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

අංක 1,646 - 2010 මාර්තු මස 19 වැනි සිකුරාදා - 2010.03.19  
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(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 26th March, 2010 should reach Government Press on or before 12.00 noon on 12th March, 2010.

LAKSHMAN GOONEWARDENA,  
Government Printer.

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

**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. If 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, Commissioner General of Examinations, Pelawatta, Battaramulla.

## **Examinations, Results of Examinations & c.**

### **MINISTRY OF LIVESTOCK DEVELOPMENT**

#### **Department of Animal Production and Health**

#### **RECRUITMENT TO POSTS OF CLASS II B OF RESEARCH ASSISTANT OF SRI LANKA TECHNOLOGICAL SERVICE - 2009**

THE paragraphs 02, 06 and 09 of the notification published in the *Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1,023 dated 09.10.2009 for the Recruitment to Posts of Class IIB of Research Assistant of Sri Lanka Tehcnological Service are hereby amended as follows :

02. *Examination.*— The examinatin will be held in April, 2010 in Kandy by the Director General Animal Production and Health. The Director General reserves the right of postponing or canceling of the examination.

06. *Educational Qualifications.*— Should fulfill the following qualifications as at 31.03.2010.

09. *Method of application.*— The application should be prepared according to the specimen application published in the *Gazette* Notification dated 09.10.2009. The application prepared on 8 1/2" x 12" (A4) size paper using both sides of it should be posted under registered cover to reach the Director General, Department of Animal Production and Health P. O. Box 13, Getambe, Peradeniya on or before 31.03.2010. The words "competitive examination for the recruitment to the posts of Research assistant" should be written clearly on the top left hand corner of the envelope the applications received after this date will be rejected.

H. M. S. P. HERATH,  
Director General-Animal Production and Health.

Department of Animal Production and Health,  
Peradeniya,  
05th February, 2010.

03-709

### **MINISTRY OF LIVESTOCK DEVELOPMENT**

#### **Calling applications to fill the Vacancies in the Posts of Veterinary Surgeon and Veterinary Research Officer in Class II Grade II of the Sri Lanka Animal production and Health Service - 2010**

APPLICATIONS are being called from the citizens of Sri Lanka with relevant qualifications to be selected for the posts of Research Officer and Livestock Officer in Class II Grade II of the Sri Lanka Animal Production and Health Service in which the vacancies are available as at 30.06.2010. Applications should be prepared on A4 size papers using both sides of it according to the specimen application attached herewith and forward the same on or before 30.04.2010 to reach the Director General, Department of Animal Production and Health, P. O. Box 13, Gatembe, Peradeniya under registered cover.

#### *Note :*

- (i) The complaints with regard to a loss of an application or delayed in the post will not be considered and the candidates should undertake the risk of delaying the application until the last date. The worlds "Application for the post of Veterinary Surgeon/Veterinary Research Officer in class II Grade II of the Sri Lanka Animal Production and Health Service" should be marked on the top left hand corner of the envelope enclosing the application. (Write the name of the Post you applied only).
- (ii) The applications of the applicants who have not fulfilled the basic qualifications will be rejected.
- (iii) The applicants who will be recruited for the posts of Veterinary Surgeon should be served in the North and East provinces for five years from the date of the appointment.

02. *Terms and conditions of Service :*

- (i) This post is permanent and pensionable. The selected applicant should contribute for the Widows/Widowers and Orphans' Pensions Fund.
- (ii) The selected candidate will be appointed to the Scheduled post in the Sri Lank Animal Products and Health Service as applied by them.
- (iii) The other terms and conditions of the service will be applied as per the Service Minute of Animal Production and Health Service published in the *Gazetted* dated 31.10.1980 and the amendments for it, issued from time to time ; and Provisions refers in the Establishment Code and the rules of the Public Service Commission published in the *Gazette* Number 1,589/30 dated 20.02.2009 and the terms of the Public Administrations circulars issued time to time.

03. *Salary Scale.*—According to the Public Administrations Circular 6/2006 the relevant salary scale for the posts in Class II Grade II of the Animal Productions and Health Service is SL-1-2006 entitle from step I to step II (Rs. 22,935 - 10 x 645 - 8 x 790 -17x1,050 - Rs. 53,555). The salaries will be paid as per the circular. The first Efficiency Bar Examination should be passed before reaching the 4th step of the salary scale and the Second Efficiency Bar Examination should be passed before reaching the 7th step of the salary scale.

04. *General Qualifications :*

- (a) Applicants should be citizens of Sri Lanka.
- (b) Should be not less than 20 years and not more than 35 years of age.
- (c) The maximum age limit should be 40 years for the applicants with postgraduate qualifications.
- (d) Should be physically fit and with excellent moral character, the physical fitness should be proved by medical certificates.
- (e) The graduates in Veterinary Science should be registered in the Sri Lanka Veterinary Council before the closing date of the application.

05. *Educational Qualifications :*

- (1) Post of Veterinary Surgeon.—A four year degree in Veterinary Science obtained from a recognized University.
- (2) Veterinary Research Officer.—Four year degree obtained from a recognized in a University with a first or second class upper.

*Note :*

- (i) The candidates should obtain the required qualificatins with regard to the degree prescribed as a basic qualification on or before the closing date of the application. The effective date of the degree certificate should be the closing date of the application or date before that.
- (ii) The applications which are awaiting results will not be entertained.

06. *Method of Recruitment :*

- (a) The recruitment for the vacancies available in the Posts of Veterinary Surgeon and Veterinary Research Officer will be made on the merit list issued by the Faculty of Veterinary Science of the University of Peradeniya. The applicants who have obtained the Veterinary Science Degree from a recognized foreign University should be registered in the Sri Lanka Veterinary Council in the relevant year in which they have fulfilled the qualifications and will be placed according to the order at the end of the merit list.
- (b) If a candidate has the relevant qualifications, he can apply for the posts of Veterinary Surgeon and Veterinary Research Officer separately.
- (c) Applicants will be called for the interview based on the No. of vacancies allocated according to the order of the merit list and recruitment will be made accordingly. No marks will be given at the interview.

07. Candidates will be required to produce the following documents at the interview when informed :

- (i) Certificate of Birth,
- (ii) Degree and/or highest educational certificates,
- (iii) Two certificates of character obtained recently, one should be from the Director of the Course and the other one from a Professor or from a Lecturer of the University.,
- (iv) Certificates of the highest examinations passed in Sinhala, Tamil or English,
- (v) Certificates of registration as a Veterinary Surgeon in the Sri Lanka Veterinary Council.

