

N. B.— The list of Jurors in Kegalle District Jurisdiction area in year 2017 has been published in Part VI of this *Gazette* in all three Languages.

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

අංක 2,006 – 2017 පෙබරවාරි මස 09 වැනි සිකුරාදා – 2017.02.09

No. 2,006 – FRIDAY, FEBRUARY 09, 2017

(Published by Authority)

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

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

	PAGE		PAGE
Post - Vacant	268	Examinations, Results of Examinations &c.	290

#### 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 03rd March, 2017 should reach Government Press on or before 12.00 noon on 17th February, 2017.

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

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

GANGANI LIYANAGE,  
Government Printer (Acting)

Department of Govt. Printing,  
Colombo 08,  
01st January, 2017.

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



## 1. General Qualifications required :

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

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

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

## 2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## 4. Terms of Engagement :

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

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

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

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

## 5. Serving Officers in the Public Service :

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

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

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

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

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

## 6. Definition of Salary for the purpose of Eligibility

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

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

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

### Rules and Instructions for Candidates

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## JUDICIAL SERVICE COMMISSION

*Eg.* Abdur Rahman M. I.

2. Full Name :


*Eg. Mohammadu Ishaq Abdur Rahman*

3. Permanent Residence :


4. Postal Address :


5. Date of Birth :

D	D	M	M	Y	E	A	R
---	---	---	---	---	---	---	---

6. Age :

--	--

7. Race :

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

8. Religion :

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

9. N. I. C. No. :

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

10. Phone No. :


11. Academic Qualification :

1. ....
2. ....
3. ....
4. ....
5. ....

12. Professional Qualification :

1. ....
2. ....
3. ....
4. ....
5. ....

13. Language which can read and write :



14. Does the Applicant posses knowledge of Muslim Law ? :

Yes	
-----	--

No	
----	--

15. Are you married ? :

Yes	
-----	--

No	
----	--

16. Is wife living ? :

Yes	
-----	--

No	
----	--

## 17. Past and Present Occupation (with date) :

<i>From</i>	<i>To</i>	<i>Occupation</i>	<i>Place</i>

18. Value of Possessed by Assets : 

Rs.	
-----	--

19. Monthly Income : 

Rs.	
-----	--

20. Amount of debts if any : 

Rs.	
-----	--

21. Were you actively engaged in politics during the last ten years ? : 

Yes	
-----	--

No	
----	--

22. Are you an income tax payer ? : 

Yes	
-----	--

No	
----	--

23. Were there criminal cases against you ? or are there any pending criminal cases ? : 

Yes	
-----	--

No	
----	--

24. Particular of Court convocation if any : 

--

25. Personal referees (They should be responsible person who known you well) :

Name :	Name :
Address :	Address :
Phone No. :	Phone No. :
Occupation :	Occupation :
Period during which he has known you :	Period during which he has known you :

I truly and sincerely attest that the above information furnished by me is true and accurate to the best of my knowledge.

\_\_\_\_\_,  
Yours faithfully

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

**Note** : Attach all copies of the relevant certificates with this Application.

01-532

\_\_\_\_\_  
**JUDICIAL SERVICE COMMISSION**

**Recruitment to fill Vacancies in Grade III of the Sri Lanka Courts Book Binders Service - 2017**

THE Judicial Service Commission has decided to recruit those who possess following qualifications to fill vacancies in the post of Book Binder Grade III in the Sri Lanka Courts Book Binders Service based on the results of an interview.

*Qualifications :*

(i) Should have passed G. C. E. (O/L) Examination in six subjects including Sinhala/Tamil/English Language and Mathematics in not less than two sittings with Credit passes for 03 subjects. Nevertheless 05 of these subjects should be passed at one sitting.

(ii) Should be not less than 17 years and not more than 30 years of age.

Upper age limit will not apply to applicants who are in the Government Service at present.

02. The post carries a monthly salary scale of Rs. 25,250 -10x270 - 10x300 - 10x330 - 12x350 - Rs. 38,450 (The salary will be paid in accordance with Schedule II of P. A. Circular No. 03/2016 till 01.01.2020).

03. The applicants selected for recruitment after a *viva voce* will be given appointments to Courts with vacancies in any part of the Island due to service exigency and apart from service exigency, requests for transfers will not be considered for any reason till the end of due period.

04. The specimen form of application for this post is published at the end of this notification. According to said notification applications should be prepared and submitted using a paper of 11 1/2" x 8 1/2" in size. The applicants should prepare their applications strictly in accordance with the specimen application form.

05. Applications from officers already engaged in service possessing above qualifications should be submitted through their respective Heads of Departments.

06. Applicants who have fulfilled above qualifications should submit their applications under registered cover addressed to the "Secretary, Judicial Service Commission Secretariat, Colombo 12" to reach on or before 03.03.2017. The envelope containing the application should be marked "Recruitment to Courts Book Binder Grade III" on its top left hand corner. Applications received after the closing date will be rejected.

07. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

08. Any questions with regard to the application and recruitment, the decision of the Judicial Service Commission will be final.

PRADEEP JAYATHILAKE,  
High Court Judge/Acting Secretary,  
Judicial Service Commission.

Judicial Service Commission Secretariat,  
Colombo 12,  
25th January, 2017.

RECRUITMENT TO FILL VACANCIES IN GRADE III OF THE SRI LANKA COURTS  
BOOK BINDERS SERVICE - 2017

01. Name with initials (Mr./Mrs./Miss.) :\_\_\_\_\_.
02. Names denoted by initials :\_\_\_\_\_.
03. (i) Date of Birth :\_\_\_\_\_.
- (ii) Age as at 03.03.2017 : Years :\_\_\_\_\_. Months :\_\_\_\_\_. Days :\_\_\_\_\_.
04. (i) Permanent Address :\_\_\_\_\_.
- (ii) District :\_\_\_\_\_.
05. National Identity Card Number :\_\_\_\_\_.
06. Telephone Numbers :  
(i) Home :\_\_\_\_\_. Mobile :\_\_\_\_\_.

## 07. Educational Qualifications : G. C. E. (O/L) :

Index No. : \_\_\_\_\_.

Index No. : \_\_\_\_\_.

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

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

Serial No.	Subjects	Grade

Serial No.	Subjects	Grade

08. Other Educational Qualifications : \_\_\_\_\_.

09. Other professional qualifications if available : \_\_\_\_\_.

10. If employed at present :

(i) Designation and Grade : \_\_\_\_\_.

(ii) Whether confirmed in the present post : \_\_\_\_\_.

(iii) Department and present station : \_\_\_\_\_.

11. Have you been convicted for any offence by a Court ? If so give details : \_\_\_\_\_.

I, hereby declare that the above particulars furnished by me are true and correct.

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

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

*Recommendation of Head of the Department*

I, hereby certify that Mr./Mrs./Miss ..... employed in this ..... possesses the required educational qualifications to apply for the Grade III post in the Sri Lanka Book Binders Service and that he/she can be released from the present post, if selected to the above post and that his/her application form is recommended and forwarded.

\_\_\_\_\_,  
Signature of the Head of Department.  
Stamp : \_\_\_\_\_.

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

02-527

**SRI LANKA POLICE****Post of Sub Inspector of Police (Special Task Force)**

APPLICATIONS are invited from the citizens of Sri Lanka direct recruitment for the Post of Probationary Sub-inspector of Police - Special Task Force in the Sri Lanka Police.



2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director/Recruitment, Recruiting Office, No. 375, 1st Floor, Sri Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by the registered post to the above address to reach on or before 10.03.2017 and the post applied for should be marked on the top left hand corner of the envelope enclosing the application. Delayed applications will not be entertained and no applications will be issued by the Sri Lanka Police.

3. *Salary Scale.*— Rs. 393,480 - 7 x 4,440 - 2 x 5,940 - 25x7,920 - Rs. 634,440.

Salary will be paid from 01.01.2016 to 01.01.2020 as per the Public Administration Circular 3-2016 Schedule II and the above mentioned salary scale will be effect from 01.01.2020.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above salary scale, they will be paid following allowances :

	<i>Rs. cts.</i>
(a) Cost of living allowance	7,800.00
(b) Incentive allowance	1,500.00
(c) Uniform cleaning allowance	250.00
(d) 1/4 of monthly salary	3,962.50
(f) Arduous duty allowances	2,000.00
(g) Combined allowance	10,500.00
(400x30 areas where special incentives allowance are paid)	
(h) Combined allowance	8,400.00
(400x24 areas where special incentives allowance are not paid)	

In addition to the above said allowances :

- (a) Free transport facilities.
- (b) Free Medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.).
- (c) All uniforms will be provided free of charge.
- (d) Facilities to improve skills and talents in sports.
- (e) Travelling expenses are provided to undertake duties and money will be granted as rewards for outstanding and arduous duties.

(f) Officers will be entitled to the special allowance only during the period they are attached to the STF consequent to the basic training.

#### 04. *Basic Qualifications Required :*

(a) *Age Limit.*— The age should be between 18 and 25 years as at closing date of the applications as per the *Gazette* Notification. However Police Officers currently serving in the Sri Lanka Police are eligible to apply up to the age of 27 years at the closing date of applications.

#### (b) *Educational Qualifications :*

\* Should have passed 06 subjects in the G. C. E. (O/L) Examination in one sitting with 04 credit passes including Mathematics and Medium Language ; and

\* Should have passed 03 subjects in the G. C. E. (A/L) Examination in one sitting.

**Note 01.**— The subjects passed at the G. C. E. (O/L) Examination is determined as per the subject classification of Department of Examination *i.e.*- Science subject combination of subject number 41 and 44 is considered as one subject and Maths subject combination of subject number 42 and 45 as one subject.

**Note 02.**— If the written test of Technical subject at the G. C. E. (O/L) Examination is failed, it is considered as the Technical subject is failed even though the practical test of the same subject is passed.

