Pupil Nurses – 2011

APPLICATIONS are invited from those who possess following qualifications for the Training of Pupil Nurses under the Department of Ayurveda :

01. Educational qualifications :

- (a) Should have passed the G. C. E. (A/L) Examination in one sitting in all four Science stream subjects under the old syllabus or in all three Science subjects in one sitting if under the new syllabus ; and

- (b) Should have passed G. C. E. (O/L) examination in not more than two sittings in 06 subjects with 04 credits, inclusive of Sinhala/Tamil, Mathematics and Science. Certified photostat copies of the certificate of above two examinations should be attached to the application for the confirmation of educational qualifications.

02. Other qualifications :

- (a) Should be a citizen of Sri Lanka,
(b) Should not be less than 18 years and not more than 35 years of age as at 01.01.2011,

- (c) Should not be less than 04 feet and 10 inches in height,
- (d) Should be unmarried,
- (e) When applications are forwarded by the children of Traditional Ayurvedic Physicians a certificate from the Ayurvedic Medical Council together with a Certificate from the Grama Niladari should be submitted to establish the fact that the applicant's Mother/Father is a Traditional Physician.

03. Mode of Application :

- (a) Applications should be prepared in conformity with the specimen application form appended below, using both sides of the 13" x 8" sized paper.
- (b) Duly completed applications should be sent under registered cover to the address of Registrar, Examination Branch, Navinna, Maharagama on or before 30.08.2011 with the letters marked, "Recruitment for the Training of Ayurvedic Pupil Nurses – 2011" on the top left hand corner of the envelope enclosing the applications. Belated applications will be rejected and the Department of Ayurveda will not take responsibility for the loss or delays of applications in post.

Applicant's signature should be certified by an officer in the Sri Lanka Administrative Service/Education Service/ Government Accountants' Service/Principal of a Government School/a Justice of Peace/an Attorney at Law or by a Government Officer drawing not less than an initial salary of Rs. 240,360 per year, or a retired person who held above mentioned positions.

04. Mode of Selection and Training Procedure :

- (a) The Department of Ayurveda will hold an open written competitive examination to select the eligible from among the applicants and those who score the highest marks will be called for the interview. For the competitive examination all the applicants are required to answer the following one hour question paper which will be prepared according to the syllabus stated below :

Syllabus : Intelligence Test
General Knowledge
Subject - related Knowledge

- (b) Marks will be given at the interview for those who are called for the interview and selections will be made according to the marks scored at the competitive examination and the interview. The Interview Board will give marks on the following criteria :

1. Professional knowledge and experience,
2. Maximum 30 marks for the children of Traditional Physicians,
3. Personality.

Selected applicants as Ayurvedic Pupil Nurses will be directed to the Department of Ayurveda to follow a three year training course in Sinhala/Tamil medium.

- (c) At the time of enrolment for the training, the trainees will be supplied with a set of rules and regulations in the Department of Ayurveda. They will be subject to these rules as well as other rules which may be imposed from time to time.
- (d) Trainees who fail in the prescribed examinations or whose work and conduct are unsatisfactory or those who fail to comply with the conditions of examinations or leave will be at risk to have terminated their training at any time without compensation.

Trainees will not be entitled to any type of leave during the training and in the event of their absence a proportionate amount of money will be deducted from their allowance, depending on the number of days absent. However, it is compulsory to maintain an attendance of 80% in each year to sit for the examination.

- (e) Allowances will be paid for trainees as follows, during their training at the Department of Ayurveda :-

1st year monthly	Rs. 12,920
2nd year monthly	Rs. 13,040
3rd year monthly	Rs. 13,160.

- (f) If any trainee removed himself from the training or left it during the period of training he or she should refund to the Department the allowances paid to him/her together with the other expenses incurred by the state on the training. For this purpose the applicant should sign an agreement with two sureties who receive a confirmable income of Rs. 300,000 or over per annum.

05. Conditions and Agreements on Non-marriage :

- (a) All applicants should be unmarried at the time they make their applications and they should compulsorily remain as bachelor/spinsters during their three year training period. To prove that they are unmarried they should attach to the application a certificate from the Grama Niladari, certified by the Divisional Secretary.
- (b) Pupil Nurses are required to sign an agreement with the Commissioner of Ayurveda at the time of their admission to the school of nursing, the Department of Ayurveda to the effect that they will successfully complete the training and serve in the Department of Ayurveda after the training, till they retire from service. The Commissioner of Ayurveda will determine the period of this training from time to time.

06. Terms of Engagement :

- (a) On the results of the final examination which will be conducted after the above training, the Commissioner of Ayurveda will give appointments on the salary scale relevant to the Post of Nurse Grade III, when the vacancies occur in the posts.

(b) This appointment will be subjected to a period of probation for three years and it will be pensionable.

07. Conditions of Service and Salary Scale :

(a) Appointments will be given to existing vacancies in the posts of Nursing Officers Grade III on the Salary Scale of Rs. 15,080 - 5x150 - 9 x240 - 7x240 - 20x320 - Rs. 26,420 as mentioned in MT 7-2006 of P. A. Circular 06/2006.