- (i) The Public Service Commission reserves the right of taking decisions pertaining to the matters to which the regulations that have not been given in these *Gazette* Notifications.
- (ii) The Public Service Commission reserves the decision of filling or not filling or filling several posts only.
- (iii) If the Sinhala, Tamil and English version of the *Gazette* Notifications are non-consistence then the Sinhala version will be accepted.
- (iv) If it reveals that a candidate has not fulfilled the required qualifications his candidature will be cancelled.
- (v) If it reveals that a candidate has submitted false information knowingly or concealed important reasons he/she will be dismissed from service.

Ministry of Livestock Development,  
No. 45, St. Michael Road,  
Colombo 03,  
26th February, 2010.

## For Office use

\_\_\_\_\_

01. (i) Name with initials (in Block Capitals) : \_\_\_\_\_  
(ii) Name denoted by initials (in block capitals - English) :  

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
02. N. I. C. No. : 

--	--	--	--	--	--	--	--	--	--
03. Postal address (Change of the address should be informed immediately) : \_\_\_\_\_.
04. The permanent address is belonged to :  
(i) Provincial Council : \_\_\_\_\_.  
(ii) District : \_\_\_\_\_.
05. Date of Birth :  
Year : \_\_\_\_\_, Month : \_\_\_\_\_, Date : \_\_\_\_\_.  
Age as at the closing date of the application : \_\_\_\_\_  
Date of Birth :  
Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.
06. (a) Whether you are a citizen of Sri Lanka : \_\_\_\_\_.  
(b) Nationality : 

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(Sinhala - 1, Sri Lanka Tamil - 2, Indian Tamil - 3, Muslim - 4, Other - 5)
07. (a) Sex : 

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(b) Civil Status : 

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08. Educational Qualification :

<i>Degree/Post Graduate Qualifications</i>	<i>Class</i>	<i>University</i>	<i>Year</i>
1.			
2.			
3.			

09. Registration No of the Sri Lanka Veterinary Council and the date : \_\_\_\_\_.

10. Service particulars (If you hold a permanent post at present) :

<i>The post held at present</i>	<i>Period of service</i>		<i>Place of work</i>	<i>Department/ Provincial Council</i>
	<i>From</i>	<i>To</i>		

11. If you apply for more than one post preference should be given for the consideration at the interview :

(i) \_\_\_\_\_.

(ii) \_\_\_\_\_.

12. I hereby declare that the particulars furnished by me in this application are true and accurate. I am also aware that if any particulars are found to be false or incorrect I am liable to be disqualified before selection and to dismissals without compensation if detected after appointment. I also certify that I have not being convicted for any criminal offence by any court of law.

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

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

#### RECOMMENDATION OF THE HEAD OF THE DEPARTMENT

I declare that Mr./Mrs./Miss. .... is holding the post of ..... in this Department/Provincial Council and the particulars stated in the application are accurate when checked with his/her personal file. He/She can be released/cannot be released from Department/Provincial/Public service if selected for this post. (Delete the words not relevant)

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

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

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

03-710

### MINISTRY OF LIVESTOCK DEVELOPMENT

#### Department of Animal Production and Health

#### RECRUITMENT TO CLASS II B OF THE SRI LANKA LIVESTOCK DEVELOPMENT OFFICERS SERVICE – 2009

THE paragraphs 02, 06 and 09 of the notification published in the *Gazette* of the Democratic Socialist Republic of Sri Lanka No. 1023 dated 09.10.2009 for the Recruitment to Class II of the Sri Lanka Livestock Development Officers Service are hereby amended as follows :

02. *Examination.*— The examination will be held in April, 2010 in Kandy by the Director General Animal Production and Health. The Director General reserves the right of postponing or canceling of the examination.

06. *Educational Qualifications.*— Should fulfill the following qualifications as at 31.03.2010.

09. *Method of application.*— The application should be prepared according to the specimen application published in the *Gazette* Notification dated 09.10.2009. The application prepared on 8 1/2" x 12" (A4) size paper using both sides of it should be posted under registered cover to reach the Director General, Department of Animal Production and Health P. O. Box 13, Getambe, Peradeniya on or before

31.03.2010. The words "competitive examination for the recruitment to the post of Livestock Development Officer" should be written clearly on the top left hand corner of the envelope the applications received after this date will be rejected.

H. M. S. P. HERATH,  
Director General Animal Production and Health.

Department of Animal Production and Health,  
Peradeniya,  
05th February, 2010.

03-711

**1ST AND 2ND EFFICIENCY BAR EXAMINATION  
AND SECOND LANGUAGE TEST FOR THE  
OFFICERS IN SRI LANKA FOREIGN  
SERVICE - 2010**

Subject No.	Subject	Duration hours
05	International Affairs	3
06	The Sri Lanka Foreign Service Minute, Foreign Ministry Regulations and Computer Literacy	

IT is hereby notified that the Efficiency Bar Examination and the Second Language Test for Officers in the Sri Lanka Foreign Service will be held in Colombo and in Sri Lanka Missions abroad in June 2010.

*Foreign Languages*

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

Subject No.	Subject	Duration hours
07	Arabic	2
08	French	2
09	Russian	2
10	Spanish	2
11	Hindi	2
12	Chinese	2
13	German	2
14	Japanese	2
15	English	2

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

Syllabus and other provisions for the Second Language Test are indicated in Appendix "A" while the syllabus and other provision for the First and Second Efficiency Bar Examinations for the officers of the Sri Lanka Foreign Service are indicated in Appendix "B".

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

**2ND EFFICIENCY BAR**

*Part I*

04. Subjects for which the officers in Sri Lanka Foreign Service should appear in the Efficiency Bar as follows:

Subject No.	Subject	Duration hours
21	Economic & Social Development in Sri Lanka	3
22	Administration (a) Office Systems & Organization and Methods (b) Establishment Code (Volume I & Volume II)	3

**Sri Lanka Foreign Service**

**1ST EFFICIENCY BAR**

*Part I*

Subject No.	Subject	Duration hours
01	Finance	3
02	History and Geography of Sri Lanka	3

*Part II*

*Part II*

03	Elementary Constitutional Law and International Law	3
04	Diplomatic Practice	3
23	Elementary Constitutional Law and International Law	3
24	Diplomatic Practice	3
25	International Affairs	3