**Note 03.**— Since optional Tamil, English and Sinhala subjects are not included in the stream of G. C. E. (O/L) syllabus, passes in any of these subjects will not be accounted as a passed subjects at the G. C. E. (O/L) Examination.

#### (c) *Physical Requirements :*

- \* Height 05 feet 06 inches (minimum).
- \* Chest 32 inches minimum (in exhalation).

**Note.**— Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have outstanding

skills in sports and have achieved excellent performance in sports at national level or have earned reputation for Sri Lanka by participating in an international competition.

(d) *Visual Requirement.*– Vision should not be less than 6/12 in each eye. if the vision is 6/6 in one eye and 6/18 in the other eye, will be also accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible for being for the service.

(e) *Other Qualifications.*– Applicants should be unmarried (Divorcees will be considered as unsuitable). Only this condition will not apply for the Police Officers presently serving in the Sri Lanka Police and who have fulfilled the other qualifications.

5. *Method of Recruitment.*– Selected applicants will have to pass the Basic Qualification Test conducted by the Sri Lanka Police. Only those who have passed this test can participate in the physical fitness test and should pass that test.

\* *Physical Fitness Test :*

<i>Exercise</i>	<i>Times</i>	<i>Time (minutes)</i>
1. 1,000 meters		04
2. Chip ups	06	01
3. Push ups	20	01
4. Situps	20	01
5. Scott thrush	18	01

- ♦ Testing on self-confidence (endurance test)
- ♦ Testing on starting energy and responding.

\* Only those who are successful in the physical fitness test will be summoned for the final interview, and those who score 40% or more in the final interview will be summoned for the written test.

The written test consists of two question papers.

- ♦ An essay paper not less than 500 words - 45 minutes.
- ♦ General knowledge and intelligence test paper - 1 hour.

06. *Medical Examination.*– Applicant must pass the medical test before obtaining his appointment. Medical test

is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

07. *Background Inquiries :*

- (a) Applicant's close relations and friends will be inquired, on the conduct of the applicant. Applicants with bad conduct will not be recruited ;
- (b) Providing false information or conceal information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

08. *Implementation of Official Language Policy :*

- \* As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/Provincial Public Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they enter the service.
- \* Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the level 2 of the language test conducted by the Department of Official Languages.
- \* The salary increments of the officers who do not acquire the specific proficiency in the second official language within a period of 05 years from the date of their appointments will be deferred until they obtain qualifications.

09. *Terms of Engagement.*– This post is permanent and pensionable. You are liable to contribute to the Widows'/Widowers' and Orphans' Pension Scheme.

10. *Conditions of Service :*

- (a) This appointment is subject to a three years probation period ;
- (b) The selected applicants will be required to comply with any rules already made or may hereinafter be made to give effect to the official language policy;

- (c) They will be subjected to comply with the relevant provisions of the Establishments Code Volume I and II, Financial Regulations, Departmental Orders, and any other Orders that may be issued by the Inspector General of Police or by the Government from time to time;
- (d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable to be removed from the Police Service ;
- (e) Permission will not be granted to marry prior to the confirmation in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and I. G's Circular No. 1952/2006 of 19.10.2006 and Circular (amended) dated 09.08.2007, it is possible to marry under special circumstances and with the permission of Inspector General of Police ;
- (f) Applicants appointed after the training should serve a probationary period of 03 years in the Sri Lanka Police and if they wish to resign from the service before their probation is over, they should sign a consent agreement to the effect that they are willing to pay any amount which was incurred on the training and uniforms etc., together with any other prescribed payments at the time of tendering their resignations. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;
- (g) Probationary Sub Inspectors should subscribe affirmation/oath to the effect that they comply with the Police Code of conduct immediate after commencing their training in terms of the I. G. P's Circular, No. 1693/2003 ;
- (h) Probationary Sub Inspectors should subscribe the Oath of allegiance for a prestigious public service, immediate after commencing their training in terms of the I.G.P's Circular, No. 1804/2004 ;
- (i) Probationary Sub Inspectors who have been confirmed in the post will have opportunities for promotions in terms of the approved Schemes of Promotions of the Sri Lanka Police.

11.(a) Attention is drawn to the general conditions applicable to appointments to posts in the Public Service published at the beginning of the Section (IIA) of the Part I of this *Gazette* ;

(b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.

12. Applications should accompany copies of the following documents (originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of Character (obtained from persons who are not related) ;
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of sports with outstanding records or other extra curricular activities ;
- (v) A photostat copy of the certificates of service experience (if available) ;
- (vi) A photostat copy of the Identity Card.

13.(a) Applicants who are already in the Public Service must forward their applications through the Heads of their respective Departments and they must be accompanied with a certificate stating that the officer can be released if selected.

(b) Applicants must fill the required particulars in their own hand writing on paper 11" x 8" in size and post them together with the copies of certificates, to the address given in paragraph two and under no circumstances should applications be handed over personally to any officer.

14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

**Note.**– No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

PUJITH JAYASUNDARA,  
Inspector General of Police.

23rd January, 2017.

## SRI LANKA POLICE

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

For office use

POST OF PROBATION SUB INSPECTOR OF POLICE  
(SPECIAL TASK FORCE)

## SPECIMEN APPLICATION FORM

01. (a) Name in full (in block letters) : \_\_\_\_\_.  
(As stated in the applicant's birth certificate)  
(b) Name with initials : \_\_\_\_\_.  
(c) Post applied for : \_\_\_\_\_.
02. National Identity Card No. : \_\_\_\_\_.  
(Copy of the NIC should be attached)
03. Father's name in full : \_\_\_\_\_.
04. Place of birth of the applicant : \_\_\_\_\_.  
Divisional Secretariat to which the place of birth belongs : \_\_\_\_\_.  
Province : \_\_\_\_\_.
05. (a) Present address : \_\_\_\_\_.  
(b) Police Station to which the present address belongs : \_\_\_\_\_.  
(c) Permanent Address : \_\_\_\_\_.  
(d) Police Station to which the permanent address belongs : \_\_\_\_\_.  
(e) Grama Niladari's Division to which permanent address belongs : \_\_\_\_\_.  
Divisional Secretariat : \_\_\_\_\_.  
(f) Telephone No. (Residence) : \_\_\_\_\_.  
Mobile No. : \_\_\_\_\_.
06. (a) Nationality : \_\_\_\_\_.  
(b) Whether you are a Sri Lankan citizen by birth or registration : \_\_\_\_\_.  
(If by registration attach copy of certificate)  
(c) If you are citizen by birth state the place of birth :—  
(i) Applicant : \_\_\_\_\_.  
(ii) Applicant's father : \_\_\_\_\_.  
(iii) Applicant's paternal grandfather : \_\_\_\_\_.  
(iv) Applicant's paternal great grand father : \_\_\_\_\_.
07. Date of Birth : \_\_\_\_\_.  
(Copy of the birth certificate should be attached)  
Age : \_\_\_\_\_.  
(as at the closing date of applications as per the *Gazette* Notification) :
08. Height : Feet : \_\_\_\_\_, Inches : \_\_\_\_\_.  
Chest (inches) : \_\_\_\_\_.
09. Educational qualifications (mention the examinations passed and the copies of the certificates should be attached) : \_\_\_\_\_.
10. Additional qualifications (Copies of the certificates should be attached) : \_\_\_\_\_.
11. Civil status : \_\_\_\_\_.
12. (i) Present employment : \_\_\_\_\_.  
(ii) Are you a member of any armed force ? : \_\_\_\_\_.
13. Do you have special skills and/or qualifications ? : \_\_\_\_\_.
14. Give names and addresses of two non-related referees to inquire about the applicant :  
(i) \_\_\_\_\_.  
(ii) \_\_\_\_\_.
15. Have you served in the Sri Lanka Police Service before ? (If so, what are the reasons for leaving the service ? give details) : \_\_\_\_\_.
16. (a) Are you serving in any armed service ? (If so your application must be forwarded through the respective Service Commander) : \_\_\_\_\_.  
(b) Have you served in an armed service ? (If so attach a copy of your discharge certificate) : \_\_\_\_\_.
17. (a) Are you serving in a Volunteer Armed Service ? (If so, your application must be forwarded through the respective Service Commander) : \_\_\_\_\_.  
(b) Have you served in Volunteer Armed service ? : \_\_\_\_\_.  
(If so attach a copy of your discharge certificate)
18. Have you been arrested on suspicion of having committed an offence ? Have you been, convicted or brought before the court or punished (If so give details) : \_\_\_\_\_.
19. Has any of your relation been arrested on suspicion of having committed an offence or convicted or brought before the court or punished (If so give details) : \_\_\_\_\_.

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.

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

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

20. Certification of the Head of Department (If applicable) :

This is to certify that the applicant Mr./Miss ..... is serving in ..... the Department Corporation/ Board and if he is selected for the above post, he could be released from service.

\_\_\_\_\_,  
Signature of the Head of the Department  
with the Designation seal.

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

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

02-460/1

## SRI LANKA POLICE

### Post of Police Constable (Special Task Force)

APPLICATIONS are invited from the citizens of Sri Lanka direct recruitment for the Post of Recruit Police Constable - Special Task Force in the Sri Lanka Police.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director/Recruitment, Recruiting Office, No. 375, 1st Floor, Sri Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by the registered post to the above address to reach on or before 10.03.2017 and the post applied for should be marked in the top left hand corner of the envelope enclosing the application. Delayed applications will not be entertained and no applications will be issued by the Sri Lanka Police.

3. *Salary Scale*.— Rs. 354,480 - 7 x 3,600 - 27 x 4,440 - Rs. 499,560.