(b) All officers in the Nursing Service are subject to the provisions of the Establishment Code of the Democratic Socialist Republic of Sri Lanka, Conditions of the minutes of Ayurvedic Nurses, Transfers as per the policies of the Department of Ayurveda, Financial and other Regulations and Rules and Orders imposed by the Government from time to time.

P. S. K. R. WEERAKOON,
Commissioner of Ayurveda,
Department of Ayurveda.

SPECIMEN APPLICATION FORM

RECRUITMENT FOR THE TRAINING OF PUPIL NURSES – 2011

Index No. :
(For office use only)

Medium of Examination :
Sinhala – S, Tamil – T
(Write the relevant letter in the cage)

01. (a) Last name with initials (in capital letters) : _____.

(b) Full name (in Sinhala) : _____.

02. Postal address (in English) : _____.

03. (i) Permanent address (in Sinhala) : _____.

(ii) District (in English) : _____.

04. Date of birth :

Year : _____, Month : _____, Date : _____.

05. (i) Sex :

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

Put (✓) in the appropriate cage.

(ii) Civil status :

Married	<input type="checkbox"/>
Unmarried	<input type="checkbox"/>

Put (✓) in the appropriate cage.

06. Are you a citizen of Sri Lanka :

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

Put (✓) in the appropriate cage.

07. National Identity Card No. :

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08. Height : ft. inches

09. (a) General Certificate of Education (Advanced Level) Examination (Science subject stream) (Attach copies of marks) :

Year : _____, Index No. : _____.

Subject	Grade	For office use	Subject	Grade	For office use
1			3.		
2.			4.		

(b) General Certificate of Education (Ordinary Level) Examination :

First sitting :

(i) Year and month of the examination : _____.

(ii) Index No. : _____.

Subject	Grade	For office use	Subject	Grade	For office use
1			7.		
2.			8.		
3.			9.		
4.			10.		
5.			11.		
6.			12.		

Second sitting :

(i) Year and month of the examination : _____.

(ii) Index No. : _____.

Subject	Grade	For office use	Subject	Grade	For office use
1			7.		
2.			8.		
3.			9.		
4.			10.		
5.			11.		
6.			12.		

10. Have you ever been convicted before a court of law ?

If yes give details : _____.

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

11. Certificate of the applicant :

(a) I respectfully state that the particulars furnished by me in this application are true and correct to the best of my knowledge.

- (b) I am aware that if this statement made by me is found to be incorrect I am liable to be disqualified before selection and to dismiss from service if the detection was made after the appointment.

_____,
Signature of the Applicant.

Date : _____.

12. Attestation of the applicant's signature :

I do hereby certify that who forward this application is known to me personally and that he/she place his/her signature before me on

_____,
Signature of the Attester.
with Official Seal.

Date : _____.

Details of Attester :

Full name : _____.

Designation : _____.

Address : _____.

08-61

EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS II OF PUBLIC MANAGEMENT ASSISTANTS' SERVICE – 2010(II)

IT is hereby notified that an Efficiency Bar Examination for the officers in Class II of Public Management Assistants' Service will be held by the Commissioner - General of Examinations in the month of November, 2011 as per Provisions of para 5.2 of the approved service minute of Public Management Assistants' Service published in the *Government Gazette* of the Democratic Socialists Republic of Sri Lanka bearing No. 1372/23 dated 24.12.2004.

2.0 This examination for officers in Class II of the Public Management Assistants' Service will be held in Colombo, Kandy, Galle, Matara, Jaffna, Mannar, Mullaitivu, Trincomalee, Batticaloa, Kurunegala, Anuradhapura, Badulla, Ratnapura and Killinochchi. The list of relevant towns and town numbers are given below. The Commissioner - General of Examinations reserves the right to cancel any center due to insufficiency of candidates or any other reason and decide an alternative as per the candidate's second preference of towns. The relevant section of the application should be filled by referring to the table of towns and town numbers given below. It will not be allowed to change subsequently the town/towns indicated :

Town	Town No.
Colombo	01
Kandy	02
Galle	03
Matara	04
Jaffna	05
Mannar	06
Mullaitivu	07
Trincomalee	08
Batticaloa	09
Kurunegala	10
Anuradhapura	11
Badulla	12
Ratnapura	13
Killinochchi	14

- 3.0. (i) This examination will be conducted by the Commissioner-General of Examinations and the candidates will be bound by the rules and regulations imposed by him with regard to the same.

- (ii) The rules and regulations for candidates have been separately printed in the *Gazette* Notification. Candidates will be subjected to any punishment imposed by the Commissioner-General of Examinations for violation of these rules and regulations.

4.0. *Eligibility.*- Officers who have been appointed to posts in Class II of Public Management Assistants' Service are eligible to appear for this examination.

5.0. The application for this examination should be in the form of the specimen appended to this notification and should be prepared by the candidate him/herself. Applications should be sent by the Registered post through the respective Heads of Departments to reach the **Commissioner-General of Examinations, Department of Examinations, Organization & Foreign Examinations Branch, Pelawatta, Battaramulla**, on or before 05th September, 2011. The name of the examination should be indicated at the top left hand corner of the envelope containing the application. Applications received after the closing date will be rejected. Incomplete applications, too, will not be accepted.