Second Languages:			before 16.04.2010. (Those who are serving in Sri Lanka Missions abroad should send their applications through the Heads of Mission.) Any Application received after the above closing date will be rejected.						
<i>Subject No.</i>	<i>Subject</i>	<i>Duration hours</i>							
30	Sinhala (Written)	2	11. If a candidate does not receive his/her admission card, he/she should communicate without delay to the Commissioner General of Examinations, Department of Examinations, Organization & Foreign Examinations Branch, Pelawatta, Battaramulla. (Telegraphic Address "Exams" Battaramulla) informing that he/she has not received the admission form and providing following information:-  (1) Name of Examination; (2) Full name ; (3) Full Postal Address ;  12. Subsequent correspondence by candidates who fail to comply with the requirements as stipulated in paragraph 11 above will not be entertained.  13. The following are the documents of Identity acceptable at the examination center.  (1) National Identity Card issued by the Commissioner of Registration of Persons. (2) Valid Passport.  14. It has been decided to charge fees from candidates who appear for this examination on the following basis:  (a) First sitting (whole examination or part thereof) free of charge; (b) Each subsequent sitting						
31	Tamil (Written)	2							
32	English (Written)	2							
33	Sinhala (Oral)								
34	Tamil (Oral)								
35	English (Oral)								
05. The attention of the Officers sitting for these Efficiency Bar Examination is drawn to paragraph 5 of the Treasury Circular No. 701 dated 04.09.1966 which is reproduced below :-									
"Departmental examination (including Promotional and Efficiency Bar Examination). The medium for Promotional Examination as well as Efficiency Bar Examination should be the language in which the officer sat the Competitive Examination to enter the Public Service or the Official Language. In case where initial recruitment took place without competitive examination, the medium for Promotional/Efficiency Bar Examination should be the language in which the officer qualified for entry into the Public Service or the Official Language."									
06 Arrangements to answer the question papers, except for foreign languages will be made by the Commissioner General of Examinations for the candidates in Sinhala, Tamil or English languages. Medium applied to sit for the exam cannot be changed.									
07. If a candidate is later found to have sat in a medium in which he/she is not entitled to sit his candidature will be cancelled.									
08. Candidates should submit their applications according to the subjoined form on A4 sheet or foolscap paper. Both sides of the paper should be used. Applicants should prepare application as follows. No. 1 – 08 should be in the first page and balance should be in the second page. Applicants should fill the application on their own hand writing clearly. Applications do not submit as per the forms of specimen appended to this notification and incomplete applications will be rejected without prior notice. Candidates appearing for both Examinations should submit separate applications in respect of each Examination.									
09. The Examinations will be conducted by the Commissioner General of Examinations and candidates will be bound by the rules and regulations prescribed by the Commissioner General for the conduct of the examination.									
10. All applicants should send their applications to the Overseas Administration Division of the Ministry of Foreign Affairs to forward them to the Commissioner-General of Examinations, on or									
			<div style="text-align: right;">Rs. c.</div> <table><tr><td>Complete examination</td><td>115.00</td></tr><tr><td>One Subject</td><td>70.00</td></tr><tr><td>Oral Test</td><td>70.00</td></tr></table> <p>The fees should be paid to any District Secretariat or Divisional Secretariat credited to the revenue head 20-03-20-13 and the receipt should be attached to the application.</p> <p>Candidates who have already sat for this examination are required to pay the relevant fees as indicated above.</p> <div style="text-align: right;">C. R. JAYASINGHE, Secretary / Foreign Affairs.</div> <p>Ministry of Foreign Affairs, Republic Building, Colombo 01, 19th March, 2010.</p>	Complete examination	115.00	One Subject	70.00	Oral Test	70.00
Complete examination	115.00								
One Subject	70.00								
Oral Test	70.00								



**SPECIMEN APPLICATION FORM  
MINISTRY OF FOREIGN AFFAIRS - SRI LANKA**

For office use only

**EFFICIENCY BAR EXAMINATION AND THE TEST OF  
THE SECOND LANGUAGE FOR OFFICERS OF THE SRI  
LANKA FOREIGN SERVICE -2010**

Medium  *Sinhala- 2  
Tamil - 3  
English - 4*

(Please mark appropriate number in the cage).

01. (a) (i) Last name with initials : \_\_\_\_\_.  
(In Sinhala/Tamil)  
(ii) Last name with initials : \_\_\_\_\_.  
(In English block capitals. Put the initials after the last name. Eg. SILVA, A.B.)  
(b) (i) Names denoted by initials : \_\_\_\_\_.  
(In Sinhala/Tamil)  
(ii) Names denoted by initials : \_\_\_\_\_.  
(In English block capitals)

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

03. Date of Birth :

Date :   Month :   Year :

04. National Identity Card No. :

05. Sex :

(Please mark the relevant number in the cage  
Male - 0, Female - 1)

06. Date of appointment to the Sri Lanka Foreign Service:-

Date:   Month:   Year:

07. Present post:-

08. The name of examination applied for

(Please mark the relevant number in the cage)

Subject	Relevant No.
E.B 1	1
E.B. 2	2
Second Language	3
Foreign Language	4

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

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

10. State whether the applicant had appeared for the whole examination or part thereof previously. If so, state the index number, subjects, year and month:

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

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

Fee paid: Rs.....

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

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

Original Receipt should be pasted here

Commissioner-General of examinations,  
Forwarded -

Mr./Mrs./Miss ..... whose details are given above is eligible to appear for this examination indicted by him/her. I also attest the applicant's signature.

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

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

**APPENDIX "A"**

**Sinhala**

The Test in Sinhala will consist of a Written and on Oral part.

The written paper will be of two hours duration and will contain questions on :

- (i) Grammer,
- (ii) Translation of Sinhala Language petitions or reports from Gramaseva Niladharis into English,
- (iii) Translation of an official document in English into Sinhalese.

The Oral Test will consist of the following :

- (i) Dictation of official material in English into Sinhala so that the passage can be understood and taken down in writing by a Sinhalese speaking person,
- (ii) Reading of a petition in Sinhalese,
- (iii) *Conversation and Interpretation.* - The purpose of the test will be to assess the candidates' power of understanding Sinhala Language as it is spoken by different native speakers and of making himself/herself understood both in common conversation and in the usual course of official business.

### Tamil

The Test of Tamil Language will consist of a written and oral section.

The written paper which will be of two hour duration, will contain questions on :

- (i) Grammar,
- (ii) Translation of Tamil Language petitions or reports from Gramaseva Niladharis written in different running hands into English,
- (iii) Translation of an official paper or document in English into Tamil.

The Oral Test will consist of the following :

- (i) Dictation of official material in English into Tamil so that the passage can be understood and taken down in writing by a Tamil speaking person.
- (ii) Reading of a petition in Tamil,
- (iii) *Conversation and Interpretation.* - The purpose of the test will be to assess the candidates' power of understanding Tamil of different native speakers and of making himself/herself understand both in common conversation and in the usual course of official business.