Salary will be paid from 01.01.2016 to 01.01.2020 as per the Public Administration Circular 3-2016 Schedule II

and the above mentioned salary scale will be effect from 01.01.2020.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above salary scale, they will be paid following allowances :

*Rs. cts.*

(a) Cost of living allowance	7,800.00
(b) Incentive allowance	1,500.00
(c) Uniform cleaning allowance	250.00
(d) 1/4 of monthly salary	3,570.00
(f) Arduous duty allowance	2,000.00
(g) Combined allowance	10,500.00
(350x30 areas where special incentives allowance are paid)	
(h) Combined allowance	8,400.00
(350x24 areas where special incentives allowance are not paid)	

In addition to the above said allowances :

- (a) Free transport facilities.
- (b) Free medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.).
- (c) All uniforms will be provided free of charge.
- (d) Facilities to improve skill and talents in sports.
- (e) Travelling expenses are provided to undertake duties and money will be granted as rewards for outstanding and arduous duties.
- (f) Officers will be entitled to the special allowance only during the period they are attached to the STF consequent to the basic training.

### 04. *Basic Qualifications Required* :

- (a) *Age Limit*.— The age should be between 18 and 25 years as at closing date of the applications as per the *Gazette* Notification. However Police Officers currently serving in the Sri Lanka Police as Police Constable Drivers are eligible to apply up to the age of 27 as at the closing date of applications.

(b) *Educational Qualifications :*

Should have passed 06 subjects including Mathematics and Medium Language in not more than two attempts at the G. C. E. (O/L) Examination. Applicants who are qualified within two attempts should have passed at least 05 subjects (including both Mathematics and Medium Language or at least one, at the first attempt).

**Note 01.**– The subjects passed at the G. C. E. (O/L) Examination is determined as per the subject classification of Department of Examination *i.e.*- Science subject combination of subject number 41 and 44 is considered as one subject and Maths subject combination of subject number 42 and 45 as one subject.

**Note 02.**– If the written test of Technical subject at the G. C. E. (O/L) Examination is failed, it is considered as the Technical subject is failed even though the practical test of the same subject is passed.

**Note 03.**– Since optional Tamil, English and Sinhala subjects are not included in the stream of G. C. E. (O/L) syllabus, passes in any of these subjects will not be accounted as a passed subjects at the G. C. E. (O/L) Examination.

(c) *Physical Requirements :*

\* Height 05 feet 04 inches (minimum).

\* Chest 30 inches minimum (in exhalation).

**Note.**– Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided that they have outstanding skills in sports and have achieved excellent performance in sports at national level or have earned reputation for Sri Lanka by participating in an international competition.

(d) *Visual Requirement.*– Vision should not be less than 6/12 in each eye. If the vision is 6/6 in one eye

and 6/18 in the other eye, will be also accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible for being selected for the service.

(e) *Other Qualifications.*– Applicants should be unmarried (Divorcees will be considered as unsuitable). Only this condition will not apply for the Police Officers presently serving in the Sri Lanka Police and who have fulfilled the other qualifications.

5. *Method of Recruitment.*– Selected applicants will have to pass in the Basic Qualification Test conducted by the Sri Lanka Police. Only those who have passed this test can participate in the physical fitness test and should pass that test.

\* *Physical Fitness Test :*

<i>Exercise</i>	<i>Times</i>	<i>Time (minutes)</i>
1. 1,000 meters		04
2. Chip ups	05	01
3. Push ups	15	01
4. Situps	15	01
5. Scott thrush	12	01

\* Only those who are successful in the physical fitness test will be summoned for the final interview, and those who score 40% or more in the final interview will be summoned for the written test.

The written test consists of two question papers.

- ♦ An essay paper not less than 500 words - 45 minutes.
- ♦ General knowledge and intelligence test paper - 1 hour.

06. *Medical Examination.*– Applicant must pass the medical test before obtaining his appointment. Medical test is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

07. *Background Inquiries :*

- (a) Applicant's close relations and friends will be inquired, on the conduct of the applicant. Applicants with bad conduct will not be recruited ;
- (b) Providing false information or conceal information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

08. *Implementation of Official Language Policy :*

- \* As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/Provincial Public Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they enter the service.
- \* Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the level 2 of the language test conducted by the Department of Official Languages.
- \* The salary increments of the officers who do not acquire the specific proficiency in the second official language within a period of 05 years from the date of their appointments will be deferred until they obtain qualifications.

09. *Terms of Engagement.*— This post is permanent and pensionable. You are liable to contribute to the Widows'/ Widowers' and Orphans' Pension Scheme.

10. *Conditions of Service :*

- (a) This appointment is subject to a three years recruit period ;
- (b) The selected applicants will be required to comply with any rules already made or may hereinafter be made to give effect to the official language policy;
- (c) They will be subjected to comply with the relevant provisions of the Establishment Code Volume I and II, Financial Regulations, Departmental Orders, and any other orders that may be issued by the Inspector General of Police or by the Government from time to time;

(d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable to be removed from the Police Service ;

(e) Permission will not be granted to marry prior to the confirmation in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and I. G.'s Circular No. 1952/2006 of 19.10.2006 and circular (amended) dated 09.08.2007, it is possible to marry under special circumstances and with the permission of Inspector General of Police ;

(f) Applicants appointed after the training should serve as recruit period of 03 years in the Sri Lanka Police and if they wish to resign from the service before their probation is over, they should sign a consent agreement to the effect that they are willing to pay any amount which was incurred on the training and uniforms etc., together with any other prescribed payments at the time of tendering their resignations. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;

(g) Recruit Police Constables should subscribe affirmation/oath to the effect that they comply with the Police Code of conduct immediate after commencing their training in terms of the I. G. P.'s Circular, No. 1693/2003 ;

(h) Recruit Police Constables should subscribe the Oath of allegiance for a prestigious public service, immediate after commencing their training in terms of the I.G.P.'s Circular, No. 1804/2004 ;

(i) Recruit Police Constables who have been confirmed in the post will have opportunities for promotions in terms of the approved schemes of promotions of the Sri Lanka Police.

11.(a) Attention is drawn to the general conditions applicable to appointments to posts in the Public Service published at the beginning of the Section (11A) of the Part I of this *Gazette* ;

(b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.

12. Applications should accompany copies of the following documents (originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of character (obtained from persons who are not related) ;
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of sports with outstanding records or other extra curricular activities ;
- (v) A photostat copy of the certificates of service experience (if available) ;
- (vi) A photostat copy of the Identity Card.

13. (a) Applicants who are already in the Public Service must forward their applications through the Heads of their respective Departments and they must be accompanied with a certificate stating that the officer can be released if selected.

(b) Applicants must fill the required particulars in their own hand writing on a paper 11" x 8" in size and post them together with the copies of certificates, to the address given in paragraph two and under no circumstances should applications be handed over personally to any officer.

14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

**Note.**— No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

PUJITHA JAYASUNDARA,  
Inspector General of Police.

23rd January, 2017.

SRI LANKA POLICE

POST OF RECRUIT POLICE CONSTABLE (SPECIAL TASK FORCE)

SPECIMEN APPLICATION FORM

For office use

(b) Name with initials :\_\_\_\_\_.

(c) Post applied for :\_\_\_\_\_.

02. National Identity Card No. :\_\_\_\_\_.

(Copy of the NIC should be attached)

03. Father's name in full :\_\_\_\_\_.

04. Place of birth of the applicant :\_\_\_\_\_.

Divisional Secretariat to which the place of birth belongs :\_\_\_\_\_.

Province :\_\_\_\_\_.

05. (a) Present address :\_\_\_\_\_.

(b) Police Station to which the present address belongs :\_\_\_\_\_.

(c) Permanent Address :\_\_\_\_\_.

(d) Police Station to which the permanent address belongs :\_\_\_\_\_.

(e) Grama Niladari's Division to which permanent address belongs :\_\_\_\_\_.

Divisional Secretariat :\_\_\_\_\_.

(f) Telephone No. (Residence) :\_\_\_\_\_.

Mobile No. :\_\_\_\_\_.

06. (a) Nationality :\_\_\_\_\_.

(b) Whether you are a Sri Lankan citizen by birth or registration :\_\_\_\_\_.

(If by registration attach copies of certificate)

(c) If you are citizen by birth state the place of birth :—

(i) Applicant :\_\_\_\_\_.

(ii) Applicant's father :\_\_\_\_\_.

(iii) Applicant's paternal grand father :\_\_\_\_\_.

(iv) Applicant's paternal great grand father :\_\_\_\_\_.

07. Date of Birth :\_\_\_\_\_.

(Copy of the birth certificate should be attached)

Age :\_\_\_\_\_.

(As at the closing date of applications as per the *Gazette* Notification) :

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

08. Height : Feet :\_\_\_\_\_. Inches :\_\_\_\_\_.

Chest (inches) :\_\_\_\_\_.

09. Educational qualifications (mention the examinations passed and the copies of the certificates should be attached) :\_\_\_\_\_.

01. (a) Name in full (in block letters) :\_\_\_\_\_.  
(As stated in the applicant's birth certificate)

10. Additional qualifications (Copies of the certificates should be attached) :\_\_\_\_\_.



11. Civil status :\_\_\_\_\_.
12. (i) Present employment :\_\_\_\_\_.
- (ii) Are you a member of any armed force ? :\_\_\_\_\_.
13. Do you have special skills and/or qualifications :\_\_\_\_\_.
14. Give names and addresses of two non-related referees to inquire about the applicant :  
(i) \_\_\_\_\_.
- (ii) \_\_\_\_\_.
15. Have you served in the Sri Lanka Police Service before ? (If so, what are the reasons for leaving the service ? give details) :\_\_\_\_\_.
16. (a) Are you serving in any armed service ? (If so your application must be forwarded through the respective Service Commander) :\_\_\_\_\_.
- (b) Have you served in an armed service ? (If so attach a copy of your discharge certificate) :\_\_\_\_\_.
17. (a) Are you serving in a Volunteer Armed Service ? (If so, your application must be forwarded through the respective Service Commander) :\_\_\_\_\_.
- (b) Have you served in a Volunteer Armed service ? :\_\_\_\_\_.
- (If so attach a copy of your discharge certificate)
18. Have you been arrested on suspicion of having committed an offence ? Have you been, convicted or brought before the court or punished (If so give details) :\_\_\_\_\_.
19. Has any of your relation been arrested on suspicion of having committed an offence or convicted or brought before the court or punished (If so give details) :\_\_\_\_\_.