6.0. *Identity of the Candidates.*— Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose one of the following documents should be submitted to the supervisor :

- (i) The National Identity Card issued by the Department of Registrations of Persons ;
- (ii) A valid Passport.

The candidature of those who fail to produce any of the above mentioned documents may be cancelled at the discretion of the Commissioner-General of Examinations. All candidates are bound to comply with the rules and regulations imposed by the Commissioner General of Examination with regard to the conducting of this examination. Further, candidates will be subjected to the

punishment imposed by the Commissioner General of Examinations for violation of those rules and regulations.

7.0. *Applications.* - Applications should be prepared in a paper of "A4" size in such a manner that Para Nos. 1.0 to 5.0 appear on the first page. The application could be typewritten but it should be filled in correctly and legibly by candidate's own handwriting. Application should strictly conform to the specimen appended and candidates are advised not to send more than one application or photocopies. Applications that do not comply with the specimen and that have not been perfected properly will be rejected without notice. Please indicate the title of the examination appearing in the specimen in English language as well, on both Sinhala and Tamil application forms. It is the responsibility of the candidate to make sure that the application form perfected by him/herself complies with the specimen given in the examination notice and further it would be advisable to keep a photocopy of the completed application form.

Officers appearing for the examination for the first time need not pay examination fees. However, for subsequent sittings, Rs. 400 for the whole examination and Rs. 200 for only one subject should be paid at any post-office islandwide to be credited to Revenue Head 2003-02-13 of the Commissioner General of Examinations. The receipt obtained thus should be affixed to the relevant cage of the applications form. It is advisable to keep a photocopy of the receipt with the candidate. It will not be allowed to transfer the fee paid for this examination in favour of another.

8.0. The Commissioner-General of Examinations will issue copies of the time table and admission cards to all candidates whose applications have been received. Issuance of an admission card to a candidate does not necessarily mean that the candidate has fulfilled the qualifications to sit the examination. Candidates should get their signature on the admission card attested in advance and surrender to the supervisor of the examination hall. A notification will be published in newspapers as soon as the admission cards are issued to the candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. It would be advisable to keep the following in hand at the time of calling the Department of Examinations : *i. e.* certified photocopies of the application form and the receipt kept at your possession, receipt of registration and, in case of applicants outside Colombo, letter of request furnishing a fax number to which the admission card should be sent.

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

10.0. Candidates should answer both question papers in the language medium in which they sat for the entry examination to the relevant service or in an official language. In case of candidates who entered the service without a Competitive Examination, both papers should be answered in the language medium of their education or in an official language. It will not be allowed to change the language medium of examination applied for, subsequently.

11.0. Officers may appear separately for each subject and at different occasions at their discretion. However, they should score at least 40% of the total marks allocated for each subject for a pass. (For further details, refer to Para. 5:2 of Public Management Assistants' Service Minute.).

12.0. For the purpose of the official language policy, all officers should prepare and fill the application forms in the official language.

13.0. The Commissioner-General of Examinations will release the results of the examination to the Director General of Combined Services and the lists of names of the candidates who have passed the exam will be published in the *Government Gazette of Democratic Socialist Republic of Sri Lanka*.

14.0. *Examination Procedure.* - Candidates should sit for a written examination, which will consist of the following subjects :-

Subject	Marks	Duration	Subject No.
(01) Office Systems and Procedure	100	02 Hrs.	01
(02) Accounting Systems adopted in the Government Offices	<u>100</u>	02 Hrs.	02
Total	<u>200</u>		

14.1 *Office Systems and Procedure.* - This paper is intended to test the candidate's knowledge of office systems adopted in Government offices and his/her ability of practical application of the knowledge. This paper consists of two parts :

Part I - A paper of multiple-choice questions, duration is 30 minutes, 25 marks ;

Part II - A paper of semi-structured type questions, 03 out of 04 questions should be answered, duration is 90 minutes, 75 marks.

14.2 *Accounting Systems adopted in Government Offices.* - Candidate's knowledge in Accounting Systems adopted in Government office, books and records controlling accounts and orders and instructions of the Treasury issued in relation to that and his/her ability of practical application of the knowledge will be tested. This paper consists of two parts :

Part I - A paper of multiple-choice questions, duration is 30 minutes, 25 marks ;

Part II - A paper of semi-structured type questions, 03 out of 04 questions should be answered, duration is 90 minutes, 75 marks.

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

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

Ministry of Public Administration
 and Home Affairs,
 Independence Square,
 Colombo 07,
 18th July, 2011.

Specimen Form of Application

EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS II OF PUBLIC MANAGEMENT ASSISTANTS' SERVICE – 2010 (II), (2011)

*(As per this exam notification, only the officers in Class II of
 Public Management Assistants' Service of the **Combined Services**
 shall be eligible to forward applications)*

(For office use only)

(Indicate the name and the number
 of the town in which you wish to sit
 for the examination as per Para 2.0
 of the *Gazette* notification)
 (This cannot be changed subsequently)

Town	Town No.
1.	
2.	