### English

The English paper will be of two hour duration and will contain questions on :

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

A prototype of the question papers is furnished below for the information of candidates:-

### Part A

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

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

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

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

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

26. har..... ment (rass/as/ass).
27. ember..... (rass/as/ass).
28. tol..... (arreance/erance/erence).
29. Par.....arian (liament/limen/liment).
30. bal.....ing (let/lat/lot).
31. itin..... (erary/arary/erarie)
32. Pers..... (everance/everence/ewerence).
33. bour..... (geoise/joursie/juwarsy).
34. prolet ..... (ariet/ariat/eriyat).
35. Com..... ate (memorr/emor/memor).

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

36. The inventory was checked by the Board of (Survellance/ Survey/Surveyours).
37. At the enquiry I had to be satisfied that the accused officer had (contradicted /contravened/ contaminated) the regulations.
38. Every receipt should have a (counterfoil / counterfeit / counterpane) for the purpose of audit.

39. There was a possibility that the prosecution had (fabricated / fumigated / promulgate) the evidence.
  40. (Discrete/Discretionary/Discriminatory) power was given to the Head of the Department under the relevant Act.
  41. The Police Party had (laid/lie/lain) in ambush until the bribe taker arrived.
  42. The entire staff turned upon (facilitate / infiltrate / felicitate ) the watcher on his retirement.
  43. In times of national crisis we must avoid (luxuriant/luxurious) habits.
  44. Martial music was played over the radio during height of the battle to keep up the (moral/morale/morals) of the people.
  45. Candidates are advised to use (Stationary / Stationery) sparingly owing to the acute paper shortage.
- (e) Underline the correct phase in the brackets that means the same as the word or phrase underlined in each sentence :--
46. In good management the boss should, support his staff in their work (back out / back up / back away).
  47. The sales and replacement of stock amounted to over Rs. 5,000 (turn out / turn up / turn away).
  48. We were warned at the start not to let out work get into arrears (set out / outset).
  49. They younger son wasted his father's wealth in a few years (ran over/ran through).
  50. I wanted to see the film, but the queue deterred me from going (put away / put off).

### Part B

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

Most modern political ideals such, for example, as justice, liberty, constitutional government, and respect for the law or at least the definitions of them, began with the reflection of Greek thinkers upon the institutions of City State. But in the long history of political thought the meaning of such terms has been variously modified and always that meaning has to be understood in the light of the institutions by which the indicates were to be realized and of the society in which those institutions did their work. The Greek City States was so different from the political communities in which modern men live that it requires no small effort of the imagination to picture its social and political life. The Greek Philosophers were thinking of political practices far different from any that have prevailed commonly in modern world, and the whole climate of opinion in which the work was done was different. Their problems though not without their analogies in the present, were

never identical with modern problems, and the ethical apparatus by which political life was evaluated and criticized varied widely from any that now prevails. In order to understand at all accurately what their theories meant is necessary first to realize at least roughly what kind of institutions they had in view and what citizenship connected, as an effect and as an ideal, to the public for whom they wrote. For this purpose the Government of Athens-is especially important, partly because it is the best known, but chiefly because it was an object of special concern to the greatest of Greek Philosophers.

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

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

51. Athens is significant for the students of Greek political thought mainly because:-
  - (a) it was the most powerful of the Greek City-States;
  - (b) its ideals had been carefully studied by the Greeks themselves ;
  - (c) it had the most ideal form of Government ;
  - (d) it is the best known of the Greek City-States.
52. Greek political thought was concerned with problems:-
  - (a) entirely unrelated to,
  - (b) identical with,
  - (c) different from Analogous but to,
53. The moral and religious basis of Greek political idea is :-
  - (a) very similar to modern moral and religious ideas ;
  - (b) unknown ;
  - (c) very different from modern moral and religious ideas.
54. It is :-
  - (a) easy,
  - (b) not at all easy,
  - (c) impossible, for a modern man to imagine what life was like in a Greek City-State.
55. In comparison with the ancient Greek City States are :-
  - (a) very large,
  - (b) very small,
  - (c) about the same size.
56. The population of an ancient Greek City States was :-
  - (a) much less that 300,000
  - (b) over 3 million,
  - (c) just over 300,000

57. The City-State of Athens comparisons :-

- (a) a small territory governed by a singly city,
- (b) a large territory governed by a number of cities,
- (c) a small territory with village councils,
- (d) a large territory with a decentralized administration.

58. At different times in the history of the world people :-

- (a) have thought in basically the same way,
- (b) have thought in different ways,
- (c) have contradicted the views of people of the previous generation.

59. Details of political theory are derived from Greek Political thought :-

- (a) because the Greek City States was very similar to modern states,
- (b) inspite of Greek City State being very different from modern States,
- (c) because modern political theorists are students of Greek Philosophy.

60. The meaning of political ideal at a particular moment in European History since the time of the Greeks can be defined only be:-

- (a) relating it to its context,
- (b) Tracing it back to its original meaning among the Greeks,
- (c) Investigating the meaning of the Greek word for it,
- (d) Taking into account only those features in it which have persisted through out its history.

61. Write sentences using each of the following words so as to bring out its meaning clearly:-

Arbitration, emoluments, etiquette, consolidate, hypothetical, retrospective, exigencies, evaluate, review, empower.

#### **EITHER**

62. Write a letter to the Head of an Educational Institute in an English speaking country, setting out the following information in an orderly manner:-

- (i) The equivalence of our examination certificate to the certificate specified in this letter cannot be determined as the examining authorities in Sri Lanka have not been consulted by the institution concerned in that country,
- (ii) The G.C.E. (Ordinary Level) Credit Pass has been officially equated with an Ordinary Pass in London G.C.E. (Ordinary Level),
- (iii) The receipt of the letter sent to the Commissioner of Examinations is acknowledged,
- (iv) Any further information in this matter may be obtained from the Embassy of the Republic of Sri Lanka in that country.

63. Write a memorandum to the Secretary, Bureau of Standards marking out a case for the adoption of the 24 hours clock in this country stating the advantages of such a measure.

#### **APPENDIX "B"**

#### **EFFICIENCY BAR EXAMINATIONS FOR OFFICERS IN THE SRI LANKA FOREIGN SERVICE**

1. *First Efficiency Bar Examination :*

- 1.1 The First Efficiency Bar Examination will consist of two parts and officers may take both at one sitting or separately.
- 1.2 Part I – An examination in the following subjects :-

(i) *Finance* – The Examination in Finance will be based on the following:

- (a) *The Financial Regulations of the Government of Sri Lanka. Part I (Expect Chapter X):*
- (b) *The estimates of the current year. E.g. Their arrangement the heads of revenue, the Finance and Appropriation Acts.*
- (c) *Ordinance relating to specific accounts dealing within Kachcheries.*

(ii) History and Geography of Sri Lanka – This paper will be of three-hour duration. Candidates are required to obtain a minimum of 40% marks for a pass.

