

- N. B.— (i) Part I:III, II, III and IV(B) of the *Gazette* No. 2,232 of 11.06.2021 were not published.
(ii) The list of Jurors of Polonnaruwa Jurisdiction areas in year 2021 has been published in Part VI of this *Gazette* in Sinhala and Tamil languages.



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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 2,233 – 2021 ජුනි මස 18 වැනි සිකුරාදා – 2021.06.18
No. 2,233 – FRIDAY, JUNE 18, 2021

(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 09th July, 2021 should reach Government Press on or before 12.00 noon on 25th June, 2021.

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

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

GANGANI LIYANAGE,
Government Printer.

Department of Govt. Printing,
Colombo 08,
01st January, 2021.

This Gazette can be downloaded from www.documents.gov.lk



1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

4:4 Regular Force personnel in the Army, Navy and Air Force who are released for appointments to posts in the Public Service which are pensionable under the Minutes on Pension will be allowed pensionability in their posts in the Public Service. Notwithstanding anything to the contrary in these Minutes the 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 EXAMINATION CANDIDATES

All examination candidates are bound to act in compliance with the provisions of the Public Examinations Act, No.25 of 1968 which was amended by No.19 of 1976 and other rules and regulations imposed from time to time.

The following conditions and restrictions are hereby imposed through the Sentence No. 20 of the Public Examinations Act, No.25 of 1968 which was amended through No.19 of 1976 as per the powers assigned to the Commissioner General Examinations.

All examination candidates are bound to abide by the rules given below and a candidate who violates any of these rules is liable to one or more of the following penalties mentioned below at the discretion of the Commissioner General of Examinations.

- I. Debarring to appear for the whole examination or part of it which was under investigation.
- II. Disqualifying from one subject or from the whole examination which was under investigation.
- III. Imposing lifetime ban for all the examinations conducted by the Department of Examinations, Sri Lanka.
- IV. Debarment from appearing for examinations conducted by the Department of Examinations, Sri Lanka for a certain period of time.
- V. Issuing a letter with suspended debarment of examination.
- VI. Suspension of the certificate for a specific period.
- VII. Handing over the examination candidate to the police to file a criminal case under the Public Examinations Act or complaining the police regarding such act.
- VIII. When the examination candidate is a government employee, reporting the appointing authority of such examination candidate (to take disciplinary actions) regarding the conduct of such examination candidate.

The Commissioner General of Examinations reserves himself the right to take actions with respect to such examination candidate prior to, during or after the examination or at any stage. His decision with respect to that should be deemed final.

1. Every examination candidate should act in the examination hall and at the examination premises in such a manner that any disturbance or obstruction should not take place for the examination supervisor and his staff as well as for other examination candidates. Moreover, examination candidates should not vandalize the property of the examination premises or damage the private property of the examination staff.

2. Examination candidates should act in compliance with the instructions given by the examination supervisor and his staff when the examination is in progress and before the commencement of the examination as well as immediately after the end of the examination.

3. No examination candidate will be admitted to the examination hall after the lapse of half an hour subsequent to the commencement of the question paper at an examination. Also, no examination candidate will be permitted to leave the examination hall until the examination ends. Actions should be taken to participate for practical tests or oral tests on time.

4. Every examination candidate should sit on the seat reserved for him/her bearing the respective Index Number and not any other seat. Unless with the special permission of the examination supervisor, no candidate should change his/her seat. The occupation of a seat other than the one assigned to him/her is liable to be considered as an act committed with dishonest intention.

5. Absolute silence should be maintained in the examination hall. A candidate is forbidden to speak to or to exchange messages or to have any dealing with any person within or outside the examination hall for any matter other than a member of the examination hall staff.

6. Since the answer script of an examination candidate will be solely identified through the candidate's Index Number, it is completely prohibited to write one's name on the answer script, put a certain mark or note to distinguish the answer script, write indecent or unnecessary things on the answer script and attaching currency notes with the answer script. Further, writing other examination candidate's Index Number on one's answer script could be considered as an attempt to commit a dishonest act. Answer scripts bearing Index Numbers those are difficult to decipher are liable to be rejected.

7. Examination candidates should not write on question paper or desk or any other place except on the papers (papers given to answer with the invigilator's short signature and the date with regard to the day on which the examination is conducted) supplied at the examination hall. Acting non-compliance with these instructions will be considered as an act committed with dishonest intention.

8. Any paper or answer books supplied to examination candidates should not be torn up or crushed. Each and every sheet of paper used for rough work should be clearly crossed out and attached to the answer script or submitted with the answer script at the end of the examination or the candidate should do the needful as per the given instructions. It is forbidden to take out anything written inside the examination hall. If a question has been answered twice in two different places, the unnecessary answer should be clearly crossed out.

9. It is forbidden to take out the papers or any other material supplied to answer at the examination out of the examination hall. All such materials are belonged to the Commissioner General of Examinations and breach of this rule will be considered as a punishable act.

10. When examination candidates appear for the examination in the examination hall, they should not keep in their possession or by their side other note books, papers with notes or paper pieces except the stationery supplied to them for answering at the examination and the materials which were authorized in written for each examination. Also, keeping mobile phones, electronic communication instruments/ devices in one's possession or by one's side and obtaining assistance from external parties through such instruments/devices and sending information to other parties and social media while the examination is in progress are considered to be dishonest acts and punishable offences.

11. In case electronic communication instruments/devices are revealed to be used for the purposes mentioned in the above paragraph no. 10, such instruments/devices will be taken into the custody of the Commissioner General of Examinations until the investigations are concluded.

12. After sitting in the examination hall, an examination candidate is strictly forbidden to keep any unauthorized material or instrument in his/her possession prior to the examination or when the examination is in progress. In case the supervisor or the examination staff orders, each candidate is bound to declare everything he/she has with him/her and get them

checked. Breach of these requirements should be considered as an attempt to commit an act of dishonesty.

13. It is an offence, in case a candidate copies or attempts to copy from the answer script of another candidate or a book or a script or a paper containing notes or through signals or any other source or acts dishonestly. Also, helping another candidate and getting help from another candidate or a person or exam staff are also offences and every completed answer sheet should be kept underneath the sheet on which the answer is being written. Writing papers 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 after the commencement of the examination. However, in case an examination candidate needs to leave the examination hall to use the lavatory/ urinal, the candidate will be permitted to go outside for a brief period under the surveillance of an officer belongs to the assistant staff of the examination supervisor. He/ She shall be subject to search before leaving the examination hall as well as when re-entering it.

15. Impersonation before commencement of answering at the examination hall or after, is a punishable act. Tampering with identity cards or presenting false identity cards is considered to be an act of dishonesty.

16. Assistance given to a candidate in an improper and dishonest manner by a candidate or a person, who is not a candidate, is considered to be a serious offence.

17. Examination candidate should adhere to the following instructions.

I. Every examination candidate should take actions to get the signature in their admission paper attested and get the subjects amended prior to the examination, after inquiring the Department of Examinations, Sri Lanka in case there is any discrepancy between the subjects applied and the subject indicated in the admission paper.

II. It is appropriate to arrive the examination hall, half an hour prior to the commencement of the examination and if you are not quite certain of the location of the examination hall, make inquiries on a day prior to the date of examination and be sure of its exact location.

III. Candidate should produce their identity cards and get their identities confirmed at every paper they sit when appearing for the examination.

(a) Actions will be taken to cancel the candidature in case a candidate fails to produce the identification documents at the examination hall and in case a candidate forgets to bring such documents into the examination hall, that fact should be brought to the notice of the supervisor and arrangements should be made to produce them before the examination ends.

(b) Every candidate should be in the examination hall during the examination period in such a way that his/her face should be clearly recognizable to display his / her identity in a clearly visible manner.

IV. Examination candidates should keep their ears openly and in a clearly visible manner so as to confirm that they are not using electronic communication instruments/ devices like Bluetooth.

V. No paper other than those issued at the examination hall should be used for answering questions. Excess paper and other materials should be left on your desk in good condition in a reusable manner.