Medium of examination

Sinhala - 2
 Tamil - 3
 English - 4

(Indicate the relevant number in the cage)

1.0 1.1 Name with initials :_____.

(In block capitals)

Eg : SILVA M. A.

1.2 Name with initials :_____.

(In Sinhala/Tamil)

1.3 Names denoted by initials :_____.

(In block capitals)

1.4 Names denoted by initials :_____.

(In Sinhala/Tamil)

2.0 Place of work and address :

2.1 Names and Address of the Office/Department/
 Institution :_____.
 (In English Capital Letters)

2.2 Names and Address of the Office/Department/
 Institution :_____.
 (In Sinhala/Tamil)

2.3 Address to which the admission card should be sent
 :_____.
 (In block capitals)

3.0 Sex :

Female - 1

Male - 0

(Indicate the relevant number in the cage.)

4.0 National Identity Card No. :

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

5.0 Subject/s you offer on this sitting :

Subject	Subject No.

6.0 Present Post :

6.1 Post :_____.

6.2 Number of the letter of appointment :_____.

6.3 Date of entry into Class II of Public Management
 Assistants' Service :_____.

7.0 7.1 Are you sitting the examination for the first time ? :____.

7.2 If not, the fee paid :_____.

7.3 For affixing the receipt :

Affix the receipt securely here.
 (It would be useful to keep a photocopy of the receipt)

8.0 *Certificate of the Candidate :*

I declare that the above particulars are true and that I am eligible to appear for the examination in the language medium indicated above. The receipt obtained by paying Rs. to a post office at has been affixed hereto. Further, I agree to be bound by the rules and regulations of the Examinations Act and also to the decision taken by the Commissioner-General of Examinations regarding this examination.

_____,
 Signature of candidate.

Date :_____.

Note.- The candidate should sign in the presence of the Head of his/her Department/Institution or an officer authorized to sign on behalf of such Head of Department.

ATTESTATION OF THE SIGNATURE

I certify that who is an officer in my office and who is known to me personally placed his/her signature in my presence this day of, he/she has paid the relevant examination fee and that the receipt has been affixed.

_____,
Signature and official stamp of the
person attesting.

Name : _____.
Designation : _____.
Address : _____.
Date : _____.

CERTIFICATE OF THE HEAD OF THE DEPARTMENT

I certify that,

- (i) The particulars furnished by the candidate have been examined ;

(ii) This officer belongs to combined services ;

(iii) The officer has *appeared/not appeared for the examination earlier ;

(iv) *He/she has affixed the receipt obtained by paying the relevant fee to this application form since *he/she has appeared for the examination ; and

(v) The candidate is eligible to sit the examination.

_____,
Signature and official stamp of the
Head of the Department.

Name : _____.
Designation : _____.
Address : _____.
Date : _____.

*(Delete inapplicable words)

08-120

**EFFICIENCY BAR EXAMINATION AND SECOND LANGUAGE TEST FOR OFFICERS IN
SRI LANKA ADMINISTRATIVE SERVICE, SRI LANKA ENGINEERING SERVICE, SRI LANKA SCIENTIFIC
SERVICE AND SRI LANKA ARCHITECTS' SERVICE - 2011(II)**

IT is hereby notified that Efficiency Bar Examinations and Second Language Proficiency Tests for the officers in Sri Lanka Administrative Service, Sri Lanka Engineering Service, Sri Lanka Scientific Service and Sri Lanka Architects' Service will be held in Colombo during weekends from 22nd October, 2011 to 20th November, 2011, by the Director of Sri Lanka Institute of Development Administration, under the supervision and direction of Ministry of Public Administration and Home Affairs.

02. Time tables will be prepared in such a manner that officers may be able to sit for both efficiency bar examinations in one occasion.

03. Efficiency Bar Examinations and Second Language proficiency Tests which are due to be held in respect of the above services will be as follows :

Serial No.	Name of the Examination	Code
1.	1st Efficiency Bar Examination for officers in Sri Lanka Administrative Service	A
2.	2nd Efficiency Bar Examination for officers in Sri Lanka Administrative Service	B
3.	1st Efficiency Bar Examination for officers in Sri Lanka Engineering Service	C
4.	1st Efficiency Bar Examination for officers in Sri Lanka Scientific Service	D
5.	1st Efficiency Bar Examination for officers in Sri Lanka Architects' Service	E
6.	Second Language Test (For all relevant services)	F

04. Officers may appear separately for each subject and at different occasions at their discretion. However, it is compulsory to pass the Efficiency Bar Examinations within the prescribed period.

05. This examination will be conducted by the Director of Sri Lanka Institute of Development Administration and the candidates will be bound by the rules and regulations imposed by him with regard to the same. Candidates will be subjected to any punishment imposed by Disciplinary Authority for violation of these rules and regulations.