1.3 Part II – Special Papers :-

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

1.3.1. Each paper in this part will be of three hour duration and candidates are required to obtain a minimum of 40% marks in each paper for a pass.

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

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

(ii) An officer who is an Attorney-at-Law or who has obtained a degree in Law from a recognized

university will be exempted from the paper on Elementary Constitutional Law and International Law provided he has secured a pass in those subjects at the relevant Examination.

## 2. Second Efficiency Bar Examination :

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

2.2 Part I – Examination in the following subjects :-

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

- (a) Office systems and organization and methods.
- (b) Establishment Code – Volume I and Volume II.

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

2.4 Paper II – Special Papers.

- (i) Elementary Constitutional Law and International Law,
- (ii) Diplomatic Practice,
- (iii) International Affairs.

2.5 Each of the above papers will be of three hour duration and candidates are required to obtain a minimum of 40% marks in all papers for a pass.

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

## INTRODUCTION TO ARABIC

International General Certificate of Secondary Education (IGCSE) syllabi are designed as two year courses for examination at Age 16-plus.

All IGCSE syllabuses follow a general pattern. The main section are ;

- Aims ;
- Assessment Objectives ;
- Assessment ;
- Curriculum Content.

The IGCSE subjects have been categorized into groups, subjects within each group having similar Aims and Assessment Objectives.

First Language Arabic falls into Group I, Languages, of the International Certificate of Education (ICE) subjects together with other First Languages, foreign languages and English as a Second Language.

The booklet IGCSE ; An Introduction gives fuller details of ICE and the general pattern of the syllabuses.

This syllabus is designed for students taking First Language Arabic as a single subject. For excluded combinations with other subjects, see the IGCSE Syllabus Synopses for 1999.

## AIMS

The aims of the syllabus are the same for all students. The aims are set out below and described the educational purposes of a course in a First Language for the IGCSE examination. They are not listed in order of priority.

The aims are to :

1. enable students to communicate accurately, appropriately and effectively in speech and writing ;
2. enable students to understand and respond appropriately to what they hear, read and experience ;
3. encourage students to enjoy and appreciate the variety of language ;
4. complement the students' other areas of study by developing skills of a more general application (e.g. analysis, synthesis, drawing of inferences);
5. promote the students' personal development and an understanding of themselves and others.

## ASSESSMENT OBJECTIVES

The three assessment objectives in First Language Arabic are ;

- A. Reading and Directed Writing ;
- B. Continuous Writing ;
- C. Usage.

These assessment objectives are not necessarily related to the way in which the subject is taught. A description of each assessment objective follows :-

## A – READING AND DIRECTED WRITING

Students should be able to :

1. understand and convey information ;
2. understand, order and present facts, ideas and opinions;
3. evaluate information and select what is relevant to specific purposes ;
4. articulate experience and express what is felt and what is imagined ;
5. recognize implicit meaning and attitudes;
6. communicate effectively and appropriately.

## B – CONTINUOUS WRITING

Students should be able to :

7. articulate experience and express what is felt and what is imagined;

8. order and present facts, ideas and opinions ;
9. communicate effectively and appropriately.

### C – USAGE

Students should be able to :

10. Exercise control of appropriate grammatical structures ;
11. demonstrate an awareness of the conventions of paragraphing, sentence structure and punctuation ;
12. understand and employ a range of apt vocabulary ;
13. show a sense of audience and an awareness of register and style in both formal and informal situations.

### SPECIFICATION GRID

The relationship between the assessment objectives and components of the scheme of assessment.

<i>Assessment Objective</i>	<i>Paper 1/2</i>	<i>Paper 3</i>
A. Reading and Directed Writing	1	1
B. Continuous Writing	1	1
C. Usage	1	1

### ASSESSMENT

#### *Scheme of assessment ;*

Candidates who have followed the Core curriculum and take the relevant papers are eligible for the award of grades C to G only. Candidates who have followed the Extended curriculum are eligible for the award of grades A\* to E only.

For the examination to be appropriate to candidates across the ability range, there will be a different scheme of assessment for candidates expected to gain grades D to G (Core curriculum candidates) and for candidates (expected to gain grades A\* to C (Extended curriculum candidates).

The papers in the assessment are as follows :

<i>Core Curriculum Grades available : C to G</i>	<i>Extended Curriculum Grades available: A* to E</i>
Paper 1 (2 hours) reading Directed Writing	Paper 2 (2 1/4 hours) Reading and Directed Writing
Paper 3 (1 1/4 hours) Continuous Writing	Paper 3 (1 1/4 hours) Continuous Writing

Weighting of papers :-

<i>Paper</i>	<i>Core curriculum</i>	<i>Extended Curriculum</i>
1 2	60%	60%
3	40%	

### *Description of papers :-*

The question papers will be set entirely in the target language.

#### *Paper 1*

Part I – Will consist of a prose extract followed by six multiple choice question which will test the candidates; understanding of the main points of the structure and the argument, and four open-ended questions which will test other aspects of the extract, such as the use of language and the author's attitude towards the subject matter.

Paper 2 - A second, literary passage will be printed and candidates will be asked to respond to it in a variety of ways, for example a selective summary, a letter, a report, a speech. One task will be set.

Part 3 – Will be a test of usage. Tasks will test candidates' control of grammatical structures and awareness of register and style.

#### *Paper 2*

Part 1 - There will be two comparable passages, the first being the same as the used for paper 1.

Part 1 - The second may be of a literary nature. One question will be set. It will test candidates' ability to select, compare and summarize specific information from both passages.

Part 2 - This part will test candidates' ability to use and develop given information in another form, such as a letter or report.

Part 3 - Will be test if usage. Tasks will test candidates' control of grammatical structures and awareness of register and style.

#### *Paper 3*

This paper will test candidates' skill in continuous writing. A selection of nine titles will be provided calling for an imaginative, narrative or argumentative response in an appropriate style. Candidates will be required to choose one assignment and will be advised to write 600-800 characters.