VI. Examination candidates should bring their own pens, pencils, erasers, foot rulers, geometrical instruments, boxes of coloured pencils and boxes of coloured chalks, etc.

VII. When you start answering, you should promptly write down the Index Number clearly on the answer book used and each sheet of paper. Write answers clearly and legibly on both sides of the paper. You should leave at least a single blank line after providing the answer to a part of a question before starting to answer the next part of such question. You should provide answers in a fresh page for each question.

VIII. The left-hand margin of the answer sheet is set apart to enter the question number. Since the right-hand margin is reserved for the examiner's use, nothing should be written there. Actions should be taken to number the questions you answered correctly as incorrect numbering leads to confusion.

IX. When mathematical questions are answered, give all details of calculations and any rough work in their serial order as part of the solving of the sum. The sketches and diagrams drawn in the relevant places should be accurate and sufficiently large.

X. You should read carefully the instructions given at the head of the questions paper with regard to the compulsory questions and the other questions which should be selected. Marks will not be granted for answers provided disregarding the given instructions in the question paper.

XI. At the end of answering for each question, in addition to the answer book used, the answer sheets should be collected according to the page number and then should be tied/ attached at the top left-hand corner in a non-detachable manner. Make sure whether you have attached all the answer sheets prior to handing over the answer script. Any answer sheet taken out of the examination centre will not be evaluated after the handing over of such answer scripts.

XII. Your answer script should be handed over to the examination supervisor or to an officer of his/her staff. You should remain in your seat until the answer scripts are collected. Failure to do so may result in the loss of your answer script and your being treated as an absentee for a certain subject.

XIII. If it becomes necessary for you to speak to the examination supervisor or an officer of his/her staff due to a certain matter, you should sign him by tapping two times on the desk without disturbing others.

Commissioner General of the Examinations.

At the Department of Examinations, Sri Lanka,
Pellawatta,
Battaramulla.

Posts – Vacant

UNIVERSITY HOSPITAL

General Sir John Kotelawala Defence University

VACANCIES

GENERAL Sir John Kotelawala Defence University Hospital calls applications from qualified persons for the following posts.

1. Medical Consultant

1. Consultant General Physician
2. Consultant Emergency Physician
3. Consultant Anaesthetist
4. Consultant Intensivist
5. Consultant Cardiologist
6. Consultant Paediatric Cardiologist
7. Consultant Chemical Pathologist
8. Consultant Nephrologist
9. Consultant Haematologist
10. Consultant Gastroenterologist
11. Consultant Neurologist
12. Consultant Family Medicine
13. Consultant Endocrinologist
14. Consultant Obstetrician & Gynecologist
15. Consultant Vascular Surgeon
16. Consultant ENT Surgeon
17. Consultant Transplantation Surgeon (Ability to Transplant, Kidney, Liver and Biliary duct)
18. Consultant Cardiothoracic Surgeon
19. Consultant Gastrointestinal Surgeon
20. Consultant Maxillofacial Surgeon
21. Consultant Orthodontist

Qualifications:

- (i) Medical Officers and Dental Surgeon who are registered / registerable in the Sri Lanka Medical Council according to the Medical (Amendment) Act, No.28 of 2018

OR

- (ii) Medical Officers / Dental Surgeons with valid full registration of Sri Lanka Medical Council (SLMC)

AND

- (iii) Doctor of Medicine (MD) Master of Surgery (MS) in the relevant specialty with Board Certification of Post-Graduate Institute of Medicine (PGIM), University of Colombo, Sri Lanka [Appendix I of the *Gazette* (Extraordinary) No.1883/17 dated 11.10.2014 of the Democratic Socialist Republic of Sri Lanka].

AND

- (iv) Certificate of Good Standing from Sri Lanka Medical Council (SLMC)

Salary Scale: MC 1-2 - Rs.(91,645 – 12 x 2,700 - 124,045. The Medical Consultant Grade I will be placed on MC 1-2 Step 1 - Rs. 91,645.00

2. Medical Officer - Grade I

Qualifications:

- (i) Medical Officer with valid full Registration of Sri Lanka Medical Council (SLMC) for practicing as a Medical Officer.

AND

- (ii) A minimum of six (06) years of experience as a Grade II Medical Officer in institution coming under the Ministry of Health or Hospitals registered with private Health Services Regulatory Council of Ministry of Health, Sri Lanka under the category of “Private Hospitals, Nursing Homes and Maternity Homes”.

AND

- (iii) A recognized post graduate qualification mentioned in Appendix II of the *Gazette* (Extraordinary) No. 1883/17 dated 11.10.2014 of the Democratic Socialist Republic of Sri Lanka.

AND

- (iv) Certificate of Good standing from the Sri Lanka Medical Council (SLMC)

Salary Scale: MO 1-1 Rs. (58,675 - 3x 1,375 - 7x1,385 - 2x1,910 - 10x2,270-99,015). The Medical Officer Grade I will be placed on MO 1-1 Step 14 - Rs.78,585.00

3. Dental Surgeon - Grade I

Qualifications:

- (i) Dental Surgeons with valid full registration of Sri Lanka Medical Council (SLMC) for practicing as a Dental Surgeon.

AND

- (ii) A minimum of nine (09) years of experience as a Grade II Dental Surgeon in institutions coming under the Ministry of Health or Hospitals registered with Private Health Services Regulatory Council of Ministry of Health, Sri Lanka under the category of “Private Hospitals, Nursing Homes and Maternity Homes”.

AND

- (iii) A recognized post graduate qualification mentioned in Appendix II of the *Gazette* (Extraordinary) No. 1883/17 dated 11.10.2014 of the Democratic Socialist Republic of Sri Lanka.

AND

- (iv) Certificate of good Standing from Sri Lanka Medical Council (SLMC).

Salary Scale: MO 1-1 Rs. (58,675 - 3x1,375 - 7x1,385-2x1910-10x2,270 - 99,015) The Dental Surgeon Grade I will be placed on MO 1-1 Step 14 - Rs.78,585.00.

4. Medical Officer - Grade II

Qualifications:

- (i) Medical Officer with valid full registration of Sri Lanka Medical Council (SLMC) for practicing as a Medical Officer.

AND

- (ii) A minimum of two (02) years of experience as a Medical Officer in institutions coming under the Ministry of Health or Hospitals registered with Private Health Services Regulatory Council of Ministry of Health, Sri Lanka under the category of “Private Hospitals, Nursing Homes and Maternity Homes”.

AND

- (iii) Certificate of good standing from Sri Lanka Medical Council (SLMC).

Salary Scale: MO 1-1 Rs. (58,675 - 3x1,375 - 7x1,385-2x1,910-10x2,270 - 99,015). The Medical Officer Grade II will be placed on MO 1-1 Step 5- Rs.64,185.00

5. Dental Surgeon - Grade II

Qualifications:

- (i) Dental Surgeon with valid full registration of Sri Lanka Medical Council (SLMC) for practicing as a Dental Surgeon.

AND

- (ii) Certificate of good standing from the Sri Lanka Medical Council (SLMC).

Salary Scale: MO 1-1 Rs. (58,675 - 3x1,375 - 7x1,385-2x1,910-10x2,270 - 99,015). The Dental Surgeon Grade II will be placed on MO 1-1 Step 1- Rs.58,675.00

6. Medical Officer - Preliminary Grade

Qualifications:

- (i) Medical Officers with valid full registration of Sri Lanka Medical Council (SLMC) for practicing as a Medical Officer.

AND

- (ii) Certificate of good standing from Sri Lanka Medical Council (SLMC).

Salary Scale: MO 1-1 Rs.(58,675 - 3x1,375 - 7x 1,385 - 2x 1,910 - 10 x2,270 - 99,015). The Medical Officer Preliminary Grade will be placed on MO 1-1 Step 2 - Rs.60,050.00

General Conditions:

- (i) Shall be a citizen of Sri Lanka.
- (ii) Shall be adequate physical and mental fitness to discharge the duties of the post well, and to serve in the General Sir John Kotelawala Defence University Hospital or at any other place, as may be determined by the University Administration.
- (iii) Shall be of excellent moral character.
- (iv) The applicants should have completed all requisite qualifications by the closing date of applications.
- (v) These posts are permanent and the Medical Officer Preliminary Grade and other posts which are not from the special grades are subject to a probation period of three (03) years, while officers who had served in the posts of Medical Officer Grade I, Dental Surgeon Grade I, Medical

Officer Grade II and Dental Surgeon Grade II and other special grade posts in the public service, are subject to a probation period of one (01) year.

