

N.B.— The list of Jurors in Colombo High Court - 2009/2010 has been published in all three languages in Part VI of this *Gazette*.

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

අංක 1,667 - 2010 අගෝස්තු මස 13 වැනි සිකුරාදා - 2010.08.13  
No. 1,667 - FRIDAY, AUGUST 13, 2010

(Published by Authority)

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

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

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

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* Notices for publication in the weekly *Gazette* of 20th August, 2010 should reach Government Press on or before 12.00 noon on 06th August, 2010.

LAKSHMAN GOONEWARDENA,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
January 01, 2010.

### 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.

Depart. 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.

02. 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.

03. Both Male and Female can apply for these posts.

04. Applicants should be not less than 21 years and not more than 65 years of age.

05. Applicants should be married.

06. 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.

07. Application forms are obtainable from the offices of District Secretaries (Government Agents) and Land and District Registries. Applications should be sent by registered post to the address given in the Schedule on or before 13th September, 2010.

E. M. GUNASEKARA,  
Registrar-General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbakaduwa Mawatha,  
Baththaramulla,  
26th July, 2010.

##### 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	Palindanuwara	Post of Registrar of Marriages (General) in Pasdun Korale East Division and Births and Deaths of Magura Division in Kalutara District	District Secretary/Additional Registrar General, District Secretariat Kalutara
Kalutara	Panadura	Post of Registrar of Marriages (General) in the Division of Panadura Totamuna (Panadura Town) in Kalutara District	District Secretary/Additional Registrar General, District Secretariat Kalutara

08-358

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Muslim Marriages

##### HAMBANTOTA DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Muslim Marriages in the Divisions set out in the Schedule hereto.

02. Applicants should be permanent residents of the said Marriage Registration Divisions and should be entitled to properties and have acquired sufficient interest and influence in the area.

03. Muslim males only can apply for these posts.

04. Applicants should be not less than 21 years and not more than 65 years of age.

05. Applicants should be married.

06. 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.

07. Application forms are obtainable from the offices of District Secretaries (Government Agents) and Land District Registries. Applications should be sent by registered post to the address given in the Schedule on or before 14th September, 2010.

E. M. GUNASEKARA,  
Registrar-General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbakaduwa Mawatha,  
Baththaramulla,  
26th July, 2010.

SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Post and Division for which applications are called</i>	<i>Address to which applications should be sent</i>
Hambantota	Hambantota	Post of Muslim Marriage Registrar of Hambantota Town Division in Hambantota District	District Secretary/Additional Registrar General, District Secretariat, Hambantota

08-304

**REGISTRAR GENERAL'S DEPARTMENT**

**Posts of Registrars of Marriages, Births and Deaths**

**KURUNEGALA DISTRICT**

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

02. 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.

03. Both Male and Female can apply for these posts.

04. Applicants should be not less than 21 years and not more than 65 years of age.

05. Applicants should be married.

06. 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.

07. Application forms are obtainable from the offices of District Secretaries (Government Agents) and Land and District Registries. Applications should be sent by registered post to the address given in the Schedule on or before 10th September, 2010.

E. M. GUNASEKARA,  
Registrar-General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbakaduwa Mawatha,  
Baththaramulla,  
26th July, 2010.

#### SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Post and Division for which applications are called</i>	<i>Address to which applications should be sent</i>
Kurunegala	Kurunegala	Post of Medical Registrar of Birth and Death of Kurunegala Town Division	District Secretary/Additional Registrar General, District Secretariat Kurunegala

08-230

#### DEPARTMENT OF GOVERNMENT PRINTING

##### Computerised Typesetting and Editing Head Operator (Sinhala/English)

Applications are invited from citizens of Sri Lanka for the Post of Computerised Typesetting and Editing Head Operator (Sinhala/English) in Class III Grade III of Sri Lanka Printing Service. The application form should be prepared as per the specimen application form, shown at the end of this notice and fully furnished application form should be sent by the Registered Post, addressed to "Government Printer, Department of Government Printing, (P. O. Box 507), No. 118, Dr. Danister de Silva Mawatha, Colombo 08" so as to reach on or before 13th September, 2010. The top left hand corner of the envelope bearing the application form should be indicated of "Post of Head Operator Computerised Typesetting and Editing (Sinhala/English)".