### CURRICULUM CONTENT

Students can follow either the Core curriculum only or they may follow the Extended curriculum which includes both the Core and Supplement. Students aiming for grades A\* to C will follow the Extended curriculum :-

<i>Assessment Objective</i>	<i>Core</i>	<i>Supplement</i>	<i>Assessment Objective</i>	<i>Core</i>	<i>Supplement</i>
A Reading and Directed Writing	All students should be able to :	In addition to what is required in the core, students taking extended level papers should be able to :	C. Usage	demonstrate adequate control of vocabulary, syntax, grammar and punctuation	paragraph, demonstrate a sophisticated use of vocabulary and structures
	Demonstrate understanding of words within short texts	Show a precise understanding of more extended texts		exercise care over punctuation	demonstrate accuracy in punctuation
	Scan for an extract specific information, organize material and present it in a given form			write in accurate simple sentences attempt a variety of sentence structures recognize the need for paragraphing use and appropriate vocabulary show some sense of audience and awareness of style	write accurate complex sentences Employ a varied sentence structures write in well constructed paragraphs use and imaginative and varied vocabulary show a clear sense of audience and awareness of style
	Show some sense of audience and awareness of style				
	Identify main and subordinate topics, summarize, paraphrase, re-express	Recognize the relationship of ideas, arrangement of concepts  Draw inferences, evaluate, effectiveness, compare, analyse, syntheses			

#### GRADE DESCRIPTIONS

A Grade A candidate has demonstrated expertise in ;

understanding and communicating information at both a straight forward and a complex level ;

understanding facts, ideas and opinions and ordering and presenting them with clarity and accuracy ;

evaluating material from texts and selecting and presenting in detail what is relevant for specific purposes ;

describing and reflecting upon experience and detailing and analyzing effectively what is felt and what is imagined ;

recognizing implicit meanings and attitudes of a writer ;

showing a clear sense of audience and an understating of appropriate uses of language ;

writing in well constructed paragraphs, using a full range of appropriate sentence structure and showing accuracy in spelling and punctuation.

A Grade C candidate has demonstrated competence in :

understating and conveying information both at a straight forward level and at a more complex level;

understanding basic facts, ideas and opinions and presenting them with a degree of clarity and accuracy;

<i>Assessment Objective</i>	<i>Core</i>	<i>Supplement</i>
B Continuous Writing	Recognize and respond to simple linguistic devices including figurative language	Recognize and respond to more sophisticated linguistic devices  edit or elaborate the work of others
	Express thoughts, feelings and opinions in order to interest, inform or convince	Show a wider and more varied sense of audience and context and an awareness of different styles

evaluating material from texts and selecting what is relevant for specific purpose ;

describing and reflecting upon experience and expressing effectively what is felt and what is imagined ;

recognizing the more obvious implicit meanings and attitudes of a writer ;

showing a sense of audience and an awareness of appropriate uses of language ;

writing in paragraphs, using sentences of varied kinds and exercising care over spelling and punctuation.

A Grade F candidate has demonstrated competence in:

Understanding and conveying information at a straight forward level ;

understanding basic facts ,ideas and opinions and presenting them with a degree of coherence ;

selecting material from texts and commenting upon it at a literal level ;

describing experience in concrete terms and expressing intelligibly what is felt and what is imagined ;

recognizing clear meanings and explicit attitudes of a writer ;

showing awareness that language is used in different ways in different circumstances ;

writing at least in simple sentences – weaknesses in spelling and punctuation and the construction of complex sentences will be apparent, but will not seriously impair communication.

## FRENCH 7193

### The Examination

The examination will consist of three written papers. The allocation of mark is as follows Paper 1-10 marks, Paper 2-30 marks, ; Paper 3-45 marks.

#### Paper 1 (1/2 hour)

Dictation, A passage of modern French of about 140 words will be read aloud, first straight through, then in repeated groups, and finally straight through again. The candidates will write down the passage in French during the reading of the rated groups. After the final reading five minutes will be allowed for revision.

The intention of this paper is to test the candidates' grasp of the orthography and grammatical structure of French by requiring them to relate the language as written to the language as spoken.

#### Paper 2 (1 hour)

- (a) Listening comprehension (1/2 hour) (15 marks). There will be 15 questions in English on a passage of modern French about 300 words long. The passage will be read aloud three times. Once right through a second time in three sections, and finally right through again. The candidates will write their answers in English.

The intention of this part of paper is to test the candidates' understanding of spoken French. They will be expected to understand the passage as a whole as well as significant details.

- (b) Reading comprehension (1/2 hour) (15 marks). There will be 15 questions in English on a printed passage of French about 350 words long. The candidates will write their answers in English.

The intention of this part of the paper is to test the candidates' understanding of written French. They will be expected to understand the passage as a whole as well as significant details, and to show some appreciation of idiom and usage.

#### Paper 3 ( 1 ½ hours)

- (a) Translation from French (10 marks). A Passage of modern French of about 140 words will be set for the candidates to translate into English. The passage will consist of narrative, description or conversation, or any combination of these.

The intention of this part of the paper is to test the candidates' understanding of a passage of written French and their ability to render the text accurately into acceptable English.

- (b) Either Structured composition (20 marks). An outline situation or a description of an incident or a dialogue or some other form of written stimulus material in French will be given. The candidates will be required to write about 140 words in French, directly related to this material. They may be required, for example, to fill out the details of an outline or recount an incident from a point of view other than that given, or compose a dialogue; or

Translation into French (20 marks). A passage of English of about 140 words will be set for the candidates to translate into French.

The intention of this part of the paper is to test the candidates' ability to write accurate French within defined limits.

- (c) Free composition (15 marks). Two subjects, one of which will be a series of pictures, will be set. The candidates will be required to choose one of these on which to write about 120 words in French.

The intention of this part of the paper is to test the candidates' capacity to express ideas freely in accurate



French on a given subjects, using a variety of vocabulary and idiom.

### Syllabus Guidelines

The following notes are designed to give teachers an idea of the scope of the Ordinary Level French question papers. The notes are not intended to be comprehensive but they provide guidance on the linguistic content of the examination.

Knowledge of and ability to use, the structures listed below may be tested in any language areas within the normal range of the imaginative or real experience of the average school pupil of 15 or 16. It would clearly be impossible to produce a comprehensive list of such areas but they would include the family, school, life in town and country, transport and travel, shopping, eating and drinking, holidays, sport, usual professions and occupations.

The language of Ordinary Level, as compared with Advanced Level, is more straight forward and does not involve very complex description or complicated intellectual processes. The registers are narrative with simple description, or conversation; a very colloquial flavour, as well as a very literary or technical flavour, is avoided. It should, however, be noted that where no production of French is required (*e.g.* in Paper 2) the language may will be more complex and may contain some lexical items not necessarily actively known by pupils for whom the examination is intended.