- (vi) Medical Consultants shall be required to teach and train Medical and Allied Health Sciences undergraduates and Postgraduate students under the supervision and direction of the Deans and respective Heads of Department of faculties Medicine and Allied Health Science.
- (vii) Contribution of the employee to Employees Provident Fund (EPF) is 10% and the University will contribute 15% for (EPF) and 3% for Employees Trust Fund (ETF). (Subject to revisions that may be introduced by Parliament by law).
- (viii) Duly completed applications with certified copies of Educational, Professional and Service certificates shall be submitted under registered post to reach “Executive Director, General Sir John Kotelawala Defence University Hospital,

Werahera” on or before **18.07.2021**. The post applied should be indicated on the top left hand corner of the envelope.

- (ix) General Sir John Kotelawala Defence University reserves the right to shortlist prospective applicants.
- (x) Incomplete, late applications and those which do not comply with the prescribed format will be rejected.
- (xi) Application and other relevant details could be downloaded from the KDU Website (www.kdu.ac.lk).

www.kdu.ac.lk

General Kamal Gunarathne (Retd)
WWV RWP RSP USP ndc psc Mphil
Secretary,
Ministry of Defence.

06-348

JUDICIAL SERVICE COMMISSION

Recruitment to the post of Registrar of the Court of Appeal of Sri Lanka - 2021

IN terms of the provision set out in Scheduled Public Officers Service Minute published in the extra ordinary *Gazette* No 2088/26 dated 11.09.2018, a notification was published in *Gazette* No.2228 dated 13.05.2021 calling for applications from the citizens of Sri Lanka who possess required qualifications to be recruited to the post of Registrar of the Court of Appeal in the Scheduled Public Officers Service and the Judicial Service Commission has decided to extend the closing date for applications in view of the present travel restrictions in force.

02. Accordingly paragraph 10 of the said notification is amended as follows.

01. Method of Applying :

- (a) The application fee is Rs.500/-. The application form can be obtained by sending the receipt obtained by paying the relevant amount from any People's Bank branch to the credit of the account of 'Secretary, Judicial Service Commission' No.297100199025039 of the People's Bank, Dam Street Branch along with an envelope 9x4 in size with the name and address of the applicant

written on it, by registered post to the Judicial Service Commission Secretariat or by personally handing it over. Or else, a completed application form prepared in accordance with specimen in the notification can be sent by registered post, having affixed the receipt to the application.

- (b) Duly perfected application should be sent under registered post to reach the address “Secretary, Judicial Service Commission Secretariat, Colombo 12” on or before **09th July 2021** or the applicants should hand over the applications by personally visiting the Judicial Service Commission Secretariat.

03. Other facts mentioned in the notification remain unchanged.

By order of the Judicial Service Commission.

H. S. SOMARATHNE,
Secretary,
Judicial Service Commission.

Judicial Service Commission Secretariat,
Colombo 12,
17th June 2021.

06-353

Examinations, Results of Examinations & c.

FOREIGN MINISTRY

Open Competitive Examination for Recruitment to Grade III of the Sri Lanka Foreign Service - 2020(2021)

THE Public Service Commission has approved the following amendments to the "Part I : Section (IIA) Advertising" of the *Gazette Notification of the Open Competitive Examination for Recruitment to Grade III of the Sri Lanka Foreign Service - 2020(2021)* published in the *Gazette* of the Democratic Socialist Republic of Sri Lanka, No. 2223 of 09.04.2021 and No. 2229 of 21.05.2021.

AMENDMENT

The closing date for applications for the Sri Lanka Foreign Service recruitment examination mentioned in the above notification is extended by the Public Service Commission to **15.07.2021**, due to the travel restrictions currently in place to control the Covid -19 epidemic.

Further, the maximum age limit specified in Section 04 of the notification No. 2223 of 09.04.2021 shall remain the same as at the previous closing date for applications (i.e. 10.05.2021) given in the original *Gazette* notification.

Admiral Prof. JAYANATH COLOMBAGE,
Secretary,
Foreign Ministry.

Foreign Ministry,
Republic Building,
Colombo 01.
11th June, 2021.

06-277

MINISTRY OF EDUCATION

Open Competitive Examination to Recruit Graduates to Grade 3-1(a) of the Sri Lanka Teachers' Service to Teach Foreign Languages in National Schools Islandwide – 2021

APPLICATIONS are hereby called to recruit graduates to Grade 3-1 (a) of the Sri Lanka Teachers' Service to teach foreign languages in National Schools Islandwide. The

respective application has been published under "Online Applications – Institutional Exams" in "Our Service" in the website www.doenets.lk of the Department of Examinations and the applications can be submitted only *via* online. Applicants should download the application submitted online and complete relevant parts of the application in his / her own handwriting in the printed copy attesting the signature of the applicant and forward the same under registered cover; along with the certification of the Head of the Department if applicable, in order to reach the "Commissioner General of Examinations, Institutional Examinations Organization Branch, Department of Examinations, Sri Lanka, P. O. Box 1503, Colombo". Furthermore, "Open Competitive Examination to Recruit Graduates to Grade 3-1(a) of the Sri Lanka Teachers' Service to Teach Foreign Languages in National Schools Islandwide – 2021" should be clearly stated on top left-hand corner of the envelope. The closing date of applications will be **13.08.2021**.

Note : Sending the printed copy of the application *via* post is compulsory and any complaint made in relation to a loss or delaying of an application in post will not be entertained. The applicant himself should bear the risk of delaying applications till the closing date.

02. Method of Recruitment :

2.1 Recruitments will be made according to the number of existing vacancies upon a school-based system while the applicants, who have scored a minimum of 40% for each paper in a written examination conducted by the Commissioner General of Examinations will be directed to a general interview in the order of their total mark. Candidates, who have not fulfilled the qualifications required by this *Gazette* Notification, will be rejected at the interview.

2.2 Candidates, who qualify from the general interview will be subjected to a practical test in terms of Section 12.3 of this *Gazette* Notification to evaluate skills on teaching and teaching methods required for the profession and school-based recruitments will be made according to the number of vacancies and in the order of the total marks scored in the written and practical tests.

- 2.3 List of vacancies will be exhibited at the interview. Accordingly, the candidates will have to indicate their preference in being appointed to vacant schools at the interview.

Note : When several candidates, who have applied for the same school have scored similar marks, eligible applicants will be selected according to prescribed marking criteria approved by the Secretary to the Ministry of Education.

- 2.4 Since these appointments will be school-based, no candidate will be allowed transfers till the completion of 05 years.

- 2.5 List of Vacancies :

Province	No. of Language Laboratories	No. of Vacancies and New Entrants					
		French	Japanese	Chinese	Korean	Hindi	German
Western	134	11	10	30	15	05	10
Central	155	10	10	25	15	05	15
Southern	110	10	10	40	20	05	15
Northern	91	05	07	18	18	05	10
Eastern	104	10	10	25	20	05	15
North Western	127	10	10	25	25	05	10
North Central	83	10	10	20	25	05	15
Uva	88	10	10	20	20	05	10
Sabaragamuwa	113	10	10	20	20	05	10
Total	1005	86	87	223	178	45	110

03. Employment Conditions :

- This post is permanent. You will be subjected to future policy decisions taken by the government regarding your pension scheme.
- The appointees to this post will be subjected to a probation period of three (03) years and they should pass the first Efficiency Bar Examination within the aforesaid period of three (03) years.
- You should obtain proficiency in official language in terms of the Public Administration Circulars 18/2020 and its incidental circulars.
- This appointment will be subjected to the Procedural Rules of the Public Service Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and other departmental rules.
- This appointment will be subjected to the provisions of the Service Minute of the Sri Lanka Teachers Service published the *Gazette* Extraordinary No 1885/38 of 23.10.2014 and its future amendments as well as to the general conditions of public service appointments.