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.

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

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

20. Certification of the Head of Department (If applicable) :

This is to certify that the applicant Mr./Miss ..... is serving in ..... the Department Corporation/ Board and if he is selected for the above post, he could be released from service.

\_\_\_\_\_,  
Signature of the Head of the Department  
with the Designation seal.

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

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

02-460/2

## SRI LANKA POLICE

### Post of Women Police Constable (Special Task Force)

APPLICATIONS are invited from the citizens of Sri Lanka direct recruitment for the Post of Recruit Women Police Constable in the Sri Lanka Police.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director/ Recruitment, Recruiting Office, No. 375, Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by the registered post to the above mentioned address to reach on or before 10.03.2017 and the applied post should be marked on the top left hand corner of the envelope enclosing the application. Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police.

3. *Salary Scale*.— Rs. 354,480 - 7 x 3,600 - 27 x 4,440 - Rs. 499,560.00

Salary will be paid from 01.01.2016 to 01.01.2020 as per the Public Administration Circular 3-2016 Schedule II and the above mentioned salary scale will be effect from 01.01.2020.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above salary scale, they will be paid following allowances :

	<i>Rs. cts.</i>
(a) Cost of living allowance	7,800.00
(b) Incentive allowance	1,500.00
(c) Uniform cleaning allowance	250.00
(d) 1/4 of monthly salary	3,570.00
(f) Arduous duty allowance	2,000.00
(g) Combined allowance (350x30 areas where special incentives allowance are paid)	10,500.00
(h) Combined allowance (350x24 areas where incentives allowance are not paid)	8,400.00

In addition to the above said allowances :

- (a) Free transport facilities.
- (b) Free medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.).
- (c) All uniforms will be provided free of charge.
- (d) Facilities to improve skills and talents in sports.
- (e) Travelling expenses are provided to undertake duties and money will be granted as rewards for outstanding and arduous duties.
- (f) Officers will be entitled to the special allowance only during the period they are attached to the STF consequent to the basic training.

#### 04. Basic Qualifications :

- (a) *Age Limits.* – The age should be between 18 and 25 years as at closing date of the applications as per the *Gazette* Notification.

#### (b) *Educational Qualifications :*

Should have passed 06 subjects including Mathematics and Medium Language in not more than two attempts at the G. C. E. (O/L) Examination. Applicants who are qualified within two attempts should have passed at least 05 subjects (including both Mathematics and Medium Language or at least one, at the first attempt).

**Note 01.** – According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G. C. E. (O/L) both passes in science subjects number 41, 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject.

**Note 02.** – Failure in the technical subjects at written test of G. C. E. (O/L) Examination will be considered as failure in the same subject although a pass has been obtained for the same subject in the practical test.

**Note 03.** – Since optional subjects of Tamil, English and Sinhala have not been included in the stream of G. C. E. (O/L) passes in any of these subjects will not be computed as a pass in the G. C. E. (O/L) Examination.

#### (c) *Physical Requirements :*

\* Height 05 feet 02 inches (minimum).

**Note.** – Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have skills in sports or have achieved best performance in sports at national level or they have earned reputation for Sri Lanka by participating in an international competition.

- (d) *Visual Requirement.* – Vision should not be less than 6/12 in each eye, if the vision is 6/6 in one eye and 6/18 in the other eye, will be also accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible for being selected for the service.

- (e) *Other Qualifications.* – Applicants should be unmarried (Divorcees will be considered as unsuitable).

**5. Method of Recruitment.** – Selected applicants will have to pass the Basic Qualification Test conducted by the Sri Lanka Police. Only those who have passed this test can participate in the physical fitness test and should pass that test.

*\* Physical Fitness Test :*

<i>Exercise</i>	<i>Times</i>	<i>Time (minutes)</i>
1. 1,000 meters		06
2. Push ups	15	01
3. Situps	15	01
4. Scott thrush	12	01

\* Those who are successful in the physical fitness test or endurance test will be called for final interview. Only those who score 40% or more will be called for the written test.

The written test consists of two question papers.

- ♦ An essay paper not less than 500 words - within 45 minutes.
- ♦ General knowledge and intelligence test paper - 1 hour.

06. *Medical Examination.*— Applicant must pass the medical test before obtaining his appointment. Medical test is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

*07. Background Inquiries :*

- (a) Applicant's close relations and friends will be inquired, on the conduct of the applicant. Applicants with bad conduct will not be recruited ;
- (b) Providing false information or conceal information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

*08. Implementation of Official Language Policy :*

- \* As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/Provincial Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they entered to the service.

\* Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the language test of secondary level conducted by the Official Language Department.

\* The salary increments of those who fail to pass the second official language within 5 years from the date of appointment will be deferred until a pass is obtained.

09. *Terms of Engagement.*— This post is permanent and pensionable. You are liable to contribute to the Widows'/Widowers' and Orphans' Pension Scheme.

*10. Conditions of Service :*

- (a) This appointment is subject to a three years recruit period ;
- (b) The selected applicants will be required to comply with any rules already made or may hereafter be made to give effect to the language policy;
- (c) They will be subjected to the relevant provisions of the Establishment Code Volume I and II, Financial Regulations, Departmental Orders, and any other orders that may be issued by the Inspector General of Police or by the Government from time to time;
- (d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable for removal from the Police Service ;
- (e) Permission will not be granted to marry prior to being confirmed in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and I. G's Circular No. 1952/2006 of 19.10.2006 and circular (amended) dated 09.08.2007, it is possible to marry showing special reasons and with permission of Inspector General of Police ;
- (f) Applicants on being appointed after the training should serve a recruit period of 03 years in the Sri Lanka Police and if they wish to resign from service before their recruit is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation any amount which was incurred

on the training and uniforms etc., together with any other prescribed payments. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;

(g) Immediately after recruit Women Police Constables have commenced their training at the Police Training College, they should subscribe affirmation/oath to the effect that they comply with the Police code of conduct in terms of the I. G. P.'s Circular, No. 1693/2003 ;

(h) Immediately after recruit Women Police Constables have commencement their training at the Police College, they should subscribe the Oath of allegiance to the public service in terms of the I.G.P.'s Circular, No. 1804/2004 ;

(i) Recruit Women Police Constables who have been confirmed in the post will have opportunities for promotions in terms of the approved schemes of promotions of the Sri Lanka Police.

11.(a) Attention is invited to the general conditions applicable to appointment to posts in the Public Service published in the Section (IIA) of the Part I of this *Gazette* ;

(b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.

12. Applicants should annex copies of the following documents to their application (originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of character (obtained from persons who are not related) ;
- (iii) Certificates substantiating educational qualifications ;
- (iv) Certificates substantiating any outstanding sports or other extra curricular activities ;
- (v) A photocopy of the certificates of services (if available) ;
- (vi) A photocopy of the Identity Card.

13.(a) Applicants who are already in the Public Service must forwarded their applications through the Heads of their respective Departments and they

must be accompanied with a certificate stating that the officer can be released, if selected. The applicants who are not adhere to the above, their applications will be rejected.

(b) Applicants must fill the required particulars in their own hand writing on paper 11" x 8" in size and post them together with the copies of certificates, called for to the address given in paragraph 2 and under no circumstances should applications be handed over personally to any officer in Sri Lanka Police.

14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

**Note.**— No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

PUJITHA JAYASUNDARA,  
Inspector General of Police.

Police Headquarters,  
Colombo 01,  
23rd January, 2017.

SRI LANKA POLICE

For office use

POST OF RECRUIT WOMEN POLICE CONSTABLE  
(SPECIAL TASK FORCE)

SPECIMEN APPLICATION FORM

- 01. (a) Name in full (in block letters) :———. (As stated in the applicant's birth certificate)
- (b) Name with initials :———.
- (c) Post applied for :———.
- 02. National Identity Card No. :———. (Copy of the NIC should be attached)
- 03. Father's name in full :———.
- 04. Place of birth of the applicant :———. Divisional Secretariat to which the place of birth belongs :———. Province :———.
- 05. (a) Present address :———.
- (b) Police Station to which the present address belongs :———.

- (c) Permanent Address :\_\_\_\_\_.
- (d) Police Station to which the permanent address belongs :\_\_\_\_\_.
- (e) Grama Niladari's Division to which permanent address belongs :\_\_\_\_\_.
- Divisional Secretariat :\_\_\_\_\_.
- (f) Telephone No. (Residence) :\_\_\_\_\_.
- Mobile No. :\_\_\_\_\_.
06. (a) Nationality :\_\_\_\_\_.
- (b) Whether you are a Sri Lankan citizen by birth or registration :\_\_\_\_\_.
- (If by registration attach copy of that certificate)
- (c) If you are citizen by birth state the place of birth :—
- (i) Applicant :\_\_\_\_\_.
- (ii) Applicant's father :\_\_\_\_\_.
- (iii) Applicant's paternal grand father :\_\_\_\_\_.
- (iv) Applicant's paternal great grand father :\_\_\_\_\_.
07. Date of Birth :\_\_\_\_\_.
- (Copy of the birth certificate should be attached)
- Age :\_\_\_\_\_ (as at the closing date of applications as per the *Gazette* Notification) :
- Years :\_\_\_\_\_, Months :\_\_\_\_\_, Days :\_\_\_\_\_.
08. Height : Feet :\_\_\_\_\_ Inches :\_\_\_\_\_.
09. Educational qualifications (mention the examinations passed and the copies of the certificates should be attached) :\_\_\_\_\_.
10. Additional qualifications (Copies of the certificates should be attached) :\_\_\_\_\_.
11. Civil status :\_\_\_\_\_.
12. (i) Present employment :\_\_\_\_\_.
- (ii) Are you a member of any armed force ? :\_\_\_\_\_.
13. Do you have special skills and/or qualifications :\_\_\_\_\_.
14. Give names and addresses of two non-related referees to inquire about the applicant :
- (i) \_\_\_\_\_.
- (ii) \_\_\_\_\_.
15. Have you served in the Sri Lanka Police Service before ? (If so, what are the reasons for leaving the service ? give details) :\_\_\_\_\_.