*Note:* (a) The furnished application form or related documents thereto should be addressed to 'Government Printer' only, and not to the name of any officer.

(b) Complaints regarding loss or delay in sending the furnished application form by post will not be considered.

(c) Those applicants who presently serving at Government Departments and Corporations should send their applications through their respective Heads of Departments/Institutions.

02. *Salary Scale.* - (In terms of P. A. Circular No. 6/2006-IV) Rs. 14,910- 10x170- 11x180 - 6x240 - 14x320 - Rs. 24,510.

03. *Age Limit.* - Applicants should not less than 18 years and not more than 45 years of age as at 13th September, 2010.

*Note.* - This upper age limit is not applicable to those applicants who are presently serving at Government Departments and Corporations.

#### 04. Educational and Other Qualifications :

- Applicants should have passed G. C. E. (Ord. Level) examination in six subjects in not more than two sittings, with credit passes in five subjects including Sinhala Language/English Language and Mathematics/Arithmetics. (Should have passed in minimum five subjects at one sitting) ; and
- Should have passed G. C. E. (Adv. Level) examination with credit passes in Sinhala Language/English Language ;
- When there are no applicants with credit pass in Sinhala/English language subjects at G. C. E. (Adv. Level) examination, those applicants who have obtained distinction pass in above language subjects at the G. C. E. (Ord. Level) examination will be called upon to sit for an examination, conducted by this department. The applicants who get through this examination will be considered for recruitment. To secure pass in this examination 40% or more marks should be obtained by the applicants.

05. *Conditions of Appointment.* - The post is permanent and pensionable. The selected applicants must contribute to Widows' and Orphans'/Widowers' and Orphans' Fund.

06. *General Conditions.* - Sections 12.1 and 12.6 to 12.12 of Chapter 11 of Establishments Code will be applicable.

07. *Scheme of Recruitment.* - The Applicants will be subjected to a written test and an interview and suitable candidates will be selected

to the post. Selected candidates will be placed on 3 year probation period.

10. Have you committed any punishable offence or been convicted at any court of law ? :\_\_\_\_\_.

LAKSHMAN GOONEWARDENA,  
Government Printer.

*DECLARATION OF APPLICANT*

Department of Government Printing,  
(P. O. Box 507),  
No. 118, Dr. Danister de Silva Mawatha,  
Colombo 08,  
13th August, 2010.

I hereby declare that the particulars given by me in this Application Form are true and correct. Further, I understand that if any of these particulars are found to be false and incorrect after the appointment, I will be considered unsuitable to this post and will be dismissed from service without any compensation.

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

**SPECIMEN APPLICATION FORM**

\_\_\_\_\_  
(For Office use only)

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

**DEPARTMENT OF GOVERNMENT PRINTING**

*Recommendation of Head of Department/Institution  
(For the applicants who are employed in Public Service/Provincial  
Public Service/Local Government Service)*

POST OF COMPUTERISED TYPESETTING AND EDITING HEAD OPERATOR  
(SINHALA/ENGLISH)  
IN CLASS III - GRADE III OF SRI LANKA PRINTING SERVICE

I confirm that the applicant Mr./Mrs./Miss ..... who is forwarding this application is serving in this office since ..... His/Her works and conduct are satisfactory and possess necessary qualifications as mentioned in this application form and state that he/she can/cannot be released from present service.

01. (i) Name with initials (Mr./Mrs./Miss) :\_\_\_\_\_. (capital)  
(ii) Full name :\_\_\_\_\_. (in English capital letters)  
02. (i) Permanent address :\_\_\_\_\_. (capital letters)  
(ii) Postal address :\_\_\_\_\_. (capital letters)  
\*(Admission card will be sent to this address)

\_\_\_\_\_,  
Signature of Head of the Department/Institution.

03. Sex (Male/Female) :\_\_\_\_\_.  
04. Civil status (married/unmarried) :\_\_\_\_\_.  
05. Are you a Citizen of Sri Lanka ? :\_\_\_\_\_.  
06. National Identity Card No. :\_\_\_\_\_.  
07. (i) Date of Birth :  
Year :\_\_\_\_\_, Month :\_\_\_\_\_, Date :\_\_\_\_\_.  
(ii) Age as at 13th September, 2010 :  
Years :\_\_\_\_\_, Months :\_\_\_\_\_, Days :\_\_\_\_\_.  
08. Educational Qualification :  
(i) G. C. E. (Ord. Level) Examination : ..... (year)

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

08-258

**DEPARTMENT OF GOVERNMENT PRINTING**

**Computerised Typesetting and Editing Head Operator  
(Tamil/English)**

Subjects	Passes	Subjects	Passes
1.		5.	
2.		6.	
3.		7.	
4.		8.	