06. Application should conform to the specimen appended hereto. Applicants should prepare their own applications according to the specimen. Applications prepared thus should be sent by registered post through the respective Heads of Departments to Director, Sri Lanka Institute of Development Administration, 28/10, Malalasekera Mawatha, Colombo 07 to reach him on or before 05th September, 2011. Name of the examination should be clearly indicated in top left-hand corner of the envelope in which the application is forwarded to Director of Sri Lanka Institute of Development Administration. Applications received after the closing date will be rejected.

07. *Applications.*— Applications should be prepared in a paper of A4 size in such a manner that Para. Nos. 1.0 to 5.0 appear on the first page and the remaining on the other pages. The application could be typewritten but it should be filled in correctly and legibly by candidate's own handwriting. Application should strictly conform to the specimen appended and candidates are advised not to send photocopies of the application.

7.1 Applications that do not comply with the specimen and that have not been perfected properly will be rejected without notice. Please indicate the title of the examination appearing in the specimen in English language as well, on both Sinhala and Tamil application forms. It is the responsibility of the candidate to make sure that the application form perfected by him/her complies with the specimen given in the examination notice and further it would be advisable to keep a photocopy of the completed application form.

7.2 *Examination Fees.*— The candidates appearing for the examination for the first time need not pay the examination fees. However, for subsequent sittings, officers should pay Rs. 115 for the whole examination or for more than one subject and further they are required to pay Rs. 75 if they sit for only for one subject. The examination fee should be credited to Account No. 02323276 operated in the name of Director, Sri Lanka Institute of Development Administration at Bank of Ceylon, Independence Square branch and the receipt obtained should be affixed to the application. Under no circumstances, the fee will be refunded nor transferred in respect of any other examination.

08. Director, Sri Lanka Institute of Development Administration will issue copies of the time table and admission cards to all candidates whose applications have been received. Issuance of an admission card to a candidate does not necessarily mean that the candidate has fulfilled the qualifications to sit the examination. Candidates should get their signature on the admission card attested in advance and surrender to the supervisor of the examination hall. Candidates will not be allowed to sit the examination without such admission cards.

09. A notification will be published in newspapers by the Sri Lanka Institute of Development Administration as soon as the admission cards are issued to the candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Sri Lanka Institute of Development Administration in the manner specified in the advertisement. you may take action to obtain the admission card by sending a letter along with a certified photocopy of the application form and receipt of registration. In case of applicants outside Colombo, letter should contain a fax number to which the admission card should be sent. Further inquiries made at later occasions by the candidates who fail to forward above documents will not be entertained.

10. Head of Departments should grant duty leave for the officers who are issued admissions by the Director of Sri Lanka Institute of Development Administration enabling them to sit the examination. Travelling allowances will not be paid.

11. *Identity of Candidates.*— Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose one of the following documents should be submitted to the supervisor :

- (i) The National Identity Card issued by the Department of Registration of Persons.
- (ii) A valid Passport.

The candidature of those who fail to produce any of the above-mentioned documents may be cancelled at the discretion of the Director of Sri Lanka Institute of Development Administration.

12. The examination will be held in Sinhala, Tamil and English media. If it is found that a candidate has appeared for the examination in a language medium that he/she is not entitled to, the candidature of such applicant will be cancelled.

13. *Scheme of Examination.*— Subjects and the syllabus of each Efficiency Bar Examination are as follows :—

- 13.1 1st Efficiency Bar Examination for officers in Sri Lanka Administrative Service (Appendix “C” of Sri Lanka Administrative Service Minute published in the *Gazette* No. 1419/03 dated 14.11.2005)

The subjects of this examination are given below :-

Serial Number	Subjects	Duration	Subject Number
01	Constitutional Law and Administrative Law	03 hours	01
02	The legal systems of Sri Lanka	03 hours	02
03	Criminal Law and Evidence Law	03 hours	03
04	Administration	03 hours	04
05	Economics	03 hours	05
06	Sociology	03 hours	06
07	English	03 hours	07

13.1.1 Constitutional Law and Administrative Law (Subject No. 01)

A question paper based on the following :-

- The structure of the Constitution of Sri Lanka with historical development and the Second Republic Constitution.
- The Executive, President of the Republic, Cabinet of Ministers and the Prime Minister, Central Government Departments and the Public Service.
- Administration of Justice.
- Judicial control over Administration.
- Directive Principles of the State Policy and Fundamental Duties.
- Delegated Legislation.
- Liability of the State and the Public Authorities.
- Fundamental Rights.

13.1.2 The Legal Systems in Sri Lanka (Subject No. 02)

A question paper based on the following :-

- The Legal History of Sri Lanka
- The Organization of the Courts
- The Courts Ordinance (Chapter 6)
- The Act, No. 44 of 1971 Administration of Justice.

13.1.3 Criminal Law and Evidence Law (Subject No. 03)

A question paper based on the following :-

- The Penal Code
- The Evidence Ordinance.

Note.—A candidate will be required to obtain 35% of marks for each of the subjects mentioned under 13.1.1., 13.1.2. and 13.1.3. above and an average of 40% of the total marks allocated for the 03 subjects.

13.1.4 Administration (Subject No. 04)

A question paper based on the following :-

- Office and Field Organization and Methods
- The Establishment Code (Chapters I, II, III, V, VI, VII, IX, XI, XXIII, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XLVII and XLVIII).