16. (a) Are you serving in any armed service ? (If so your application must be forwarded through the respective Service Commander) :\_\_\_\_\_.
- (b) Have you served in an armed service ? (If so attach a copy of your discharge certificate) :\_\_\_\_\_.
17. (a) Are you serving in a Volunteer Armed Service ? (If so, your application must be forwarded through the respective Service Commander) :\_\_\_\_\_.
- (b) Have you served in Volunteer Armed service ? :\_\_\_\_\_.
- (If so attach a copy of your discharge certificate)
18. Have you been arrested on suspicion of having committed an offence ? Have you been, convicted or brought before the court or punished (If so give details) :\_\_\_\_\_.
19. Has any of your relation been arrested on suspicion of having committed an offence or convicted or brought before the court or punished (If so give details) :\_\_\_\_\_.

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.

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

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

20. Certification of the Head of Department (If applicable) :

This is to certify that the applicant Mr./Miss ..... is serving in ..... the Department/Corporation/Board and if he is selected for the above post, he could be released from service.

\_\_\_\_\_,  
Signature of the Head of the Department  
with the Designation seal.

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

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

## SRI LANKA POLICE

### Post of Police Constable Driver (Special Task Force)

APPLICATIONS are invited from the citizens of Sri Lanka Direct Recruitment for the Post of Recruit Police Constable Driver - Special Task Force in the Sri Lanka Police.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to "Director/Recruitment, Recruiting Office, No. 375, 1st Floor, Sri Sambuddathwa Jayanthi Mawatha, Colombo 06". The application should be sent by the Registered Post to the above address to reach on or before 10.03.2017 and the post applied for should be marked on the top left hand corner of the envelope enclosing the application. Delayed applications will not be entertained and no applications will be issued by the Sri Lanka Police.

3. *Salary Scale.*— Rs. 354,480 - 7 x 3,600 - 27 x 4,440 - Rs. 499,560.00

Salary will be paid from 01.01.2016 to 01.01.2020 as per the Public Administration Circular 3-2016 Schedule II and the above mentioned Salary Scale will be effect from 01.01.2020.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above Salary Scale, they will be paid following allowances :

	<i>Rs. cts.</i>
(a) Cost of living allowance	7,800.00
(b) Incentive allowance	1,500.00
(c) Uniform cleaning allowance	250.00
(d) 1/4 of Monthly Salary	3,570.00
(e) Arduous duty allowances	2,000.00
(f) Combined allowance (350x30 areas where special incentives allowance are paid)	10,500.00
(g) Combined allowance (350x24 areas where special incentives allowance are not paid)	8,400.00

In addition to the above said allowances :

- (a) Free transport facilities.
- (b) Free Medical facilities to officers (Financial assistance can be obtained for medical treatment even in a Foreign Country.).

(c) All uniforms will be provided free of charge.

(d) Facilities to improve skills and talents in sports.

(e) Travelling expenses are provided to undertake duties and money will be granted as rewards for outstanding and arduous duties.

(f) Officers will be entitled to the special allowance only during the period they are attached to the STF consequent to the basic training.

#### 04. *Basic Qualifications Required :*

(a) *Age Limit.*— The age should be 19 and 26 years as at closing date of the applications as per the *Gazette* Notification.

(b) *Educational Qualifications :*

Should have passed 06 subjects including Mathematics and Medium Language in not more than two attempts at the G. C. E. (O/L) Examination. Applicants who are qualified within two attempts should have passed at least 05 subjects (including both Mathematics and Medium Language or at least one, at the first attempt).

**Note 01.**— The subjects passed at the G. C. E. (O/L) Examination is determined as per the subject classification of Department of Examination *i.e.*- Science subject combination of subject number 41 and 44 is considered as one subject and Maths subject combination of subject number 42 and 45 as one subject.

**Note 02.**— If the written test of Technical subject at the G. C. E. (O/L) Examination is failed, it is considered as the Technical subject is failed even though the practical test of the same subject is passed.

**Note 03.**— Since optional Tamil, English and Sinhala subjects are not included in the stream of G. C. E. (O/L) syllabus, passes in any of these subjects will not be accounted as a passed subjects at the G. C. E. (O/L) Examination.

(c) *Physical Requirements :*

- \* Height 05 feet 03 inches (minimum).
- \* Chest 30 inches minimum (in exhalation).

**Note.**– Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have outstanding skills in sports and have achieved excellent performance in sports at national level or have earned reputation for Sri Lanka by participating in an international competition.

(d) *Professional Qualifications :*

- (i) Certificate of competence in driving light or heavy vehicles.
- (ii) At least, one year experience in driving motor vehicles after obtaining the above certificate.

**Note.**– Priority will be given for knowledge of motor mechanism, experience in repairs of vehicles and long term experience in driving vehicles.

\* If any applicant has deformity or any other physical disability which impedes movement of physical limb required for competence in driving will be disqualified, although he has obtained a medical certificate to the effect that he is fit for service.

\* The applicants who have basic qualifications will be tested for their ability for driving and maintaining vehicles. Their knowledge of road rules, traffic signals and basic knowledge of mechanical theories of the vehicle in which the applicant has achieved competence in driving will also be tested.

(e) *Visual Requirement.*– Vision should not be less than 6/12 in each eye. If the vision is 6/6 in one eye and 6/18 in the other eye, will be also accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible for being selected for the service.

(f) *Other Qualifications.*– Applicants should be unmarried (Divorcees will be considered as unsuitable).

5. *Method of Recruitment.*– Selected applicants will have to pass the Basic Qualification Test conducted by the Sri Lanka Police. Only those who have passed this test can participate in the physical fitness test and should pass that test.

\* *Physical Fitness Test :*

\* 1,000 meters      04 minutes

\* Only those who are successful in the physical fitness test will be summoned for the final interview, and those who score 40% or more in the final interview will be summoned for the professional test.

06. *Professional Qualifications :*

6.1 Professional Test will be conducted by the Assistant Director of Police Driving School under the supervision of the Director, Sri Lanka Police College.

6.2 100 marks have been allocated for the professional test. The test will be conducted as follows :

- (a) Competence in driving vehicles - 50 marks
- (b) Road rules manual - 25 marks
- (c) Knowledge on maintenance of vehicles and ability to attend to minor repairs - 25 marks

6.3 *Professional Test.*– Applicants who obtain a minimum of 25 out of the maximum marks of 50 allocated to the eligibility of driving vehicle, a minimum of 12.5 out of the maximum marks of 25 allocated to the knowledge on the road rules manual, a minimum of 12.5 out of the maximum marks of 25 allocated to the maintenance and attending to minor repairs, thus obtaining a total of 50 out of total marks of 100 allocated will be considered as having passed the professional test. Only the candidates who pass the professional test will be invited for the medical test.

**Note.**– Police Constable Drivers who are recruited should obtain certificates to drive Heavy vehicles and pass the Heavy vehicle driving test conducted by the Police College before the end of probation period.

07. *Medical Examination.*– Applicant must pass the medical test before obtaining his appointment. Medical test is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

08. *Background Inquiries :*

- (a) Applicant's close relations and friends will be inquired, on the conduct of the applicant. Applicants with bad conduct will not be recruited ;
- (b) Providing false information or conceal information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

09. *Implementation of Official Language Policy :*

- \* As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/ Provincial Public Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they enter the service.
- \* Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the level 2 of the language test conducted by the Department of Official Languages.
- \* The salary increments of the officers who do not acquire the specific proficiency in the second official language within a period of 05 years from the date of their appointments will be deferred until they obtain qualifications.

10. *Terms of Engagement.*— This post is permanent and pensionable. You are liable to contribute to the Widows'/ Widowers' and Orphans' Pension Scheme.

11. *Conditions of Service :*

- (a) This appointment is subject to a three years recruit period ;
- (b) The selected applicants will be required to comply with any rules already made or may hereinafter be made to give effect to the official language policy;
- (c) They will be subjected to comply with the relevant provisions of the Establishment Code Volume I and II, Financial Regulations, Departmental Orders, and any other orders that may be issued by the Inspector General of Police or by the Government from time to time;

- (d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable to be removed from the Police Service ;
- (e) Permission will not be granted to marry prior to the confirmation in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and I. G's Circular No. 1952/2006 of 19.10.2006 and circular (amended) dated 09.08.2007, it is possible to marry under special circumstances and with the permission of Inspector General of Police ;
- (f) Applicants appointed after the training should serve as recruit period of 03 years in the Sri Lanka Police and if they wish to resign from the service before their probation is over, they should sign a consent agreement to the effect that they are willing to pay any amount which was incurred on the training and uniforms etc., together with any other prescribed payments at the time of tendering their resignations. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;
- (g) Recruit Police Constables drivers should subscribe affirmation/oath to the effect that they comply with the Police Code of conduct immediate after commencing their training in terms of the I. G. P.'s Circular, No. 1693/2003 ;
- (h) Recruit Police Constables drivers should subscribe the Oath of allegiance for a prestigious public service, immediate after commencing their training in terms of the I.G.P.'s Circular, No. 1804/2004 ;
- (i) Recruit Police Constables drivers who have been confirmed in the post will have opportunities for promotions in terms of the approved schemes of promotions of the Sri Lanka Police.

- 12. (a) Attention is drawn to the general conditions applicable to appointments to posts in the Public Service published at the beginning of the Section (IIA) of the Part I of this *Gazette* ;
- (b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.