(ii) G. C. E. (Adv. Level) Examination : ..... (year)

Subjects	Passes	Subjects	Passes
1.		3.	
2.		4.	

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*Note : (a)* The furnished application form or related documents thereto should be addressed to 'Government Printer' only, and not to the name of any officer.

09. Other qualifications :\_\_\_\_\_.

(b) Complaints regarding loss or delay in sending the furnished application form by post will not be considered.

(c) Those applicants who presently serving at Government Departments and Corporations should send their applications through their respective Heads of Departments/Institutions.

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*Note.*— This upper age limit is not applicable to those applicants who are presently serving at Government Departments and Corporations.

04. *Educational and Other Qualifications :*

(a) Applicants should have passed G. C. E. (Ord. Level) examination in six subjects in not more than two sittings, with credit passes in five subjects including Tamil Language/ English Language and Mathematics/Arithmetics. (Should have passed in minimum five subjects at one sitting) ; and

(b) Should have passed G. C. E. (Adv. Level) examination with credit passes in Tamil Language/English Language ;

(c) When there are no applicants with credit pass in Tamil/ English language subjects at G. C. E. (Adv. Level) examination, those applicants who have obtained distinction pass in above language subjects at the G. C. E. (Ord. Level) examination will be called upon to sit for an examination, conducted by this department. The applicants who get through this examination will be considered for recruitment. To secure pass in this examination 40% or more marks should be obtained by the applicants.

05. *Conditions of Appointment.*— The post is permanent and pensionable. The selected applicants must contribute to Widows' and Orphans' /Widowers' and Orphans' Fund.

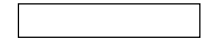
06. *General Conditions.*— Sections 12.1 and 12.6 to 12.12 of Chapter 11 of Establishments Code will be applicable.

07. *Scheme of Recruitment.*— The applicants will be subjected to a written test and an interview and suitable candidates will be selected to the post. Selected candidates will be placed on 3 year probation period.

LAKSHMAN GOONEWARDENA,  
Government Printer.

Department of Government Printing,  
(P. O. Box 507),  
No. 118, Dr. Danister de Silva Mawatha,  
Colombo 08,  
13th August, 2010.

SPECIMEN APPLICATION FORM



(For Office use only)

DEPARTMENT OF GOVERNMENT PRINTING

POST OF COMPUTERISED TYPE-SETTING AND EDITING HEAD OPERATOR  
(TAMIL/ENGLISH)  
IN CLASS III GRADE III OF SRI LANKA PRINTING SERVICE

01. (i) Name with Initials (Mr./Mrs./Miss.) :———. (capital)  
(ii) Full Name :———. (in English capital letters)
02. (i) Permanent Address :———. (capital letters)  
(ii) Postal Address :———. (capital letters)  
\*(Admission card will be sent to this address)
03. Sex (Male/Female) :———.
04. Civil status (married/unmarried) :———.
05. Are you a Citizen of Sri Lanka ? :———.
06. National Identity Card No. :———.
07. (i) Date of Birth :  
Year :———, Month :———, Date :———.  
(ii) Age as at 13th September, 2010 :  
Years :———, Months :———, Days :———.
08. Educational Qualification :  
(i) G. C. E. (Ord. Level) Examination : ..... (year)

Subjects	Passes	Subjects	Passes
1.		5.	
2.		6.	
3.		7.	
4.		8.	

(ii) G. C. E. (Adv. Level) Examination : ..... (year)

Subjects	Passes	Subjects	Passes
1.		3.	
2.		4.	

09. Other Qualifications :———.
10. Have you committed any punishable offence or been convicted at any court of law ? :———.

DECLARATION OF APPLICANT

I hereby declare that the particulars given by me in this application form are true and correct. Further, I understand that if any of these particulars are found to be false and incorrect after the appointment, I will be considered unsuitable to this post and will be dismissed from service without any compensation.