Note.—A candidate will be required to obtain at least 40% of marks for this subject.

13.1.5 Economics (Subject No. 05)/Sociology (Subject No. 06) :

Candidates are required to sit only for one subject out of Economic and Sociology.

13.1.5.1 Economics (Subject No. 05)

A paper based on the following :-

- Principles of Economics with special reference to the theories of Value, production and Distribution ;
- Money, Financial Activity and Theory of Money ;
- The Economic Structure of Sri Lanka.

Note.—A candidate will be required to obtain at least 40% of marks for this subject.

13.1.5.2 Sociology (Subject No. 06)

A question paper based on the following (with special reference to Sri Lanka) :—

- (i) Social Structure, Organization and Functions ;
- (ii) Human Relationships and Groupings ;
- (iii) Kinship, Marriage and the family ;
- (iv) Rural and Urban Society ;
- (v) Social stratification and differentiations ;
- (vi) Social Control ;
- (vii) Culture, Religion, Morals and Values.

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

13.1.6 English (Subject No. 07)

The syllabus for this subject will be as follows :—

(i) Listening and Speaking Skills :

The candidate should possess the ability to function effectively in the following language functions :—

- * General greetings and introductions
- * Giving and getting information
- * Advising, suggesting and expressing opinions
- * Describing events and situations
- * Telephone skills
- * Interviewing skills
- * Meeting
- * Listening and note taking skills.

(ii) English Grammar :

A suitable level of proficiency on the following forms of grammar in the Spoken and the written language is expected from the candidate :

- * Tense and number
- * Sentences (Simple/Compound/Complex/Compound Complex)
- * Relative clauses
- * Reported speech
- * Adjectives and Adverbs
- * Determiners
- * Prepositions

(iii) Writing skills :

The knowledge on the modern formats and styles of writing is tested in this area of study :

- * Internal modes of Communication
- * Formal correspondence skills
- * Writing descriptions/explanations
- * Summary writing skills
- * Report writing skills
- * Meeting minutes/agendas/invitations
- * Comprehension

(iv) Reading skills :

Candidate's ability to comprehend a printed text, infer meaning and verbal, written interpretation is expected.

- * Reading and understanding the specific and general meaning of a printed text.
- * Reading and Interpretation (verbal/written)
- * Understanding the cohesion and coherence of a passage.

Note.— A candidate will be required to obtain at least of 40% of marks for this subject.

13.2 The Second Efficiency Bar Examination for officers of SLAS (Appendix "D" of SLAS minute published in *Gazette* No. 1419/03 dated 14.11.2005)

The Second Efficiency Bar Examination will consist of the following subjects :–

Serial No.	Subjects	Duration	Subject No.
01	Economics and Social Policy (with special reference to Sri Lanka)	03 hours	08
02	The process of Development Administration (with special reference to Sri Lanka)	03 hours	09
03	Management and Organization	03 hours	10
04	Public Sector Financial Management	03 hours	11

13.2.1 Economics and Social Policy (with special reference to Sri Lanka) : (Subject No. 08)

A paper based on the factors which influence the formulation of economic and social policy in Sri Lanka. The application of the principles of Economics and Sociology in recent economical, social and political history of Sri Lanka.

Note.– A Candidate will be required to obtain at least 40% of marks for this subject.

13.2.2 The Process of Development Administration (with special reference to Sri Lanka) : (Subject No. 09)

A paper based on the Institution of Development Administration, their working and their inter-relationships with special reference to –

- (i) The Machinery of Government in Sri Lanka ;
- (ii) The constitutional background of the machinery of Government in Sri Lanka ;
- (iii) Provincial Councils and Local Government ;
- (iv) People's Organizations ;
- (v) Public Corporations.

Note.– A Candidate will be required to obtain at least 40% of marks for this subject.

13.2.3 Management and Organization : (Subject No. 10)

A paper based on the following :–

- (i) The principles of management and organization ;
- (ii) The application of these principles to problems and issues in the public sector ;
- (iii) Modern tools and techniques of management.

Note.– A candidate will be required to obtain at least 40% of marks for this subject.

13.2.4 Public Sector Financial Management (Subject No. 11)

A question paper based on the following :–

- (i) Fiscal Governance in Sri Lanka
 - Constitutional provisions relating to Public Financial Management
 - Parliamentary Control over Public Finance
 - Meaning of Fund
 - Consolidated Fund and its operation
 - Meaning and methods of appropriation
 - Contingencies Fund
 - Other funds and their operation
 - Government revenue
 - Powers and functions of the Minister of Finance
 - Powers and functions of the Treasury
 - Warrants and Imprest Authority
 - Auditor General, his powers and functions
 - Committee on Public Expenditure
 - Committee on Public Enterprises