13. Applications should accompany copies of the following documents (originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of character (obtained from persons who are not related) ;
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of sports with outstanding records or other extra curricular activities ;
- (v) A photostat copy of the certificates of service experience (if available) ;
- (vi) A photostat copy of the Identity Card ;
- (vii) A photostat copy of the valid driving licence.

14.(a) Applicants who are already in the Public Service must forward their applications through the Heads of their respective Departments and they must be accompanied with a certificate stating that the officer can be released if selected.

(b) Applicants must fill the required particulars in their own hand writing on a paper of 11" x 8" in size and post them together with the copies of certificates, to the address given in paragraph two and under no circumstances should applications be handed over personally to any officer.

15. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

**Note.**– No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

PUJITHA JAYASUNDARA,  
Inspector General of Police.

Police Headquarters,  
Colombo 01.

SRI LANKA POLICE

POST OF RECRUIT POLICE CONSTABLE DRIVER  
(SPECIAL TASK FORCE)

SPECIMEN APPLICATION FORM



(For office use)

01. (a) Name in full (in block letters) :\_\_\_\_\_  
(As stated in the applicant's birth certificate)

(b) Name with initials :\_\_\_\_\_.

(c) Post applied for :\_\_\_\_\_.

02. National Identity Card No. :\_\_\_\_\_  
(Copy of the NIC should be attached)

03. Father's name in full :\_\_\_\_\_.

04. Place of birth of the applicant :\_\_\_\_\_  
Divisional Secretariat to which the place of birth belongs :\_\_\_\_\_  
Province :\_\_\_\_\_.

05. (a) Present address :\_\_\_\_\_.

(b) Police Station to which the present address belongs :\_\_\_\_\_.

(c) Permanent Address :\_\_\_\_\_.

(d) Police Station to which the permanent address belongs :\_\_\_\_\_.

(e) Grama Niladari's Division to which permanent address belongs :\_\_\_\_\_  
Divisional Secretariat :\_\_\_\_\_.

(f) Telephone No. (Residence) :\_\_\_\_\_  
Mobile No. :\_\_\_\_\_.

06. (a) Nationality :\_\_\_\_\_.

(b) Whether you are a Sri Lankan citizen by birth or registration :\_\_\_\_\_.

(If by registration attach a copy of that certificate)

(c) If you are citizen by birth state the place of birth :–

(i) Applicant :\_\_\_\_\_.

(ii) Applicant's father :\_\_\_\_\_.

(iii) Applicant's paternal grand father :\_\_\_\_\_.

(iv) Applicant's paternal great grand father :\_\_\_\_\_.

07. Date of Birth :\_\_\_\_\_.

(Copy of the birth certificate should be attached)

Age :\_\_\_\_\_.

(as at the closing date of applications as per the *Gazette* Notification) :

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

08. Height : Feet :\_\_\_\_\_. Inches :\_\_\_\_\_.  
Chest (inches) :\_\_\_\_\_.

09. Educational qualifications (mention the examinations passed and the copies of the certificates should be attached) :\_\_\_\_\_.

10. (a) Driving Licence No. :\_\_\_\_\_.  
 (b) Date of Issue :\_\_\_\_\_.  
 (c) Classes competent to drive :\_\_\_\_\_.  
 (Attach a photostat copy of the Driving Licence)
11. Additional qualifications (Copies of the certificates should be attached) :\_\_\_\_\_.
12. Civil status :\_\_\_\_\_.
13. (i) Present employment :\_\_\_\_\_.  
 (ii) Are you a member of any armed force ? :\_\_\_\_\_.
14. Do you have special skills and/or qualifications :\_\_\_\_\_.
15. Give names and addresses of two non-related referees to inquire about the applicant :  
 (i) \_\_\_\_\_.  
 (ii) \_\_\_\_\_.
16. Have you served in the Sri Lanka Police Service before ? (If so, what are the reasons for leaving the service ? give details) :\_\_\_\_\_.
17. (a) Are you serving in any armed service ? (If so your application must be forwarded through the respective Service Commander) :\_\_\_\_\_.
- (b) Have you served in an armed service ? (If so attach a copy of your discharge certificate) :\_\_\_\_\_.
18. (a) Are you serving in a Volunteer Armed Service ? (If so, your application must be forwarded through the respective Service Commander) :\_\_\_\_\_.
- (b) Have you served in Volunteer Armed service ? :\_\_\_\_\_.  
 (If so attach a copy of your discharge certificate)
19. Have you been arrested on suspicion of having committed an offence ? Have you been, convicted or brought before the court or punished (If so give details) :\_\_\_\_\_.
20. Has any of your relation been arrested on suspicion of having committed an offence or convicted or brought before the court or punished (If so give details) :\_\_\_\_\_.
- I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.
- \_\_\_\_\_,  
 Signature of the Applicant.
- Date :\_\_\_\_\_.
21. Certification of the Head of Department (If applicable) :
- This is to certify that the applicant Mr./Miss ..... is serving in ..... the Department Corporation/ Board and if he is selected for the above post, he could be released from service.
- \_\_\_\_\_,  
 Signature of the Head of the Department with the Designation seal.
- Designation :\_\_\_\_\_.
- Date :\_\_\_\_\_.
- 02-460/4

## Examinations, Results of Examinations &c.

### MINISTRY OF EDUCATION

#### Link Language (English) Examination for Sri Lanka Teacher Educators' Service - 2017

THIS is to notify the Link Language (English) Examination - 2017 for officers in Sri Lanka Teacher Educators' Service will be conducted in April 2017 in Colombo as per the Service Minute of Sri Lanka Teacher Educators' Service No. 1925/37 of 28th July 2015.

02. Every officer in Sri Lanka Teacher Educators' Service shall obtain the competency in the link language within three (03) years from the date of appointment. An officer will be exempted from passing the English Language requirement if the particular officer has either obtained at least a credit or a higher pass for Link Language (English) examination or has been recruited to the service in English medium. Other officers may pass this examination.

03. The syllabus and other provisions pertaining to this examination are published in the *Gazette Extraordinary*

No. 1925/37 of 28th July 2015 of Democratic Socialist Republic of Sri Lanka. The particular syllabus and other provisions are given below for the ease of the candidates.

(a) Examination procedure - Syllabus is as follows :

Subject Number	Subject	Marks	Time (hours)
01	English Language	100	02 hours

*English Grammar*:- A suitable level of proficiency on the following forms of grammar in the spoken and the written language is expected from the candidate :

- Tense and Number
- Sentences (Simple/compound/complex/compound complex)
- Relative Clauses
- Reported Speech
- Adjectives and Adverbs
- Determiners
- Prepositions

(ii) *Writing Skills*:- The knowledge on the modern formats and styles of writing is tested in this area of study :

- Essay Writing
- Summary Writing Skills
- Report Writing Skills
- Letter Writing

(iii) *Reading Skills*:- Candidates' ability to comprehend a printed text, infer meaning and written interpretation is expected :

- Reading and understanding the specific and general meaning of a printed text.
- Reading and interpretation (written)

04. A candidate should obtain at least 40% or more marks to obtain a pass.

4.1 Secretary, Ministry of Education will be handed over the result sheet inclusive of results of all candidates sat the examination. The Commissioner General of Examinations may not issue personal result sheets to candidates respectively.

05. Applications should be prepared as per the specimen application containing 01 to 04 on the first page and the rest on the second page using both sides of one A4 size paper and should be filled with own handwriting clearly. Applications, inconsistent with the specimen application and incomplete applications will be rejected without notice. In additions, the candidate may examine whether the completed application is consistent with the specimen application. If not, the application will be rejected. When preparing the application, the topic which is the name of the examination is needed to be indicated in English in Sinhala and Tamil applications apart from indicating in Sinhala and Tamil languages respectively.

06. The examination will be conducted by the Commissioner General of Examination and candidates are entitled to adhere to rules and regulations enforced by him. Rules and regulations pertaining to the examination are published at the end of this notification.

07. Application should be sent through the President/ Zonal Director of Education by registered post to reach the Commissioner General of Examinations. Organizations and Foreign Examinations Branch, Sri Lanka Department of Examinations, P. O. Box, 1503, Colombo on or before 09th March 2017. Applications sent after this date will be rejected.

08. The Commissioner General of Examinations may issue admissions for the examination to candidates submitted accurately completed application on or before the closing date of the applications after paying examination fees and with the relevant invoice (if applicable only). Sri Lanka Department of Examination may publish a newspaper notification as soon as admissions are issued to candidates. If admissions are not received even after two (2) or three (3) days from the issuance, the same should be informed to Sri Lanka Department of Examinations. Name in full, Address, National Identity Card Number and the examination applied by the candidate should be indicated when notifying. It would be profitable to include a fax number in the request letter to send the admission if the candidate is from a remote area. In addition, the copy of the application in applicant's possession, copy of the invoice paying the examination fee if applicable should also be ready to submit if required to prove the candidature. Issuance of an admission to a candidate cannot be considered as an acceptance of fulfilling qualifications to appear the examination.

09. No complaints of candidates (submitted later) fail to fulfill the requirements appearing in paragraph 08 will be considered.

- (i) A candidate shall appear the examination under the admission number prescribed at the precise examination hall. Every candidate sitting the examination shall hand over their admission with the certification of signature to the head of the examination hall. A candidate not submitting the admission shall not be permitted to sit the examination.

10. It is the responsibility of the candidates to submit evidence to prove their identity at the examination hall. Either of the followings can be utilized for the purpose :

- (i) National Identity Card issued by the Commissioner for Registration of Persons,  
(ii) A valid passport.

11. Examination Fees :

- (a) Fees charged for this examination will not be refunded under any circumstances and will not be transferred for any other examination either.  
(b) No examination fee will be charged at the first instance.  
(c) After that Rs. 250 per sitting will be charged.