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

Date :———.



**RECOMMENDATION OF  
HEAD OF DEPARTMENT/INSTITUTION**

(For the applicants who are employed in Public Service/Provincial  
Public Service/Local Government Service)

qualifications as mentioned in this application form and state that  
he/she can/cannot be released from present service.

\_\_\_\_\_,  
Signature of Head of the Department/Institution.

I confirm that the applicant Mr./Mrs./Miss. \_\_\_\_\_ who  
is forwarding this application is serving in this office since \_\_\_\_\_ Date : \_\_\_\_\_.  
His/Her works and conduct are satisfactory and possess necessary 08-259

**IMPORT AND EXPORT CONTROL DEPARTMENT**

**Recruitment to the Following Post in the Import and Export Control Department**

**COORDINATING AND INFORMATION TECHNOLOGY ASSISTANT - (01 POST)**

01. APPLICATIONS are hereby called from the Citizens of Sri Lanka who possesses the following qualifications for recruitment to the  
above post.

- (a) *Age Limit* - Should not be less than 18 years and not more than 45 years. (The maximum age limit will not be applicable  
for those who are already serving in Public or Provincial Public Service) Not having been subjected to a punishment for  
any kind of misconduct during the past five years.

02. *Educational and other qualifications :*

- (a) Being a citizen of Sri Lanka ;  
(b) Should have possessed a General Degree or Special Degree including Information Technology/Computer Science as a  
subject from a recognized University.

03. *Additional Qualifications :*

- (a) Working experience in IT field ;  
(b) Ability to work in English Language.

04. *Salary scale and Segment.*— (Yearly) Rs.182,580 - 10 x 2,580 - 4 x 2,880 - 7 x 3,840 - 15 x 4,320 – Rs. 311,580 = M. N.  
4 -2006 (A) in PA Circular No. 6/2006 (IV).

05. *Method of Recruitment.*— Candidates will be recruited to the permanent posts after verifying their qualification by an  
interview board.

06. *Method of Application.*— Application should be prepared in accordance with the specimen form of application attached here  
with by both sides of a paper of size A4 and duly perfected applications should be sent to the following address by registered post before  
30.08.2010 Candidates should indicate the “Recruitment to the Post of (The Post applied for) at the top of left hand corner of the  
envelope.

Application received after the closing date of application will not be accepted and no responsibility will be taken for any delay  
occurring in the post.

Indicate the designation at the correct place in the application for which the candidates has possessed qualifications.

Controller of Imports and Exports.

Import and Export Control Department,  
No. 75/1/3, First Floor,  
Hemas Building, York street,  
Colombo 01.

SPECIMEN FORM OF APPLICATION

.....  
(INDICATE THE NAME OF THE POST)

*IMPORTS AND EXPORTS CONTROL DEPARTMENT*

01. 01.1 Name with initials (In English Block Capitals Mr./Mrs./Miss. :


01.2 Name with Initials (Mr./Mrs./Miss) :\_\_\_\_\_.

01.3 Names denoted by Initials : (In English Block Capitals) :


02. 02.1 Address of Permanent Residence : (In English Block Capitals) :


03. Date of Birth :\_\_\_\_\_.

03.1 Age as at 30.08.2010 :

Years :\_\_\_\_\_, Months :\_\_\_\_\_, Days :\_\_\_\_\_.

04. Sex :\_\_\_\_\_.

05. If you are already in Public or Provincial Public Service :

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

05.2 Grade and Class :\_\_\_\_\_.

05.3 Whether you have been confirmed in the post ? :\_\_\_\_\_.

05.4 Ministry :\_\_\_\_\_.

05.5 Department :\_\_\_\_\_.

06. Educational Qualifications :

06.1 Name of the Degree :\_\_\_\_\_.

06.2 Class :\_\_\_\_\_.

06.3 Name of the Institution from which the said Degree was, obtained :\_\_\_\_\_.

06.4 Year :\_\_\_\_\_.

07. Extra Qualifications :

1. \_\_\_\_\_.

2. \_\_\_\_\_.

I hereby certify that the particulars furnished by me in the application are true and accurate, I am also aware that if any particulars contained herein are found to be false or incorrect, I am liable to disqualification before the selection and dismissal without any compensation to me if the inaccuracy is detected after the appointment.