04. Salary Scale:

In terms of the Public Administration Circular No. 03/2016, this post will be entitled to a salary scale G-E-01-2016 of Rs. 27,740-300x6-380x7-445x2-Rs. 33,090/- (monthly). The appointees will be placed on the 14th salary step of this scale in Rs. 32,200/- Salaries will be paid in accordance with the provisions in Schedule II of this circular. In addition, you will be entitled to other allowances granted to public officers by the government from time to time.

05. Educational Qualifications:

- 5.1 In terms of the Service Minute of the Sri Lanka Teachers' Service and the Cabinet decision No. CP/19/1412/127/011-I of 19.07.2019, you should have fulfilled following qualifications as at **13.08.2021**.

- (I) Completed the degree in a local/ foreign university recognized by the University Grants Commission and having followed the respective subject (Foreign Languages) as a subject in the degree or having obtained a special degree in the respective subject.

Note.- In addition to above qualifications, all applicants should have passed Sinhala or Tamil Language as a subject in G. C. E. (O/L) Examination. Applicants, who have passed other examinations recognized by the Commissioner General of Examinations as equivalent to local G. C. E. (O/L) Examination may also apply.

06. Age Limit:

Applicants should have completed 18 years and not exceeded 35 years of age by the closing date of applications. (Accordingly, only the applicants, who have the date of birth on or before 13.08.2003 and on or after 13.08.1986 will be eligible to apply.)

07. Other Requirements:

- (i) Applicants should be Sri Lankan citizens.
(ii) Applicants should be of exemplary character.

- (iii) Should have fulfilled all qualifications required for the post by the closing date of applications stated in this notification.

- (iv) Every applicant should be physically and mentally fit to serve in any part of the island.

08. Method of Applying:

- 8.1 Online application should be completed in English language only. When the soft copy submitted online as well as the printed copy forwarded under registered post receive the Department of Examinations, the soft copy and the printout will be verified and the applicant will be informed of the acceptance / non-acceptance of the application as a valid application through an SMS to the mobile number used to access the system or *via* an e-mail. Please download the common instructions prepared in relation to online applying and thoroughly follow the instructions when completing the application. Any revision made in the application after obtaining the printout will not be considered as a valid revision. Incomplete applications will be rejected without further notice.

8.2 Examination Procedure :

- (i) This examination will be held in Sinhala, Tamil and English mediums and the venue of the examination will be determined depending on the number of applications received.
- (ii) Each applicant should face all subjects of the examination in one medium and the said medium should be the same medium of the appointment.
- (iii) Applicants will not be allowed to change the language medium stated in the application later.
- (iv) Examination consists of (02) two question papers. Each applicant should face both (02) question papers and should obtain minimum 40% to each paper in order to pass the examination.
- (v) The appointing authority will determine the number of recruitments.

8.3 An applicant may submit only one application.

8.4 Signature of the applicant should be attested in the application as well as in the admission of the examination. Signature of an applicant applying through a public institution should be attested by the Head of the institution or an authorized officer while the signature of any other applicant should be attested by a Principal of a government school/ retired officer, Grama Niladhari of the Division, Justice of Peace / Commissioner for Oaths/ Attorney-at-Law, Public Notary, Commissioned Officer of Tri-Forces or a permanent Staff Grade Officer in public or provincial public service or the Chief Incumbent of a Buddhist religious institution / a reverend or a priest of any other religious institution.

8.5 On the presumption that only eligible persons will apply, the applicants, who have fulfilled the age limit stated in the *Gazette* notification and have paid the prescribed examination fee and have properly submitted the online applications and forwarded the printed copy along with the respective receipt on or before the closing date of applications, will be issued admissions by the Commissioner General of Examinations. Department of Examinations will publish a newspaper advertisement when admissions have been issued. Any applicant, who has not received the admission within 02 or 03 days of the notice, should inquire from the Institutional Examination Division of the Department of Examinations. When inquiring the applicant should accurately mention the title of the examination applied, full name of the applicant, NIC No. and the address. If the applicant resides out of Colombo, should fax a letter of request to 011-2784232 along with the aforesaid details and a Fax Number to immediately receive the admission. Keeping in hand a copy of the application and the registered post receipt of posting the printed application would be beneficial for the applicant in confirming such detail.

09. Facing the Examination :

9.1 All applicants, who have accurately submitted applications will be issued admissions by

the Commissioner General of Examinations. Applicants should face the examination upon submission of their attested admission to the Supervisor of the examination center. Applicants fail to do so will not be allowed to face the examination.

9.2 Each applicant should sit for the examination in the examination hall assigned for them. Every applicant should hand over the attested admission of the prescribed examination hall to its Supervisor on the first day facing the examination. All candidates will be subjected to the rules and regulations imposed by the Commissioner General of Examinations in relation to conducting and issuing results of the examination. Any candidate, who violates such rules, may be subjected to any punishment imposed by the Commissioner General of Examinations.

Note - Issuance of an admission to a candidate will not be considered as a fulfillment of qualifications for him or her to face the examination or to be appointed to a post while passing the examination will not be considered as an eligibility to receive the appointment.

10. Identity of the Candidates :

(i) All candidates should confirm their identity so as to satisfy the Supervisor of the examination hall at each subject they face. One of following documents will be accepted for the purpose.

- (i) National Identity Card
- (ii) Valid passport
- (iii) Valid Sri Lankan driving license

Furthermore, the candidates should enter the examination hall without covering the face and the ears enabling the Supervisors to confirm their identity and any candidate, who rejects to confirm their identity will not be allowed to enter the examination hall. Furthermore, the candidates should remain the face and ears uncovered throughout the examination for the invigilators to recognize their identity.

11. Punishments for providing False Information:

Applicants should be cautious to furnish accurate information in the application. According to the rules and regulations of this examination, if any applicant is revealed to be not eligible his/her candidacy may be cancelled at any instance before, during or after the examination.

Note – Objectives expected to be Achieved -

Checking whether the qualifications stated in the Service Minute and in this notification or newspaper advertisement publicized in accordance therewith and evaluating physical qualifications.

12. Syllabus

12.1 Written Examination :

Two question papers are prescribed for this examination and all applicants should mandatorily face both papers.

(i) Aptitude – Time 01 hour (100 marks)

It is expected to measure the analytical skill, logical understanding, ability of interpretation, ability of applying to other situations, skill of quantification, understanding the relationship between time and space of the applicant in relation to the problems presented in a numerical, textual and figurative context and in pertaining to the interrelations. This will consist of 50 MCQ and short answer questions. All questions should be answered.

(ii) General Knowledge - Time 01 hour (100 marks)

This question paper consists of 50 MCQs and Short Answer Questions which aim at testing the general knowledge of the applicant in the field of teaching and / or general knowledge on local trends that have taken place and that are currently taking place in education sector and general knowledge on the modifications occurred after 2010 in relation to the education, higher education, technical teacher education. All the questions should be answered.

12.2 General Interview :

Marks will not be allocated for the general interview.

12.3 Practical Test :

As the practical test the candidate should make a presentation on a recognized topic. A duration not less than 05 minutes will be given for the presentation and the marks allocated will be as follows.

Serial No.	Marking criteria for the Practical Test	Maximum Mark	Minimum Mark of Passing
01	Objective and the approach	05	02
02	Personality and voice control	05	02
03	Clarity in communication	05	02
04	Time management	05	02
05	Presentation methods	05	02
	Total Marks	25	10

Note – Objectives expected to be Achieved –

Evaluating the skills of the candidate relating to teaching learning process, which requires in the teaching profession.

12.3.1 Methodology of the Practical Test :

- Duration under five (05) minutes will be given for the practical test.
- Maximum marks for the practical test will be twenty-five (25).
- Minimum 02 marks should be obtained for each criterion in order to pass the practical test.
- The evaluation of the practical test will be conducted by a panel appointed by the Secretary to the Ministry of Education.