The invoice obtained paying this examination fee to be credited to income heading 2003-02-13 of the Commissioner General of Examinations, should be pasted where applicable firmly. Keeping a copy of the invoice will be useful. No money orders or stamps will be accepted for the examination fee.

12. Candidates are subject to rules and regulations enforced by the Commissioner General of Examinations in conducting the examination. The candidate shall be subject to a penalty enforced by the Commissioner General of Examinations if violated the said rules and regulations.

13. The Secretary of the Ministry of Education holds the right to decide any particular fact not covered by this notification.

SUNIL HETTIARACHCHI,  
Secretary,  
Ministry of Education.

Isurupaya,  
Battaramulla,  
On the 25th day of January, 2017.

SPECIMEN APPLICATION

LINK LANGUAGE (ENGLISH) EXAMINATION FOR OFFICERS IN  
SRI LANKA TEACHER EDUCATORS' SERVICE - 2017

*(Submit the Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Sri Lanka Department of Examinations, P. O. Box 1503, Colombo through President/Principal of Teachers' Colleges/Manager of Teachers' Centres by registered post. Name of the examination should be indicated on the top left hand corner of the envelope containing the application)*

01. (i) Name in full (in block letters) :\_\_\_\_\_.  
(Ex. : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)  
(ii) Name with initials placing initials at the end (in block letters) :\_\_\_\_\_.  
(Ex. GUNAWARDHANA, H. M. S. K.)  
(iii) Name in full (In Sinhala/Tamil) :\_\_\_\_\_.

02. (i) Grade in Sri Lanka Teacher Educators' Service :\_\_\_\_\_.  
(ii) College of Education/Teachers' College/ Teachers' Centre :\_\_\_\_\_.  
(ii) Zonal Office of Education :\_\_\_\_\_.  
(Only for officers in Teachers' College/Teachers' Centres)

03. Address :  
(i) Personal :\_\_\_\_\_.  
(ii) Official :\_\_\_\_\_.  
(iii) Address to which admissions should be sent (in block letters) :\_\_\_\_\_.  
(iv) Official contact number :\_\_\_\_\_.

04. (i) National Identity Card No. :

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- (ii) Date of Birth :

Year 

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 Month 

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 Date 

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- (ii) Gender :

Male - 0 

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Female - 1 

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(Write in the relevant cage)

05. Details of the invoice obtained by paying examination fees :  
Invoice No. : \_\_\_\_\_.  
Post Office : \_\_\_\_\_.  
Date : \_\_\_\_\_.

dated 28th July, 2015. The said syllabus and other relevant provisions are as follows for the ease of use.

An officer may sit the prescribed subjects of the efficiency bar examination at one sitting or at several instances.

Paste the invoice herewith

06. This is to state the above particulars are accurate. I do agree with the rules and regulations imposed by the Commissioner General of Examinations pertaining to the examination.

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

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

07. Commissioner General of Examinations :

This is to certify the candidate whose information is given, is an officer in my College of Education/Teachers' College/Teachers' Centre. In addition, I do herewith certify the candidate is free from examination fees/has affixed the invoice for paying examination fees firmly and accurately.

\_\_\_\_\_,  
Signature of the President/Principal  
of Teachers' College/Manager of  
Teachers Centre/Zonal Director of  
Education.

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

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

(Confirm with the official stamp)

(Write off where irrelevant)

02-505/1

## MINISTRY OF EDUCATION

### Efficiency Bar Examination for the Officers in Grade III of Sri Lanka Teacher Educators' Service - 2017(1)

EFFICIENCY Bar Examination for the officers in Grade III of Sri Lanka Teacher Educators' Service will be held in the month of May, 2017 in Colombo.

2. The syllabus and other relevant provisions for this examination have been published in Gazette Extraordinary No. 1925/37 of Sri Lanka Democratic Socialist Republic

(a) Examination Procedure - Following are the subjects of the efficiency bar examination.

(i) Subject No. 01 - General Management and Establishments Activities.  
Marks 100 - 1 1/2 hours

(ii) Subject No. 02 - Financial Regulations  
Marks 100 - 1 1/2 hours

(iii) Subject No. 03 - Educational Reforms and Education Law  
Marks 100 - 2 hours

(iv) Subject No. 04 - English Language  
Marks 100 - 2 hours

### Syllabus :

(i) General Management and Establishments Activities. Having special attention on chapters i, ii, iii, iv, v, vii, viii, ix, xii, xiv, xxiv, xxviii and xxxi of the Establishments Code ;

*And*

Having special attention to chapters i, iii, iv, v, vi, viii, x and xii of the procedural rules of Public Service Commission.

(ii) Financial Regulations :  
Having special attention to chapters i, ii, v, viii, xii and xiv of Part I of Government Financial Regulations.

(iii) Educational Reforms and Education Law :  
Candidates are expected to have knowledge on following Ordinances and Parliamentary Acts.

(i) Educational Reforms of 1972 (New Path of Education)

(ii) Educational White Paper 1981

(iii) First report of National Education Commission 1992

(iv) New Educational Reforms 1997

(v) New Educational Reforms implemented from 1999 (Primary, Secondary and G. C. E. (A/L)).

- (vi) Public Examinations Act, No. 25 of 1968 revised by the Public Examinations (revised) Act, No. 15 of 1976.
- (vii) National Education Institutions Act, No. 28 of 1986.
- (viii) Education Institutions Act, No. 30 of 1986.
- (ix) National Education Commissions Act, No. 19 of 1991.
- (x) National Teacher Education Authority Act, No. 32 of 1997.
- (xi) Constitution of Sri Lanka with special attention to 13th amendment and Chapter 3 on Fundamental Rights.
- (xii) Conventions enforced by Provincial Councils relevant to Education.
- (iv) *English Language:*  
This is to assess the English Language Competence of the following subject areas.
- English Grammar – Tense and Number, Sentences (Simple/Compound/Complex/Compound Complex), Relative Clauses, Adjectives and Adverbs, Prepositions.
  - Listening and Speaking Skills – General Greetings and Introductions, giving and getting information, advising, Suggesting and Expressing opinions, Telephone skills, interviewing skills, meetings.
  - Writing Skills – Internal modes of communication, Formal Correspondence Skills, Writing Descriptions/Explanations, Summary writing skills, Report writing skills.
- N.B.* - At least 40 marks per question paper should be obtained by the candidates in order to get through the efficiency bar examination. A candidate may sit one or more subjects per sitting and pass.

The requirement of passing the subject of English under this efficiency bar will be exempted when the degree, postgraduate diploma or postgraduate degree has been followed in English medium.

### 3. *Language medium of the examination :*

- (i) This examination will be conducted in Sinhala, Tamil and English media. No permission will be

given to change the language medium applied later on.

- (ii) A candidate entered the government service through a competitive examination should consider/select the language medium for this examination as the language medium appeared for his/her competitive examination and a candidate entered the government service without a competitive examination should select the language medium for this examination as the language medium he/she was eligible to be appeared to the examination to enter the government service.

4. If a candidate is revealed to have appeared the examination through a language medium not entitled to his/her candidature will be cancelled.

5. Application should be prepared as per the specimen appeared herewith on a A4 size paper using both sides as heading numbers 01 to 05 on the first side and rest on the other side. When preparing the application, the name of the examination on the topic should be indicated in English as well apart from Sinhala and Tamil applications respectively. Applications inconsistent with specimen application and in completed application will be rejected without notice. It will be useful to keep a photocopy of the application.

6. This examination will be conducted by the Commissioner General of Examinations in Colombo and the candidates are bound to adhere to rules and regulations imposed by him.

7. Applications should be sent by registered post on or before 17th March of 2017 to “Commissioner General of Examinations, Organizations and Foreign examinations Branch, Sri Lanka Department of Examinations, P. O. Box 1503, Colombo”. Any application sent after this date will be rejected “Efficiency Bar Examination for Officers in Grade 2-II of Sri Lanka Teacher Educators’ Service” should be indicated on the top left hand corner of the envelope containing the application.

8. The Commissioner General of Examinations may issue admissions to candidates submitted accurately completed applications on or before the closing date appeared on the notification. Sri Lanka Department of Examinations may publish a newspaper notification as soon as admissions are issued by the Commissioner General of Examinations to the applicants.

If the application was not received at least prior to 03 days to the date of the examination appeared in the notification, the Department of Examinations should be notified as

indicated in the notification. It should be successful to notify Sri Lanka Department of Examinations through fax along with certified photocopies of the application and the invoice of paying examination fees in your possession, the invoice of paying examination fees when posting it as well as a fax number to send the admission if you are in a remote place from Colombo.

9. Complaints submitted by candidates unable to fulfill the requirements indicated in paragraph 08 above will not be dealt with later on.

10. Applicants' signature should be certified in both the application and the admission for the examination. A candidate applying through a particular head of an institution or an officer authorized by him should get the signature certified by the same officer. The admission on which the signature is certified should be submitted to the head of the examination hall on the date of inauguration of the examination. No applicant unable to submit their admission shall be permitted to sit the examination.

11. It is the responsibility of the candidates to submit evidences to prove their identity at the examination hall and either of the following documents will be valid for the purpose :

- (i) National Identity Card issued by the Commissioner for Registration of Persons,
- (ii) A valid passport.

12. issuance of an admission to the examination cannot be considered as fulfilling the qualifications to appear the examination.

13. The candidates so appearing the examination shall pay examination fees on the following basis :

- (i) No fees will be charged for the whole or part of the examination from those appearing the examination for the first time.
- (ii) When not appearing the examination for the first time following examination fees will be applicable :

Fees for the whole examination - Rs. 500  
Fees per subject - Rs. 250

The invoice obtained to the name of the applicant by paying the examination fees in cash to any post/sub post office in the island to be credited to the government income

under income heading 2003-02-13 of Commissioner General of Examinations, should be pasted on the precise place of the application from one side of the voucher firmly. In addition, keeping a photocopy of the same will be important. No money orders or cash will be accepted as examination fees and the fees paid for the examination will not be refunded or transferred to any other examination in no circumstances.