1. Formation and use of all regular and common irregular verbs, including reflexives, in all simple and compound tenses of the indicative (excluding the subjective for active use) ; interrogative, negative and imperative forms; passive and avoidance of the passive; participles, infinitive, common impersonal verbs ; agreement of participles; government of verbs ; inversion.
2. *Pronouns* – Conjunctive, disjunctive, demonstrative, common indefinite, interrogative, possessive, relative and use of memo in lui-meme *etc.*, en ; position on pronouns ; use of tu and on.
3. *Articles* - Use of the definite, indefinite and partitive.
4. *Nouns* - Gender and number, single and compound, common forms of feminines of occupations and animals.
5. *Adjectives* – Qualifying, numeral, demonstrative, indefinite, interrogative, negative, possessive, compound, masculine / feminine and plural forms (of regular and common irregular adjectives), comparative and superlative, agreement and position ; adverbial use (*e.g.* tout and parler fort).
6. *Adverbs* – Form and position, comparative and superlative ; adverb phrases (*e.g.* avec plaisir) ; negative expressions.
7. Conjunctions in common use,
8. Prepositions – In common use, including those with verbs and adjectives and in adjectival phrases (*e.g.* une montre en

or) ; prepositional phrases (*e.g.* Au bout de, en train de) common idiomatic uses like couvert de and prendre dans ; use of depuis.

9. Time by the clock, dates, numbers and distance measurement.
10. Weather expressions.
11. Expressions of quantity.
12. Common idioms (*e.g.* expressions with avoir, il y a = ago, venir de) : exclamatory phrases (*e.g.* comme il fait beau !).

### 7623 JAPANESE

#### Syllabus

There will be one three hour paper, containing ;

- (a) Translation into English from romanised Japanese.
- (b) Translation into Japanese (romanised or Japanese script)
- (c) Rewriting in Japanese Kana\* script of passages or words in romanised Japanese.
- (d) Translation into romanised Japanese of sentences chosen to test grammatical knowledge.
- (e) Free composition in Japanese (romanised or Japanese script) on one of three subjects.

The romanisation used in setting this paper will be the modified Hepburn system as used in Kenkyushas New Japanese – English Dictionary (4th Edition 1974) but candidates may use this or the Kunreisikiromanisation. Long vowels may be indicated by doubling (*e.g.* roomaji, roomazi) or by overlining (*e.g.* romaji, romazi).

\* Candidates will be expected to be able to write and to use correctly the two syllabaries (hirugana and katakana). A recommended book for this is P.G.O” Neill. Japanese Kana Workbook (Kodansha International, Tokyo, 1967).

### CHINESE 7609

This subject may be taken at the May/June examination only. The examination will consist

- (a) Translation into English ;
- (b) Translation into Chinese ;
- (c) Translation into Chinese of sentences chosen to test grammatical knowledge ;
- (d) Free composition on one of three subjects.

### GERMAN 7233

In writing German, candidates will not be required to use B, but candidates who use B, will be expected to use it correctly.

### The examination

The examination will consist of two written papers. The allocation of marks is as follows : Paper 1-15 marks ; Paper 2-70 marks.

### Paper 1 (1 hour)

- (a) *Dictation* (1/2 hour) (5 marks).— A passage of modern German of about 100 words will be read aloud, first straight through, then in repeated groups, and finally straight through again. The candidates will write down the passage in German during the reading of the repeated groups. After the final reading, five minutes will be allowed for revision.

The intention of this part of the paper is to test the candidates' grasp of the orthography and grammatical structure of German by requiring them to relate the language as written to the language as spoken.

- (b) *Listening Comprehension* (1/2 hour) (10 marks).— The candidates will hear a narrative or descriptive German passage which may contain dialogue, of about 200-250 words. They will then write answers in English to questions printed in English in the paper. The questions will be concerned with information essential to the understanding of the passage as a whole, but the candidates will also be expected to show that they have grasped necessary points of detail.

The intention of this part of the paper is to test the candidates understanding of spoken German.

### Paper 2 (2 ¼ hours)

- (a) *Translation from German* (21 marks).— The candidates will be required to translate a piece of German prose of about 150-200 words into English.

The intention of this part of the paper is to test the candidates' understanding of written German and their ability to render the text accurately into acceptable English.

- (b) *Directed Production* (17 marks).— A passage of German of about 200-250 words will be printed in the paper, followed by questions in German. The candidates will be asked to read the passage carefully, and then write answers in German to the question on it. They will be expected to write about 100 words of German.

The intention of this part of the paper is to test the candidates ability to write accurately and relevantly in German.

- (c) *Essays*.— The candidates will be required to write two essays in German. For the first essay, of about 120 words, the candidates will be required to write on the precise content of a series of pictures, using past tenses (20 marks), for the second essay, of about 100 words, there will be a choice of

two general topics which may be narrative, description, dialogue or a letter (12 marks).

The intention of this part of the paper is to test the candidates' capacity to express ideas in accurate German on a given subject using a variety of vocabulary and idiom.

### Syllabus Guidelines :

The following syllabus guidelines list those structures, rules and expressions which Ordinary Level candidates should be able to use actively. All the items featured may not necessarily appear in any one examination. The list is not all-inclusive, but is a basic outline, and any one examination may include other items within the scope of Ordinary Level candidates.

As the candidates' comprehension will exceed their productive skills and they can be expected to understand hitherto unfamiliar grammatical and lexical items within a context, structures not listed here, but considered appropriate by the examiners, may also be included.

The examination does not require knowledge of specialist or technical vocabulary or dialect, but of modern everyday language used for narrative, description or conversation. The areas in which the language will be tested lie within the normal range of experience of the average 15 to 16 year old pupil and will include the family, home, school, town, country and seaside, transport and travel, theatre and cinema, shopping, sport, usual professions and occupation, hobbies and pastime, common domestic and wild animals, common plants and flowers, simple geographical facts, nationalities and languages, common illnesses and accidents and reference to doctor, dentist and hospital.

1. *Verbs* : Strong ; weak ; mixed ; modal 'compound ; reflexive ; impersonal, singular and plural ; all persons. Indicative active-present, future, imperfect, perfect, pluperfect. Indicative passive-present, imperfect. subjunctive active-imperfect of following verbs only ; sein, haben, werden, können, sollen, mögen. Interrogative and imperative forms. Infinitive-with and without zu ; with um..zu Verbs governing accusative. Verbs governing dative.' Verbs governing accusative and dative.
2. *Articles* : Definite and indefinite ; singular and plural (definite): all cases ; all genders.
3. *Nouns* : Singular and plural ; all cases ; all genders.
4. *Pronouns* : Personal – singular and plural ; nominative, accusative, dative. Indefinite-man (nominative) ; jemand (uninflected) ; niemand (uninflected) ; etwas ; nichts. Interrogative-wer ? was ? (nominative) Demonstrative-das.  
  