12.3.2 Objectives of criteria :

- (i) Objective and the approach
Evaluation of the ability to clearly explain the objective of the lesson and approach the lesson.
- (ii) Personality and voice control
Perfect personality as a teacher and the ability to control voice in teaching.
- (iii) Clarity in communication
Ability to communicate effectively in teaching learning process.

13. Examination Fee :

- 13.1 Examination fee is Rs.600. Only the following payment methods allowed by the online system should be used to pay examination fees.

- I. Any Bank Credit Card
- II. Any Bank Debit Card activated with online payment facilities
- III. Bank of Ceylon Online Banking Method
- IV. Teller Slip Payment from any Bank of Ceylon Branch
- V. Payment at any Post Office of the Department of Post

Note.—Instructions in relation to above payment methods are published in the website under technical instructions for the examination.

- 13.2 Receipt of payment will be acknowledged through an SMS or an e-mail. The total amount of the examination fee should be paid while applications with less or over payments will be rejected. The Department of Examinations will not be responsible for any fault occurred in paying examination fees through above payment methods.

- 13.3 Examination fees paid will not be returned or exchanged for any other examination at any cost.

14. Examination Results :

- 14.1 Commissioner General of Examinations will forward the results sheet prepared in the order of the total marks of the written examination to the Secretary of the Ministry of Education and the Commissioner General of Examinations will take measures to personally inform the results to all applicants or to publish results in www.results.exams.gov.lk.

15. Instructions on completing applications :

The online application is prepared using the following Schedule 01.

Schedule 01

Foreign Language	Code
French	1
Japanese	2
Chinese	3
Korean	4
Hindi	5
German	6

16. Officers currently engaged in public service should mandatorily submit applications attested by the Head of the Department under heading of 14 of the application.

17. Candidates, who fail to attend the interview on the prescribed date will never be considered again.

18. All certificates should be submitted at the interview while no certificate submitted later will be accepted.

19. The Secretary to the Ministry of Education will reserve the right of determining any matter not covered from this notice as well as the right of final and conclusive decision relating to filling or not filling a part of or entire vacancies.

20. In the event of any inconsistency among Sinhala, Tamil and English texts of this notification, the Sinhala text shall prevail.

Prof. K. KAPILA C. K. PERERA ,
Secretary,

Ministry of Education, Isurupaya,
Pelawatta,
Battaramulla.
23rd April, 2021.

Amendment

PUBLIC SERVICE COMMISSION

State Ministry of National Security and Disaster Management

REGISTRAR GENERAL'S DEPARTMENT

FOR THE POST OF REGISTRAR SERVICE CLASS I OF GRADE III OF EXECUTIVE SERVICE CATEGORY RECRUITMENT UNDER
LIMITED STREAM- 2015(2020)

IN pursuant to the Order of the Public Service Commission, applications are hereby called from eligible candidates in Registrar Service Class II of this Department as at 26.05.2015 for the post of Registrar Service Class I Grade III in the Registrar General's Department, to fill 13 existing vacancies, on the basis of Limited Competitive Examination. Duly filled applications in accordance with the Specimen Application form attached hereof should only be forward by registered post to Registrar General, Registrar General's Department, No. 234/A3, Denzil Kobbekaduwa Mawatha, Battaramulla to reach on or before the date stated hereunder. The words "**Recruitment under Limited Stream- 2015(2020) for the post of Registrar Service Class I of Grade III**" should clearly notified top left hand corner of the envelope containing the application. Further, the name stated in the caption should be written in English in addition to Sinhala in Sinhala Applications and specified in English in addition to Tamil in Tamil Applications.

Closing date for applications: **19.07 2021**

Note: Hand delivered applications shall be entertained under no circumstances and no complaints made with regard to lose of applications, letters on postal delay shall be considered. Applicants are liable to bear the losses, damages caused by delaying application until the closing date.

01. Method of recruitment to service

Upon the results of the written competitive examination conducted by Commissioner General of Examinations, Candidates who score highest of the examination will be recruited in descending order of marks obtained, amongst the candidate who score 40% or above for each question paper. Qualifications of the applicants will be scrutinized by interview board approved by the Public Service Commission. No marks will be granted for the interview. Number of appointments and effective date for the appointment will be determined by the order of the Public Service Commission.

02. Conditions of Service

- I. This post is permanent and pensionable. Selected candidates shall contribute to the Widows' and Orphans' Pension scheme and Widowers' and Orphans' pension scheme.
- II. Recruited officers shall be subject to an acting period of One (01) year.
- III. As per the Public Circular 1/2014, the recruited officer shall obtain prescribed language proficiency before expiry of five years of service in the post.
- IV. This post shall be subject to procedural regulations and conditions set out in the recruitment procedure of the Public Service Commission.
- V. First Efficiency Bar Examination should be passed before expiry of Three (03) years after appointment to the post of Registrar Service Class I Grade III
- VI. Your medium qualified for the appointment shall be the medium that is stated in the application

03. Salary Scale

This post shall be entitled for a monthly salary scale of Rs. 47,615-10x1,335-8x1,630-110,895 (SL- 1-2016) as per the Schedule I of the Public Administrative Circular No. 03/2016 dated 25.02.2016.

04. *Qualifications*

Experience: been confirmed in the Registrar Service Class II in the Registrar General's Department
: Completion of Three (03) years of satisfactory service in Registrar Service Class II
: Completion of Five (05) years of satisfactory service prior to the date of calling for Application
Age Limits : Nor relevant

05. *Physical Fitness*

Every applicant should possess sound physically fitness to serve any part of the sri Lanka and to accomplish duties of the post.

06. *Other qualifications :*

- Applicant should possess an outstanding character
- Applicant should have completed Five (05) years of satisfactory service prior to the date of promotion in the service.
- Should have fulfilled all required qualifications for the recruitment prior to 26.05.2015

07. *Written Examination*

- This Examination will be conducted by Commissioner general of Examinations
- Examination will be conducted in all Three (03) languages
- Medium applied for the examination will not be then changed
- Written test will be comprised with following question papers

<i>Question Paper</i>	<i>Time</i>	<i>Total Marks</i>	<i>Pass Marks</i>
Registration of documents and Title Registration	3.00 hrs	100	40
Registration of Marriages, Births and Deaths	3.00 hrs	100	40

v. Syllabus

<i>Name of the Question Paper</i>	<i>Syllabus</i>
Registration of documents and Title Registration	<p>A. Order imposed by the Registrar General with regard to Registration of documents and Title Registration</p> <p>B. Circulars and directions issued from time to time by the Registrar General with regard to Registration of documents and Title Registration</p>
Registration of Marriages, Births and Deaths	<p>A. Order imposed by the Registrar General with regard to Registration of Marriages, Births and Deaths</p> <p>B. Circulars and directions issued from time to time by the Registrar General with regard to Registration of Marriages, Births and Deaths</p>

08. *Method of Application*

- Application must be prepared in 22-29cm size A-4 paper so as to appear captions from 01 to 06 on the first page and the rest of the caption in 2nd and 3rd pages using either side of the paper and relevant details should be clearly enter by your own hand writing. Application that are not compliance with the specimen applications forms and the incomplete applications will be rejected without any notice. It is useful to retain a photocopy of the relevant application.

II. Signature of the applicant should be attested by a Senior Deputy Registrar General or Deputy Registrar General.

09. Examination Fees

I. Examination Fees is Rs. 2,000/=

II. Receipt for deposit of examination fees in favor of the Registrar General Account No. 7041650 at any branch of Bank of Ceylon Island wide prior to the closing date of application should be affixed in the prescribed cage. Examination fees will not be refunded. It will be useful to retain a photocopy of the receipt with you.