- (ii) Appointment of Accounting Officer, Chief Accounting Officers and Revenue Accounting Officers and their Powers and Function,
- (iii) Internal Audit
- (iv) Public Expenditure Planning and Management
 - Identification of Organizational Objectives and Functions
 - Identification of Government Policies, goals targets and the work development programmes
 - Planning and appraisal of development projects and programmes ; and
 - Prioritization of them
 - Formulation and finalization of annual estimates of Revenue and Expenditure
- (v) Variations of approved estimates of expenditure
 - Application of virement procedure
 - Management of Public Sector Cadres and salaries
 - Total cost estimates and revisions
 - Supplementary estimates
- (vi) Losses and waivers of Govt. properties
- (vii) Miscellaneous accounting matters
- (viii) Delegation of functions for financial control
- (ix) Custody of public money and bank accounts procedure
- (x) Govt. procurement procedure
 - Procurement of goods, services and works
 - Composition, appointment, power and functions of tender Boards and technical evaluation committees
 - Tender evaluation procedure
 - Management of donor funded projects

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

13.3 First Efficiency Bar Examination for officers in Sri Lanka Engineering Service, Sri Lanka Scientific Service and Sri Lanka Architects' Service :

Subjects of these examinations are as follows :—

<i>Subject</i>	<i>Duration</i>	<i>Subject Number</i>
Financial Systems	03 hours	12
Administration	03 hours	04

13.3.1 Financial Systems (Subject No. 12)

A question paper consisting of questions based on following facts :—

- (i) Financial Regulations of Government of Sri Lanka - Volume I (Except Chapter X)
- (ii) Estimates of the current year, *Eg.* Preparations of estimates, votes, financial systems and appropriation acts.

Note.— Candidates are required to secure at least 40% of marks for this subject.

13.3.2 Administration (Subject No. 04)

Syllabus for this subject is indicated in para 13.1.4

13.4 Second Language Test (for all relevant services) :

The second language in respect of an officer who becomes eligible to be appointed in Sinhala medium shall be Tamil Language. The second language in respect of an officer who becomes eligible to be appointed in Tamil medium shall be Sinhala Language. In the meantime, an officer who becomes eligible to be appointed in English Language is required to pass in Sinhala and Tamil Language Tests.

Subjects of these examinations are as follows :

<i>Subject</i>	<i>Duration</i>	<i>Subject No.</i>
Second Language Test - Sinhala (Written)	02 hours	13
Second Language Test - Tamil (Written)	02 hours	14
Second Language Test - English (Written)	02 hours	15

<i>Subject</i>	<i>Subject No.</i>
Second Language Test - Sinhala (Oral)	16
Second Language Test - Tamil (Oral)	17
Second Language Test - English (Oral)	18

Note.– Only the candidates who pass the written examination of the Second Language Proficiency Test shall be called for the oral test.

14. This examination will be held in Colombo during the period from 22nd October, 2011 to 20th November, 2011. The timetable of the examination is as follows :

<i>Serial No.</i>	<i>Name of the Examination</i>	<i>Subject</i>	<i>Subject No.</i>	<i>Date</i>	<i>Time</i>
01	1st Efficiency Bar Examination for officers in Sri Lanka Administrative Service	Constitutional Law and Administrative Law	01	22.10.2011	9.00 - 12.00
		Legal Systems of Sri Lanka	02	22.10.2011	12.30 - 3.30
		Criminal Law and Evidence Law	03	22.10.2011	9.00 - 12.00
		Administration	04	22.10.2011	12.30 - 3.30
		Economics	05	05.11.2011	9.00 - 12.00
		Sociology	06	05.11.2011	9.00 - 12.00
		English	07	05.11.2011	12.30 - 3.30
02	2nd Efficiency Bar Examination for officers in Sri Lanka Administration Service	Economic and Social Policy	08	12.11.2011	9.00 - 12.00
		The process of Development Administration	09	12.11.2011	12.30 - 3.30
		Management and Organization	10	13.11.2011	9.00 - 12.00
		Public Sector Financial Management	11	13.11.2011	12.30 - 3.30
03	1st Efficiency Bar Examination for officers in Sri Lanka Engineering Service	Financial Systems	12	19.11.2011	9.00 - 12.00
		Administration	04	23.10.2011	12.30 - 3.30
04	1st Efficiency Bar Examination for officers in Sri Lanka Scientific Service	Financial Systems	12	19.11.2011	9.00 - 12.00
		Administration	04	23.10.2011	12.30 - 3.30
05	1st Efficiency Bar Examination for officers in Sri Lanka Architects' Service	Financial Systems	12	19.11.2011	9.00 - 12.00
		Administration	04	23.10.2011	12.30 - 3.30
06	Second Language Test (for all relevant services)	Sinhala (Written)	13	20.11.2011	2.00 - 4.00
		Tamil (Written)	14	20.11.2011	9.00 - 11.30
		English (Written)	15	20.11.2011	11.30 - 1.30

15. Exemptions from the requirement of passing the subjects relevant to Efficiency Bar Examinations will be made in the following manner :

<i>Examination</i>	<i>Subject</i>	<i>Qualifications required to be exempted</i>
1st Efficiency Bar Examination for Officers in Sri Lanka Administrative Service	Constitutional Law and Administrative Law	Should be a Barrister, Advocate in a Supreme Court, Graduate in Law from an University
	Legal Systems of Sri Lanka	
	Criminal Law and Evidence Law	
	Economics/Sociology	Should be a holder of a Special Degree in Economics or Sociology

16. Any matter not referred to herein will be decided by Secretary to the Ministry of Public Administration and Home Affairs.