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

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

*Certificate of the Head of the Department if the Applicant is serving in Public Service or Provincial Public Service :*

I hereby certify that the above particulars furnished by the officer are correct and he/she is serving in the Post of..... in this Ministry/Department/Institution from..... I inform that he/she has not been subjected to any disciplinary punishment, except warning, during the period of past 03 years and also it is not intended to take such action against the officer. Further I inform that the officer can be released from the present post if he/she is selected for the above post.

\_\_\_\_\_,  
Signature of the Head of the Department and  
Official Stamp.

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

08-159

## Examinations, Results of Examinations & c.

### MINISTRY OF REHABILITATION AND PRISON REFORMS

#### Open Competitive Examination for the recruitment of Assistant Superintendent of Prisons in the Department of Prisons – 2010

APPLICATIONS are invited from male citizens of Sri Lanka, with the qualifications stipulated hereunder, for the posts of Assistant Superintendent of Prisons in the Department of Prisons. The Application Forms prepared in accordance with the specimen form attach hereto, should be sent on ..... or before 09.09.2010. This open examination will be held in Colombo.

*Note.*— Late applications will not be accepted and will hold no responsibility of the applications delayed or lost in the post. The applicants should themselves incur the loss due to delay in furnishing the applications.

02. *Terms of Engagement and conditions of service.*— This post is permanent and pensionable. The appointment will be on probation for a period of three years. The selected candidate should be prepared to serve in any prison institution in the island and if official quarters are available at the attached Prison Institution the applicant should reside at the said official quarters.

03. *Salary Scale.*— Salary Code No. SL-1-2006 (initial step)  
Salary Scale.—Rs. 22,935 - 10 x 645 - 8 x 790 - 17 x 1,050 - Rs. 53,555.

The appointees are required to pass the Efficiency Bar Examination within three years from the date of appointment to the post.

04. *Qualifications.*— All applicants should furnish satisfactory evidence in proof of the following.

(a) *Educational qualifications :*

1. Should be a degree holder from a recognized university or an Attorney-at-Law of the Supreme Court.
2. Should have passed General Certificate of Education Ordinary Level Examination with a Credit pass for English Language.

(b) *Physical Qualifications :*

1. Minimum height 5 feet 4 inches.
2. Should have a chest measurement of 32 inches deflated.
3. Should be of physically sound.

(c) *Age limit.*— Not less than 18 years and not more than 45 years. (The upper age limit will not apply to those who are already in the Public Service).

05. Applicants should be prepared to produce any of or all the original certificates of following documents, when called for :

(a) Certificate of Registration of Birth.

(*Note.*— Baptism Certificate issued for the purposes of code of Regulations for Assisted schools will not be accepted) ;

(b) Originals of highest Educational Certificates ;

(c) Two character certificates (one of them should be from a Director of Education or University lecturer or a professor) ;

(d) Certificates of Professional qualifications and skills ;

(e) Certificates on Highest Examination passed in English Language ;

(f) Identity Card to establish the applicant's identity.

*Note :*

1. A copy of any other application or document should not be attached.

2. No consideration will be made on the applicants those who could not submit the documents whenever requested.

06. *Method of Recruitment.*— Applicants who possess qualifications mentioned in 4th para. will be recruited on the results of the written test and oral test/interview. 200 marks will be given to the written test and 100 marks will be given to sports activities, personality, leadership and extra curricular activities at the oral/interview. (In order to be qualified in one subject the candidates are required to obtain 40 marks or above. A number equal to five times existing vacancies will be called for the interview from among the candidates who have obtained highest marks at the written examination).

07. *Scheme of Examination :*

7.1 The examination will consist of two parts ; *i. e.* written examination and oral/interview.

7.1.1 Written examination will consist of two question papers. Duration of each paper is mentioned in front of the paper.

<i>Question Paper</i>	<i>Time</i>	<i>Marks</i>
(a) Intelligence test and General Knowledge (Part I - Intelligence test)	45 minutes	50
Intelligence test and General Knowledge (Part II - General Knowledge)	45 minutes	50
(b) Case study	2 hours	100

7.1.2 Oral/Interview  
Oral test - 100 marks

7.2 *Medium :*

7.2.1 Examination will be conducted in Sinhala, Tamil and English Medium.

7.2.2 A candidate should sit for the examination in the language in which he passed the degree.

7.2.3 A candidate who has passed subjects at the degree examination in more than one language, should sit the examination in the language in which he passed the majority of subjects at such examination.