N.B: (Remarks)

- A. It is required to place the date frank on the date of receipt of the application duly filled and forward by the officers and to obtain the attestation of the Head of the Department affirming the accuracy of the particular stated in the application, on or before the closing date. It is the responsibility of the applicant to forward the application prior to the due date enabling to accomplish the above.
 - B. Admission for the examination will be forward to official address under the name of the officer.
 - C. Public Service Commission shall reserve rights not to grant the appointment under circumstances where any candidate shall be found unqualified for the appointment under regulations and provisions that in force at the time of appointment of as a consequence of unfavorable conduct at service.
 - D. Public Service Commission shall determine to fill a certain number of vacancies or not to fill existing vacancies and any other aspects that are not stated in this regulations.
10. This post shall be subject to procedural regulations of the Public Service Commission, circulars issued from time to time with regard to public service and conditions and amendments made to approved recruitment procedure for the recruitment for executive grade in the Registrar General's Department.
11. In case of any discrepancy or incompliance shall be found in this notification that is published in Sinhala, Tamil and English media, under such circumstances, actions shall be taken as per the notification published in Sinhala Medium.

By order of the Public Service Commission,

Secretary,
State Ministry of National Security and Disaster Management.

21st May, 2021.

Competitive Examination to recruit for post of Registrar Service Class I of Grade III of Executive Service Category under Limited Stream- 2015(2020)

Language Medium of Examination	
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(Specify in the relevant cage : Sinhala -1 Tamil - 2 English-3)

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(for official use only)

- 1.0 1.1 Name with initial :
(In English BLOCK CAPITALS)
Ex: GUNAWARDANA, M.G.B.S.K
- 1.2 Name with initial :
(In Sinhala/Tamil)
- 1.3 Names denoted by initials :
(in English BLOCK CAPITALS)

1.4 Names denoted by initials :
(In Sinhala/Tamil)

2.0 Service Station and Address :

2.1 Name and Address of the office/department/institute (in English BLOCK CAPITALS) :

2.2 Name and Address of the office/department/institute (In Sinhala/Tamil) :

2.3 Address to that the admission should be posted (in English BLOCK CAPITALS) :

3.0 Gender

Female -1

☐

Write the relevant number

Male - 2

4.0 Date of Birth Year Month Date

5.0 Age as at closing date of application Years Months Dates

6.0 04. National Identity Card No. :

7.0 (a) (i) Date of the first appointment to the public service
(ii) Service appointed to
(iii) Number of the Appointment Letter
(iv) Date

(b) (i) Date of the first appointment to Registrar service II
(ii) Number of the Appointment Letter
(iii) Date
(iv) Date of confirmation of service in Registrar Service II

(c) Details of disciplinary actions during the period service

<i>Disciplinary Order</i>	<i>Time period of the occurrence of offence as per charge sheet</i>	<i>No. and date of the Disciplinary Order</i>

(d) Active and satisfactory period of service of qualification in Registrar Service II that should be completed as at 26.05.2015 as per the conditions set out in para 06 of the circular.:

8.0 Affix the Cash Receipt, firmly

i. Name and branch of the bank to which money was paid

9.0 Declaration of the candidate:- I declare that I have earned all salary increments during the period of last five years prior to 26.05.2015, I have performed an active and satisfactory Service period as per the conditions set out in chapter 06 of the circular and further I have not subjected to any disciplinary action except from warning during the period of my service. Further, I do declare that I shall be subject to all orders imposed by the Public Service Commission with regard to issuance of examination results.

_____,
Signature.

Date : _____.

Note : The Applicant shall place the signature before a Senior Deputy Registrar General or Deputy Registrar General.

Attestation of Applicants' Signature :

I do hereby certify that Mr./Mrs/Miss (full name), an officer in Registrar service Class II in the Registrar General's Department, placed his/her signature before me.

_____,
Signature of attester official frank.

Date : _____.
Name : _____.
Title : _____.
Address : _____.

Attestation by the Head of the Department

I do hereby certify that Miss/Mrs. Mr has been serving in the Class II in the Registrar General's Department, particulars furnished hereof are true and accurate, she/he has earned all of the salary increments during the last five years prior to 12.05.2015 (except for the salary increment which is a condition of passing the service or departmental examination), she/he performed an active and satisfactory period of service as per the chapter 06 of the circular, she/he had not been subjected to any disciplinary action for any offense (except warnings) during the entire period of service and as per the conditions set out in the circular, she/he is eligible to appear for the interview.

_____,
Signature of the Head of the Department.

Date : _____.
Name : _____.
Title : _____.
Address : _____.
(Affix the official frank)

06-281

MINISTRY OF HEALTH

Limited Competitive Examination for Recruitment to Grade III of Public Health Management Assistants' Service – 2021

01.0 IT is hereby notified that the Limited Competitive Examination for recruitment to Grade III of Public Health Management Assistants' Service will be held by the Commissioner General of Examinations in the month of September 2021.

02.0. This examination will be held in the following towns for the officers serving in the Ministry of Health, State Ministry Pharmaceutical Production, Supply and Regulation, State Ministry of Primary Health Care, Epidemic and COVID Disease Control, State Ministry of Promotion of Indigenous Medicine, Development of Rural Ayurvedic Hospitals and Community Health and hospitals and institutions thereunder and, are receiving salaries under the PL salary codes of the Primary Level and salary codes of MN-01-2016 as per the Public Administration Circular 03/2016, and who have been confirmed in the said appointments. The list of towns and respective town numbers are given below. The Commissioner General of Examinations at his discretion, may cancel any of the examination centers owing to the insufficient number of candidates or another reason and decide an alternative center taking the candidates' second preference into consideration.

<i>Town</i>	<i>Town Number</i>	<i>Town</i>	<i>Town Number</i>
1. Colombo	01	14. Kilinochchi	14
2. Gampaha	02	15. Batticaloa	15
3. Kalutara	03	16. Ampara	16
4. Kandy	04	17. Trincomalee	17
5. Matale	05	18. Kurunegala	18
6. NuwaraEliya	06	19. Puttalam	19
7. Galle	07	20. Anuradhapura	20
8. Matara	08	21. Polonnaruwa	21
9. Hambantota	09	22. Badulla	22
10. Jaffna	10	23. Monaragala	23
11. Mannar	11	24. Ratnapura	24
12. Vavuniya	12	25. Kegalle	25
13. Mulativu	13		

03.0 The candidates shall be bound by the rules and regulations prescribed by the Commissioner General of Examinations for conducting the examination and issuance of results. He / She is liable to any punishment imposed by the Commissioner General of Examinations for breach of these rules.

04.0 Number of appointments and the effective date of appointments shall be determined by the Secretary, Ministry of Health. The Secretary reserves the right to refrain from filling some or all vacancies.

05.0 Medium in which candidates should sit for the Examination: This examination will be held in Sinhala, Tamil & English languages. Candidates may sit this examination in only one language medium of their preference. Candidates will not be allowed to change the language medium subsequently.

06.0 *Salary*: Monthly Salary Scale applicable for the Grade III, II and I of the Public Health Management Assistants' Service, as per the Public Administration Circular No. 03/2016 dated 25.02.2016: Rs.28,940 -10x300 -11x350 -10x560 -10x660 - Rs.47,990 and the said salary is entitled to you from 01.01.2020. Salary will be paid from the effective date of the appointment as per the provisions of Schedule II of said circular. Officers should obtain promotion to Grade II and Grade I to go beyond the salary point of Rs.31,940 and Rs.35,790 respectively. In addition, you are entitled to other allowances paid to the public officers by the Government from time to time.

Note: Appointees will be granted incremental credit subject to the incremental credit rules prevailing at the time of receiving appointment.

07.0 *Conditions of Service* :

- (i) Number of appointments and the effective date of appointments shall be determined by the Appointing Authority. The Appointing Authority reserves the right to refrain from filling of some or all vacancies.
- (ii) Selected candidates shall be appointed to a post in Grade III, subject to general conditions governing the appointments in the Public Service, terms and conditions set out by the Public Health Management Assistants' Service Minute published in the *Gazette* Extraordinary of Democratic Socialist Republic of Sri Lanka No. 2053/18 dated 09.01.2018, amendments which will be made thereto in due course to the said Service Minute, provisions of the Establishments Code and Financial Regulations and Procedural Rules of the Public Service Commission published in the *Gazette* Extraordinary No. 1589/30 dated 20.02.2009.