P. B. ABEYKOON,
Secretary,

Ministry of Public Administration and Home Affairs.

Ministry of Public Administration and Home Affairs,
Independence Square,
Colombo 07,
21st July, 2011.

Specimen Form of Application

(For office use only)

EFFICIENCY BAR EXAMINATION AND SECOND LANGUAGE PROFICIENCY TEST FOR OFFICERS IN SRI LANKA ADMINISTRATIVE SERVICE, SRI LANKA ENGINEERING SERVICE, SRI LANKA SCIENTIFIC SERVICE AND SRI LANKA ARCHITECTS' SERVICE - 2011(II)

Medium of Examination

Sinhala - 2
Tamil - 3
English - 4

(Indicate the relevant number in the cage) (It will not be allowed to change the language medium subsequently)

- 1.0 1.1 Name with initials :———. (In block capitals) Eg. : SILVA, A. B.
- 1.2 Name in full (in English block capitals) :———.
- 1.3 Name in full :———. (In Sinhala/Tamil)
- 2.0 2.1 Name and address of the Office/Department/Institution :———. (In English block capitals)
- 2.2 Name and address of the Office/Department/Institution :———. (In Sinhala/Tamil)
- 2.3 Address to which the admission card should be sent :———. (In block capitals)
- 3.0 3.1 Sex :
Female - 1 Male - 0
-
- (Indicate the relevant number in the cage)
- 3.2 Date of birth :
Year : Month : Date :
- 3.3 National Identity Card No. :
- 4.0 4.1 The service to which the officer belongs :———.
- 4.2 Date of appointment to the service :———.
- 5.0 5.1 Post :———.
- 5.2 Department :———.
- 6.0 The Examinations and the subjects applied by the officer (If you apply for more than one Examination indicate the details separately in following manner) :
- 6.1 Name of the Examination :———. Code :———. (See para. 3.0 of Examination Notification)

Serial No.	Subject	Subject No.
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

6.2 Name of the Examination :———. Code :———. (See para. 3.0 of Examination Notification)

<i>Serial No.</i>	<i>Subject</i>	<i>Subject No.</i>
1.		
2.		
3.		
4.		

6.3 Name of the Examination :———. Code :———. (See para. 3.0 of Examination Notification)

<i>Serial No.</i>	<i>Subject</i>	<i>Subject No.</i>
1.		
2.		
3.		
4.		

7.0 Whether you have appeared for this Examination as a whole or part thereof. If so, indicate following particulars :

<i>Name of the Examination</i>	<i>Subject</i>	<i>Year</i>	<i>Month</i>

- 8.0 8.1 Are you appearing for the examination for the first time ? :———. 8.2 If not, indicate following particulars regarding the examination fees :———. Amount paid :———. Receipt No. :———. Date of payment :———. Branch of Bank of Ceylon :———.

Affix the cash receipt firmly here

STATEMENT OF THE CANDIDATE

I, declare that the above particulars are correct and I am eligible to appear for the examination in the language medium indicated above. I also certify that the receipt issued on payment of examination fee is affixed herewith. Further I agree to be bound by the rules and regulations of the examination imposed by Director of Sri Lanka Institute of Development Administration.

_____,
Signature of Candidate.

Date :———.

CERTIFICATE OF THE HEAD OF THE DEPARTMENT

I certify that, Mr./Mrs./Miss whose particulars are mentioned above, is eligible to sit for the examination in the language medium indicated above. I hereby certify the signature of the candidate.

_____,
Signature and Post of Head of the Department.

Date :———.

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

(Issued every Friday)

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

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

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

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

***Annual Subscription Rates and Postage**

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

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

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

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

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

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

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

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

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

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

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
	2011					
AUGUST	05.08.2011	Friday	—	22.07.2011	Friday	12 noon
	12.08.2011	Friday	—	29.07.2011	Friday	12 noon
	19.08.2011	Friday	—	05.08.2011	Friday	12 noon
	26.08.2011	Friday	—	12.08.2011	Friday	12 noon
SEPTEMBER	02.09.2011	Friday	—	19.08.2011	Friday	12 noon
	09.09.2011	Friday	—	26.08.2011	Friday	12 noon
	16.09.2011	Friday	—	02.09.2011	Friday	12 noon
	23.09.2011	Friday	—	09.09.2011	Friday	12 noon
	30.09.2011	Friday	—	16.09.2011	Friday	12 noon
OCTOBER	07.10.2011	Friday	—	23.09.2011	Friday	12 noon
	14.10.2011	Friday	—	30.09.2011	Friday	12 noon
	21.10.2011	Friday	—	07.10.2011	Friday	12 noon
	28.10.2011	Friday	—	14.10.2011	Friday	12 noon

LAKSHMAN GOONEWARDENA,
Government Printer.

Department of Government Printing,
Colombo 08,
January 01, 2011.