7.2.4 A candidate with a special degree who has passed the principal subjects at one language and the subsidiary subject in another language should sit the examination in the language in which he passed the principal subject.

7.2.5 A candidate must sit all the papers of the examination in one and the same language.

7.2.6 A candidate will not be permitted to change the language of the examination after the closing date of the application.

7.3 *Syllabus :*

(a) Intelligence test and General knowledge :

The paper will consist of questions designed to test the candidate's ability in logical thinking and analytical reasoning and the General Paper designed to test the knowledge of candidate on matters relating to information technology, the political, social, cultural and economic environment of Sri Lanka including the

environment where the candidate is resident and current affairs of national and international importance and scientific and technical developments. This question paper consists of multiple choice questions and those for which short replies are required.

(b) *Case Study.*— The paper will consist of four questions on matters relating to Personnel Management, Establishments management, Welfare, Agricultural and Rehabilitation activities and production activities of small scale industries.

08. *Application Forms :*

8.1 The application form should be filled in by the candidate's own handwriting and from item 01-6 should be in the first page and item 07-11 should be in the second page and the rest should be in the third and fourth pages. Application forms not in conformity with the specimen form and an incompletable application forms will be rejected without notice. A photocopy of the application form should be retained for future reference. When preparing the application, the name of the examination mentioned at the top of the application should be indicated in English, in addition to Sinhala. In Sinhala applications the name of the examination should be indicated in English in addition to Tamil in the Tamil application.

8.2 The completed applications should be sent under registered cover to reach the Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Department of Examinations, Pelawatta, Battaramulla. The words "Open Competitive Examination for recruitment to the post of Assistant Superintendent of Prisons - 2010" should be written on the top left hand corner of the envelope containing the application.

8.3 Officers those who are already in Public Service should send their application forms through the respective Heads of Departments to reach the Commissioner General of Examinations on or before the closing date of applications.

8.4 Applications should be completed in all respects. Applications not conforming to the specimen form will be rejected without any notice.

09. *Examination Fee.*— The fee for the examination will be Rs. 400 which may be paid at any Divisional Secretariat or District Secretariat (to be credited to Revenue Head 2003-02-13 of the Commissioner General of Examinations.) The receipt obtained should be affixed to the relevant page of the application. (Please keep a photocopy of a receipt for future reference). The examination fees paid will not be refunded. Money orders and stamps will not be accepted).

10. *Admissions to the Examination :*

10.1 The Commissioner General of Examinations will issue an admission cards to each applicant. A candidate presenting himself for the examination must produce his admission

card to the supervisor of the examination centre. A candidate who fails to produce his admission card will not be permitted to sit for the examination.

A candidate who violates any of these rules is liable to a punishment at the discretion of the Commissioner of Examinations.

Secretary,  
Ministry of Rehabilitation and  
Prison Reforms.

At the Ministry of Rehabilitation and Prison Reforms,  
Colombo 08,  
26th July, 2010.

### SPECIMEN APPLICATION

OPEN EXAMINATION FOR THE RECRUITMENT OF ASSISTANT  
SUPERINTENDENT OF PRISONS IN SRI LANKA - 2010

Medium of Language :

Sinhala - 2  
Tamil - 3  
English - 4

(write the relevant letter in the cage)

#### 11. Attestation of the Applicant's Signature :

11.1 The applicants those who are already in Public Service should get their signatures attested by their Heads of the Departments or by an officer Authorized to do so on his behalf.

11.2 The signature of the applicant should be attested by an authorized person or any one of the following : a Principal of a Government School, Justice of the Peace, Commissioner for Oaths, Notary Public, a Commissioned Officer in Armed Forces, an officer holding a *Gazetted* post in the Police Service or an officer holding a permanent post in Government with an annual salary of Rs. 276,220 or above, an officer with an annual increment of Rs. 7,740 or above or in case of an officer in Public/Provincial Public Service by the Head of the relevant institution.