Relative – all genders ; singular and plural ; (nominative, accusative). Reflexive-singular and plural ; all persons ; (accusative, dative).

5. *Adjectives*: Demonstrative – singular and plural; all cases; all genders. Possessive-singular and plural; all cases; all genders; Qualifying-perdicative, uninflected. Attributive-strong/weak inflections and invariable; singular and plural; all cases; all genders. Interrogative-was fur ? Comparative and superlative.
6. *Indefinite adjective – pronouns*  
Exhaustives – kein – all – jed – beid -  
Quantitives – wenig (e); einig -; viel (e);  
Ander -; genug-; melir, mehrerein biB chen;  
Ein paar.
7. *Adverbs*: Time; manner; place; interrogative; negative; comparative and superlative; adverbialphrases.
8. *Common Pronominal Adverbs* : eg. Darin, damit.
8. *Adverbial Conjunctions* : eg. Also nun; doch.
10. *Co-ordinating Conjunctions* :  
e.g. und aber; denn; oder; sondern.
11. *Correlative Conjunctions* :  
e.g. weder .....noch; entweder.....oder.
12. *Common Subordinating Conjunctions* :  
eg. als; beror; da; daB; nachdem; ob; obgleich; obwohl; wahrend; weil, wenn.
13. *Common Prepositions* :  
+ accusative; + dative; + accusative and dative; + genitive
14. *Intensifiers* : Irgend; gar.
15. *Rules of Contraction*.
16. *Numbers*: Cardinal; ordinal; adverbs : eg. erstens; complex numerals e.g;. einmal.
17. Time by clock and dates.
18. Expressions of time.
19. Expressions of measurement.
20. Expressions of quantity.
21. Reported statement and indirect questions
22. Orthography
23. Word order
24. Common idioms and exclamations

## HINDI 7620

The examination will consist of one 3 hour paper, containing :

- (a) Translation into English ;
- (b) Translation into Hindi;

- (c) Translation into Hindi of sentences chosen to test grammatical knowledge ;
- (d) Free composition on one of three subjects.

## SPANISH 7593

In writing Spanish, candidates will be expected to follow the rules for accentuation published by the Royal Spanish Academy of Language in 1952, revised in 1958 and declared de application perceptive from 01st January, 1959.

### The Examination

The examination will consist of two written papers. The allocation of marks is as follows: Paper 1-15 marks, Paper 2-70 marks.

### Paper 1 (hour) :

- (a) *Dictation (1/2 hour) (5 marks)*.– A passage of modern Spanish of about 100 words will be read aloud, first straight through, then in repeated groups, and finally straight through again. The candidates will write down the passage in Spanish during the reading of the repeated groups. After the final reading, five minutes will be allowed for revision.

The intention of this part of the paper is to test the candidates' grasp of the orthography and grammatical structure of Spanish by requiring them to relate the language as written to the language as spoken.

- (b) *Listening Comprehension (1/2 hour) (10 marks)*.– The candidates will hear a narrative or descriptive Spanish passage, which may contain dialogue, of about 200-250 words. They will then write answers in English to questions printed in English in the paper. The questions will be concerned with information essential to the understanding of the passage as a whole, but the candidates will also be expected to show that they have grasped necessary points of detail.

The intention of this part of the paper is to test the candidates' understanding of spoken Spanish.

### Paper 2 (2 hours) :

- (a) *Translation from Spanish (20 marks)*.– The candidates will be required to translate a piece of Spanish prose of about 150-200 words into English.

The intention of this part of the paper is to test the candidates' understanding of written Spanish and their ability to render the text accurately into acceptable English.

- (b) *Directed Production (20 marks)* – A passage of Spanish of about 200-250 words will be printed in the paper, followed by questions in Spanish. The candidates will be asked to read the passage carefully, and then write answers in Spanish to the questions on it. They will be expected to write about 100 words of Spanish.

The intention of this part of the paper is to test the candidates' ability to write accurately and relevantly in Spanish.

- (c) *Essay (30 marks).*— The candidates will be required to write one essay of about 150 words in Spanish. The candidates will have a choice of three subjects: there will be a series of pictures, a dialogue or a letter, and another subject.

The intention of this part of the paper is to test the candidates' capacity to express ideas freely in accurate Spanish on a given subject using a variety of vocabulary and idiom.

#### Syllabus Guidelines

The following notes are designed to give teachers an idea of the scope of the Ordinary Level Spanish question papers. The notes intended to be comprehensive but they provide guidance on the linguistic content of the examination.

Knowledge of an ability to use the structures listed below may be tested in any language area within the normal range of the imaginative or real experience of the average school pupil of 15 or 16. It would clearly be impossible to produce a comprehensive list of such areas but they would include the family, school, life in town and country, transport and travel, shopping, eating and drinking, holidays, sport, usual professions and occupations.

The language of Ordinary Level, as compared with Advanced Level, is more straight forward and does not involve very complex description or complicated intellectual process. The registers are narrative with simple description, or conversation; a very colloquial flavour, as well as a very literary or technical flavour, is avoided. It should however, be noted that where no production of Spanish is required the language may well be more complex and may contain some lexical items not necessarily actively known by pupils for whom the examination is intended.

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1. Formation and use of all regular and common irregular verbs, including radical and orthographical changing verbs and reflexives, in all tenses of the indicative and subjunctive (the subjunctive will be required for active use only in common situations such as : in its imperative use ; after verbs of feeling; in straight forward conditional clauses, in future temporary clauses; after common conjunctions like *para que*, *sin que*, *como si*, etc.); interrogative, negative and imperative forms; passive and avoidance of the passive; participles, infinitive, gerund; common impersonal verbs. Use of *ser* and *estar*.
2. *Pronouns*: Conjunctive, disjunctive, demonstrative, common indefinite, interrogative, possessive, relative; position of pronouns; use of *se*.
3. Articles (definite and indefinite including neuter *lo*).
4. *Nouns* : gender and number.
5. *Adjectives* : Qualifying, numeral (cardinals and lower ordinals), demonstrative, indefinite, interrogative, possessive, compound, masculine / feminine and plural forms (of regular and common irregular adjectives), comparative and superlative; agreement and position; adverbial use; apocopation.
6. *Adverbs*: Form and position, comparative and superlative; adverb phrases; negative expressions.
7. Conjunctions in common use.
8. Prepositions in common use, with special reference to differences between Spanish and English usage; *por* and *para*; personal *a*.
9. Expressions of time, date, age, distance, quantity and weather.
10. Common idioms (*e.g.* (*después de*) *hace* ; *hay que* etc.).