- (iii) Candidates who are successful in this examination will be appointed on an acting basis for one year from the date of the appointment. Their posts will be permanent and pensionable. First Efficiency Bar Examination shall be passed within 03 years from the date of recruitment to Grade III of Public Health Management Assistants' Service, as mentioned in the service minute.
- (iv) Candidates who receive appointments on the results of the examination will be liable to posted to any station in Sri Lanka and they would not be given the present work station, for whatever the reason.
- (v) The officer shall compulsorily serve at least 03 years at the service station to which he/she is appointed at first from the date of appointment. However, the Appointing Authority reserves the right to transfer any officer before the lapse of said period, on special reasons as determined by him, if it is required to make such transfer.
- (vi) *Official Language.*- Officers who have been appointed to service in a language other than any official language shall acquire proficiency in one of the official languages before confirmation in the service.
- Other Official Language.*- Proficiency in the Second Official Language should be achieved before lapse of 03 years from the date of appointment in terms of the provisions of Public Administration Circular 18/2020 and circulars incidental thereto.
- (vii) The general hours of work of the officers in the Public Health Management Assistants' Service are from 8.30 a.m. to 4.15 p.m. in all days of the year. However the above time may vary on the service exigency and nature of the duty. It is compulsory to be on night duty and the officers may be ordered to do additional work. And also, the Public Health Management Assistants are subject to be on duty on 365 days of the year.
- (viii) Officers discharging the duties required by the Secretary of the Ministry of Health shall finish a security of Rs.5000/=
- (ix) On service exigency officers serving in Health Institutions and Hospitals may be called upon to work on Saturdays and Public Holidays. They are eligible to overtime or holidays pay or leave in lieu for each such day.
- Note** .-The officers in the Provincial Public Service are not allowed to sit for this examination.
- 08.0 Method of Recruitment :**
- 8.1 *Educational Qualifications :*
Shall have passed G.C.E. (Ordinary Level) Examination in 06 subjects including Sinhala / Tamil / English Language and Mathematics with credit passes for two subjects at not more than two sittings.
- 8.2 *Professional Qualifications:* Not Applicable
- 8.3. *Experience :*
Shall have completed an active and satisfactory service period of 05 years at least in a permanent post as at the closing date of applications and should not have been punished in accordance with the provisions of Public Service Commission circular 01/2020. That should be confirmed by the Head of the Department.
(A training period covered by a candidate prior to the appointment to a certain post on permanent basis or a training period which shall have to be completed as a condition for appointment to a certain post on permanent basis shall not be considered for the 05 years period for satisfying above qualifications. Further the period of service under casual / temporary basis completed by a candidate before his appointment to a certain post on a permanent basis shall not be considered for the 05 year period for satisfying above qualifications.)
- 8.4 *Physical Fitness :*
All the candidates shall have the physical and mental fitness to serve in any part of Sri Lanka and to perform the duties of the post.

8.5 Other :

- (i) Shall be officers serving in the Ministry of Health, State Ministry Pharmaceutical Production, Supply and Regulation, State Ministry of Primary Health Care, Epidemic and COVID Disease Control, State Ministry of Promotion of Indigenous Medicine, Development of Rural Ayurvedic Hospitals and Community and the Health Institutions thereunder, who are holding permanent posts and confirmed in appointments and receiving salaries under the PL Salary Codes of Primary Level and the officers who obtained salaries under Salary Code MN-01-2016 as per Public Administration Circular No. 03/2016.
- (ii) Candidates should have an excellent character.
- (iii) Should have satisfied all the qualifications required for recruitment to the post as at the closing date of applications.

Note :

1. Candidates should have completed a satisfactory service of 05 years preceding the closing date of applications. Satisfactory service period is described by following facts :
 - (i) Should have earned all the salary increments during the five years preceding the closing date of applications,
 - (ii) Should not have been subjected to any disciplinary punishment during the period of 05 years preceding the closing date of applications.
2. The Head of Department should agree to release the officer if he / she is selected for an appointment.
3. Temporary and casual employees serving in hospitals and other institutions under the Ministry of Health are not eligible to sit for this examination.

4. The candidates, before forwarding their applications, should satisfy themselves that they have fulfilled all the requirements prescribed herein. Candidates who sit for the examination without fulfilling the requirements prescribed in this notification will be disqualified, even if they obtained the marks required.

09.0 Applications :

- (i) Candidates should get their applications forms printed in 03 pages using A4 size (21cm x 29cm) papers complying with the specimen form of application appended at the end of this notification in such a manner that No.1.0 to 4.0 appear on the first page, No. 5.0 to 8.0 on the second page and other sections from 9.0 appear on the third page.
- (ii) Printed applications which are duly perfected by candidates should be submitted to Head of the Institutions before 16.07.2021 and get them personally certified by Head of the Institution that the information furnished by the applicant is true and correct. Then applications should be sent by registered post to reach the Commissioner General of Examinations, Institutional Examinations Organization Branch, Department of Examinations, P.O. Box 1503, Colombo on or before 30.07.2021. The top left corner of the envelope containing the application should bear the words **“Limited Competitive Examination to Grade III of Public Health Management Assistants’ Service – 2021 (Mention the district in which you intend to sit the examination)”**. (It is advisable to keep a photocopy of the application form with the candidate)
- (iii) When preparing the applications, the title of the examination should be written in English in addition to Sinhala on Sinhala applications and in addition to Tamil on Tamil applications.
- (iv) The post and the service station of the candidate at the time of applying for the examination will be applied for all the action of the examination. Any changes taken place after submitting application will not be taken into consideration.

Note: Appointments are issued to the selected candidates strictly according to the full name mentioned in the application and therefore the name should be correctly written. It shall not be allowed to change the name or include a part to the name or remove a part thereof at the issuance of appointments.

10.0 *Examination Fees:* Examination fee of Rs.600/= should be paid at any Post office/Sub post office to be credited to Revenue Head 20-03-02-13 of the Commissioner General of Examinations. The receipt obtained thus should be pasted in the application form. (It would be advisable to keep a photocopy of the receipt.) The fee is non-refundable and it shall not be paid back under any circumstances. Money Orders or stamps are not accepted for examination fees.

11.0 If it is found at the interview that the applicant does not possess the required qualifications in terms of this circular, his / her candidature will be cancelled.

12.0 *Sitting the Examination :*

- i. The Commissioner General of Examinations will issue admission cards to the candidates who have forwarded duly perfect applications along with the receipt of paying the prescribed examination fee on or before the closing date of applications, on the presumption that only those who possess the qualifications mentioned in the *Gazette* notification have applied. As soon as the admission cards are issued to candidates, Department of Examinations will publish a paper notice announcing the same. If the admission card is not received even after 2 or 3 days of such an advertisement it should be inquired from the Institution Examination Organization Branch, Department of Examinations in the manner as mentioned in the notification. The applicant should correctly mentioned the name of the examination applied for, full name of applicant, National identity card number and address when making such inquiry. In case of applicants outside Colombo, it would be advisable to make a request sending a letter of request stating the same to the fax number mentioned in the notification along with the fax number to which a copy of the admission card can be sent promptly. It would be useful to have the following documents in hand at the time of calling the Department of Examinations, i.e. a photocopy of the application form, receipt of

payment of examination fees (if applicable) and receipt of registration.

- ii. The signature of the applicant placed on the application and admission card should have been attested. Every applicant should get his / her signature attested by the Head of the Institution or any officer authorized by him. The candidate would be allowed to sit for the examination only in the examination hall assigned to him/her at the in the examination center established at provincial level. And in such case, first of all the admission card attested should be presented to the supervisor of the Examination Hall. **A candidate who does not present the admission card will not be permitted to sit for the examination.**

13.0 Candidates will be required to prove their identity for each subject in the examination hall to the satisfaction of the supervisor. For this purpose, any of the following documents will be accepted.

- (i) The National Identity Card issued by the Department of Registration of Persons;
- (ii) A Valid Passport;
- (iii) A Valid Driving License.