12. *Identity Cards.*— Candidates are required to prove his/her identity at the examination hall to the satisfaction of the supervisor in respect of each subject he/she offers. For this purpose any one of the following documents will be accepted :—

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

13. If any of the particulars furnished by a candidate is found to be false, he/she is liable to be disqualified before selection and to be dismissed from Public Service after the appointment.

14. Any matter not provided for in these regulations will be dealt with as determined by the Public Service Commission.

15. The candidate should strictly adhere to the rules of examination set out in this *Gazette*. All candidates are bound to act in conformity with the rules imposed by the Commissioner General of Examinations.

01. Name of the applicant : \_\_\_\_\_.

01.1 Name with initials (in Sinhala/Tamil) : \_\_\_\_\_.

01.2 Name with initials (in English block capitals) : \_\_\_\_\_.

01.3 Names denoted by initials (in English block capitals) : \_\_\_\_\_.

02. Address :

02.1 Permanent address (in Sinhala/Tamil) : \_\_\_\_\_.

02.2 Permanent address (in English block capitals) : \_\_\_\_\_.

02.3 Official address : \_\_\_\_\_.

03. Race :

Sinhala - 1 Malay - 5

Sri Lankan Tamil - 2 Burgher - 6

Indian Tamil - 3 Others - 7

Muslim - 4

(write the relevant number in the cage)

04. Whether married or single :

Single - 1

Married - 2

(write the relevant number in the cage)

05. National Identity Card No. :

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

06. Whether the citizen of Sri Lanka : \_\_\_\_\_.

(If so state the citizenship by descent or by registration)

07. Age :

07.1 Date of birth :

Date :  Month :  Year :

07.2 Age as at the closing date of application :

Years :  Months :  Days :

08. Qualifications : \_\_\_\_\_.

08.1 *Educational qualifications.*—(State degrees received with the Class if any, particulars including subjects and Institutions of Professional and Technical qualifications) :

Examination/Degree	Year	Subjects	Institution
1.			
2.			
3.			
4.			

08.2 Professional qualifications : \_\_\_\_\_.

09. Highest examination passed :

- (1) Sinhala : \_\_\_\_\_.  
(2) Tamil : \_\_\_\_\_.  
(3) English : \_\_\_\_\_.

10. Particulars in respect of any work engaged in and/or trainings undergone after leaving the school (state the dates of resuming duties and resigning from the positions and the reasons to resign) : \_\_\_\_\_.

11. Particulars of the present post :

- (a) Post : \_\_\_\_\_.  
(b) Department/Ministry : \_\_\_\_\_.  
(c) Date of appointment : \_\_\_\_\_.  
(d) State whether permanent/pensionable/non pensionable/Temporary : \_\_\_\_\_.  
(e) State whether confirmed in the post : \_\_\_\_\_.  
(f) Salary scale and the present salary : \_\_\_\_\_.

12. Have you ever been convicted by a Court of Law for any offence ? If yes give particulars : \_\_\_\_\_.

13. Names, positions and addresses of Referees : \_\_\_\_\_.

14. Receipt for payment of examination fees should be firmly pasted here :

- (i) Number of receipt : \_\_\_\_\_.  
(ii) Date : \_\_\_\_\_.  
(iii) District/Divisional Secretariat : \_\_\_\_\_.  
(iv) Amount paid : \_\_\_\_\_.

I hereby certify that the particulars furnished by me in this application are true and correct. I am also aware that I am liable to be disqualified before selection and to be dismissed after the appointment if this declaration is proved to be incorrect. I agree to abide by the conditions of this examination.

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

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

16. *Attestation of the applicant's signature :*

I do hereby certify that the applicant Mr./Mrs./Miss ..... who is submitting this application is personally known to me and he/she placed his/her signature in my presence on ..... Further I certify that relevant examination fees has been paid and the receipt has been pasted.

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

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

Post : \_\_\_\_\_.

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

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

17. *Certificate of Head of the Department if the applicant is in the Public Service :*

I declare that the applicant Mr./Mrs./Miss ..... is an employee of this Department/Institution and the particulars mentioned in Chapter 11 is correct/It should be amended as follows and his/her work and conduct are satisfactory. He/she can be released/cannot be released from the service if selected for this post.

\_\_\_\_\_,  
Signature and the post of the  
Head of the Department.  
(Official Stamp)

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