Candidates should enter the examination hall without covering their face and ears in order to prove their identity. Further, any candidate who refuse to assist for proving his/her identity will not be allowed to enter the examination hall. The candidate should remain in the examination hall from the time of entering up to the time of leaving the examination hall without covering face and ears enabling the invigilators to identify the candidate.

14.0 Heads of Departments should approve duty leave to officers to whom admission cards have been issued by the Commissioner General of Examinations enabling them to appear for the examination. Traveling expenses are not paid.

15.0 *Penalty for Furnishing False Information :* Candidates should be careful to furnish correct information when filling the application form. As per the rules and regulations of the examination, the candidature of any applicant may be cancelled prior to, during or after the examination, if his/her ineligibility to sit for the examination is disclosed. If any of the particulars furnished by a candidate is found to be false at any stage he/she will be liable to dismissal from the Public Service.

16.0 Scheme of Examination :

(i) The subjects of the examination and the marks assigned to each subject are given below:

<i>Question Paper</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Minimum marks required to pass the examination</i>
(1) Language Proficiency and Eligibility Test for Management Assistants' Service	2 ½ hours	100	40
(2) Aptitude	1 hour	100	40

(ii) Marks shall be deducted in every question paper for illegible handwriting and spelling mistakes. Candidates shall sit this examination only in one language as their preference. Candidates are required to obtain an aggregate of at least 50% of the total marks of the examination. Appointments shall strictly be made in the order of the merit and the number of vacancies.

17.0 Syllabus of the Examination :

<i>Name of the Question Paper</i>	<i>Syllabus</i>
(1) Language Proficiency and Eligibility Test for Management Assistants' Service	The question paper shall consist of subject related questions designed to test the candidate's ability of expression, comprehension, spellings, language and essay, drafting a given letter, summarizing passages, expressing the idea of several given sentences in one sentence making graphs based on the given data, and use of simple grammar, questions designed to test the knowledge of the candidate on basic rules and regulation applied in taking action regarding the documents of an office and Management Assistants' knowledge on duties such as action to be taken on a letter containing matters for which officer shall be attended to and further questions to test candidate's knowledge on the items used in the office such as call-up diary, voucher, moving registers, attendance registers, day stamp, official stamp and mail bag and their use.
(2) Aptitude	This paper shall consist of subject related questions designed to test the candidates' numerical skills, power of critical reasoning and general intelligence.

(These papers shall be designed to test the aptitude and ability of the candidates to perform his official duties.)

18.0 The issuing of an admission card to a candidate does not necessarily mean that he / she has satisfied the required qualifications to sit the examination.

19.0 Any matter not provided for herein will be decided by the Secretary of the Ministry of Health. All candidates are bound to comply with the general examination rules published in this *Gazette* Notification.

20.0 In the event of any inconsistency between the Sinhala, Tamil and English medium notifications, the Sinhala notification shall prevail.

Dr. S. H. MUNASINGHE,
Secretary,
Ministry of Health.

Ministry of Health,
"Suwasiripaya", No. 385,
Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10,
12th of June, 2021.

(For office use only)

SPECIMEN FORM OF APPLICATION

MINISTRY OF HEALTH

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF
PUBLIC HEALTH MANAGEMENT ASSISTANTS' SERVICE - 2021

Language medium of Examination

Sinhala - 2

Tamil - 3

English - 4

(Indicate the relevant number in the cage)

Town the candidate intend to appear for the examination

First Preference

Second Preference

(Indicate the relevant number in the cage)

- 1.0 1.1 Name with Initials :
(In English block capitals)
- 1.2 Name in Full:.....
(In Sinhala/Tamil)
- 1.3 Address to which the admission card should be sent:
(In English block capitals)
- 1.4 National Identity Card No. :
- 1.5 Marital Status :
- 1.6 Nationality :

2.0 Place of Work and Address:

- 2.1 Name and Address of Office/Department/Institution:.....
(In English block capitals)

- 3.0 3.1 Sex : Male - 0 Female - 1
(Indicate the relevant number in the cage)

3.2 Mobile phone No :

3.3 Date of Birth : Year : Month : Date :

3.4 Age as at 16.07.2021 : Years : Months : Days :

4.0 Educational Qualifications

4.1 Particulars of G. C. E. (O/L) Examination:

- (i) Year of the Examination :
- (ii) Index Number of Candidate :
- (iii) Results :

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

5.0 Have you ever been convicted of any offence in a Court of Law ? (Indicate (✓) in the relevant cage) (Indicate particulars, if the answer is yes)

..... Yes ☐ No ☐
.....

6.0 Service Particulars :

- 6.1 Name of the Institution in which you are serving at present :
- 6.2 Designation of present post :
- 6.3 Date of appointment to the present post:
- 6.4 Whether the present post is permanent or temporary:
- 6.5 Whether confirmed in the present post:
- 6.6 The date on which you qualified for confirmation :
- 6.7 Reference No. and date of letter issued confirming you in the present post:
- 6.8 Present basic salary:
- 6.9 Salary Scale (Salary Code as per Public Administration Circular No. 03/2016 dated 25.02.2016):- P.L. 1-2016, P.L.-2-2016, P.L.-3-2016, MN-01-2016 - (cross off irrelevant words)
- 6.10 Whether the present appointment is pensionable:
- 6.11 Period of service in the present post as at 16.07.2021:

7.0 Particulars of the receipt obtained by paying the examination fee :

- i. Branch of the Bank to which the examination fee was paid:
- ii. The date and number of the receipt:
- iii. Amount paid:

Affix the relevant receipt firmly here.
(It would be advisable to keep a photocopy of the receipt with the candidates.)

8.0 Candidate's Certificate :

- (a) I solemnly declare that particulars furnished by me in this application are true and accurate to the best of my knowledge.
- (b) I agree to suffer any loss that may cause as a result of incompleteness of sections and / or provision of erroneous information.
- (c) I also state that all sections herein have been correctly filled. I am aware that if any particulars contained herein are found to be false I am liable to disqualification before appointment and to dismissal from service if the inaccuracy is detected after appointment. Further,
- (d) I state that I am bound by the rules and regulations and decisions taken by the Commissioner General of Examinations in relation to conduct of the examination.

Date:

.....,
Signature of Applicant.
(In the presence of the Head of Department)

Note: The applicant should place his / her signature in the presence of his / her Head of Department or an officer authorized to sign on behalf of him.

9.0 Attestation of Applicant's Signature :

I certify that Mr./ Mrs./ Miss., employed at my place of work and who is personally known to me, placed his / her signature in my presence on

Date :.....

.....,
Signature of the Officer attesting the Signature

Attestor's name in Full:

Designation:

Address:

(To be confirmed by Official Stamp)

10. Certificate of the Head of Department:

I do certify,

- 10.1 that this candidate (Mr./ Mrs./ Miss.) is an employee in this Institution,
- 10.2 that he / she is holding a permanent post,
- 10.3 that he / she has been confirmed in a permanent post as at 16.07.2021,
- 10.4 that he / she has been issued a letter confirming him / her in a permanent post,
- 10.5 that he / she has completed at least 5 years of active and satisfactory service on or before 16.07.2021,
- 10.6 that he / she is drawing a salary / or is on a scale of salary which is within the limits prescribed in para 8.0 of the said *Gazette* Notification,
- 10.7 that his / her work and conduct during the 5 years immediately prior to 16.07.2021 have been satisfactory,
- 10.8 that he / she could be released from his / her present post, if selected for an appointment on the results of this examination,
- 10.9 that the application bears a receipt to the value of Rs. 600/=,
- 10.10 that the particulars given in his / her application have been checked with the records available in the personal file in this departments and that he / she is eligible to sit this examination according to the regulations prescribed in the *Gazette* Notification relating to this examination.

Date:

.....,
Signature of the Certifying Officer.

Name in Full:

Designation:

Address:

(To be confirmed by Official Stamp)

Note:

- (1) This certificate should be signed only by the Head of Department or by a Staff Officer duly authorized to sign on his behalf. The officer issuing the certificate should satisfy himself that the contents of the certificate are correct in all aspects.
- (2) The Applications of candidates who do not satisfy all the requirements of eligibility should not be forwarded, if any.