14. Sri Lanka Department of Examinations may hand over the Secretary, Ministry of Education, a list of results of all the applicants, sat the examination.

15. If there is an inconsistency among languages of this notification published in the languages Sinhala, Tamil and English, it is considered Sinhala medium notification is accurate at that occasion.

16. The decision of the Secretary to the Ministry of Education will be the final decision on any matter not provided by this examination notification.

SUNIL HEATTIARACHCHI,  
Secretary,  
Ministry of Education.

Isurupaya,  
Battaramulla,  
On the 25th day of January, 2017.

### SPECIMEN APPLICATION

EFFICIENCY BAR EXAMINATION FOR OFFICERS IN GRADE III OF  
SRI LANKA TEACHER EDUCATORS' SERVICE – 2017(I)

*Application should be submitted through the Head of the Institution by registered post to "The Commissioner General of Examinations, Organizations and Foreign Languages Branch, Sri Lanka Department of Examinations, P.O. Box 1503, Colombo" (Name of the examination should be appeared on the top left hand corner of the envelope)*

Medium of the Examination :

Sinhala	-	1	<input type="checkbox"/>
Tamil	-	2	
English	-	3	

(Write in the relevant cage)

01. (i) Name in full (in block letters) : \_\_\_\_\_.  
(Eg. : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

(ii) Name with initials placing initials at the end (in block letters) : \_\_\_\_\_.  
(Eg. : GUNAWARDHANA, H. M. S. K.)

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

I do herewith agree to rules and regulations enforced by the Commissioner General of Examinations with regard to conducting the examination.

02. (i) Date of birth :

Year     Month   Date

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

(ii) National Identity Card No. :

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

(iii) Gender : Male - 0   
Female - 1   
(Write in the relevant cage)

Commissioner General of Examinations,  
Sri Lanka Department of Examinations,

03. (i) Designation : \_\_\_\_\_.

(ii) Colleges of Education/Teachers' Colleges/  
Teachers' Centres working at and the address (in  
block letters) (Admissions will be sent to this  
address) : \_\_\_\_\_.

I do hereby certify that the candidate whose details are furnished above possess qualifications to appear this examination and has qualifications to sit the examination in the language medium he/she has indicated as per the paragraph 03 of the *Gazette* Notification. In addition, I do herewith certify the candidate is free from examination fees /has affixed the invoice for paying.

04. Personal Address (in block letters) : \_\_\_\_\_.

05. Subjects applied for should be clearly indicated with subject number and subject stated under (a) of second paragraph in the notification :

\_\_\_\_\_,  
Signature and Designation of the President/  
Teachers' Principal/Head of the Centre  
(Confirm with the official stamp)  
(Write off where irrelevant)

Subject No.	Name of the subject
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

02-505/2

06. If appeared the whole or part of the examination previously, indicate those subjects, year appeared and medium :

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

07. Examination fee paid. Details of the invoice obtained by paying examination fees :-

Invoice No. : \_\_\_\_\_.

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

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

08. I do herewith state that the particulars furnished above are accurate and have rights to appear this examination in the language medium indicated as per paragraph 03 in the *Gazette* Notification. In addition,

## MINISTRY OF WOMEN AND CHILD AFFAIRS

### Open Competitive Examination for Recruitment of Counseling Officers, Grade II in Field/Office Based Officer – Segment 2 – 2016(2017)

APPLICATIONS are called for the open competitive examination from qualified citizens of Sri Lanka to recruit suitable persons for the three (03) vacancies in the Post of Grade II Class 2 of Counseling officer (Jaffna, Kilinochchi and Batticaloa). By the order of the Secretary in the Ministry of Women and Child Affairs.

1. *Method of Recruitment.* - Written examination will be conducted by Department of Examination and candidates who satisfy the prescribed qualification will be recruited on merit on the results of the written examination.

#### 2. *Terms of engagement :*

(i) This post is permanent and pensionable. The selected candidates are liable to contribute to the Widows/Widowers' and Orphans' Orphans' Pension Scheme.



- (ii) This appointment is subject to probationary period of three years. First Efficiency Bar Examination shall be passed within three years from the date of recruitment for the post of counseling officer Grade II.
- (iii) In accordance with Public Administration Circular No. 01/2014 dated 21.01.2014 all officers appointed must achieve other state languages efficiency within the five years of appointed to state service in addition to state language of recruited to public service and officers recruited other than an official language must achieve due official language proficiency within the probation period.
- (iv) This appointment is subject to the Procedural Rules of the Public Service Commission, Establishments Code, Financial Regulations, Departmental Orders and any other regulations and orders issued from time to time by the Government.

### 3. Recruited Qualifications :

#### 3.1 Educational Qualifications :

Should have obtained a degree with Sociology or Psychology from University recognized by the University Grants Commission and shall have obtained a Post Graduate Diploma in Counseling or one (01) year Diploma from an Institution recognized by the Government.

#### 3.2 Experience :

Shall have professional experience of one (01) year in Counseling.

#### 3.3 Physical Fitness :

Every candidate should be in good mental and physical order to serve in any part of the island and to discharge the duties and functions of the post.

#### 3.4 Other Qualifications :

- (i) Should be a citizen of Sri Lanka,
- (ii) Applicants should have excellent moral character,
- (iii) Applicants should have fulfilled the required qualifications in every respect referred to in this notice of calling for applications, as at the closing date of applications.

4. *Age limit.*- Applicants should not be less than 21 years and not more than 35 years of age as at the closing date of applications. Accordingly birthday of applicants should be on or before the date of 09.03.1996 and on or after the date of 09.03.1982.

5. *Salary Scale.*- Monthly Salary Scale of Rs. 34,605 -10x660 – 11x755 – 15 x930 – Rs. 63,640 is entitled to the post (MN 5-2016 salary group in Public Administration Circular No. 03/2016 dated 25.02.2016).

6. *Method of Recruitment.*- Recruitments will be made based on the result of a written test. Examination will be held in Sinhala, Tamil and English Media. Appointments shall be made strictly on the order of the merit in order to fill the number of vacancies allocated for the competitive examination.

#### 6.1 Written Test :

Question Paper	Duration	Maximum mark level	Pass marks
Aptitude Test	01 hour	100	50%
General Knowledge	01 hour	100	50%

#### 6.2 Syllabus for the exam :

Question paper	Subject
Aptitude Test	There are 50 questions in the form of multiple choice and short answers in order to test the candidate's rational and analytical skills and to test the decision making ability. The candidate shall have to answer all the questions.
General Knowledge	A common paper to test the general knowledge on timely important incidents in cultural, social, economical, political, technological, scientific, at sports and environmental fields in national and international level. The question paper will consist of 50 question of multiple choice and short answers. All the questions should be answered.

6.3 *The interview :*

Interview will be held only to verify qualifications of the candidates (It is compulsory to fulfill all the qualifications mentioned in this notice)

6.4 *Release of the Results of the Examination :*

The result sheet prepared based on skills and marks obtained from the written test will be issued to the Secretary to the Ministry of Women and Child Affairs. Result of the Examination will be forwarded to every candidate who have sat for the examination personally or published in the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk)

7. *Examination Fees.*- Examination fee is Rs. 400. This fee can be paid to any Post/Sub Post Office under the head 2003-02-13 of the Commissioner General of Examination. The receipt obtained should be affixed in the relevant cage of the application so as not to be detached. It is advisable to keep a photocopy of the receipt for future reference. Under no circumstances the examination fee will be refunded and money orders and stamps are accepted.

8. *Applications.*- Applications should be prepared in the following manner using both side of A4 size paper according to the specimen application at the end of this notice.

(a) Nos. 1 to 3 should appear on the 1<sup>st</sup> page and from No. 04 on words should appear on the other pages, the application could be typewritten but it should be filled in correctly and legibly by candidate's own handwriting the title of the examination appearing in the specimen in should be indicated English language as well, on both Sinhala and Tamil application forms.

(b) Applications which are incomplete and not prepared in accordance with the specimen form will be rejected without any notice. Applications of those who haven't paid examination fee on or before due date will also be rejected. Candidates should be responsible for any loss incurred by them due to incomplete applications. It is the responsibility of the candidate to make sure that the application form perfected by him/herself complies with the specimen given in the examination notice and further it would be advisable to keep a photocopy of the completed application form.

8.2 This examination will be held on 2017 may in Colombo.

8.3 Issue of on admission card to a candidate to sit the examination does not mean to have accepted that he/she possesses all the qualifications for this post.

8.4 Duly filled applications should send by registered post to reach the 'Commissioner General of Examination, Organization and Foreign Examination Branch, Department of Examination Sri Lanka, P. O.Box 1503, Colombo on or before 09.03.2017 'Open Competitive Examination for Counseling Officers, Grade 2 in field /office based officer segment 2 to the Ministry of Women and Child Affairs 2016' should be indicated at the top left hand corner of the envelope in which the application is enclosed.

*Note.-* No complaints regarding lost applications in the post and delay submissions will not be entertained.

8.5 The signature of external candidates should be attested by a principal of a government school Justice of Peace, Commissioner of Oath, Notary Public, Commissioned Officer of Three Armed Forces or an officer holding a staff grade permanent post in public service or Provincial Public Service whose annual salary is not less than Rs. 292,080.

8.6 The Commissioner General of Examination will issue admission cards along with copies of the time table to all candidates who have paid the relevant fees, whose applications have been filled properly and received on or before the closing date and attested by Head of the department if relevant. A notification will be published in news papers as soon as the admission card at least before 05 days from the date on which the examination to be held as per the notice, he/she should inquire from the department of examination. During these inquires the applicant should mention name of the examination, full name of the applicant, address and National Identity Card Number and address. It may be more effective to submit a fax number if any, along with the other information to obtain a copy of the admission card if you are outside Colombo. It will be benefitted if you can produce a copy of the application, a copy of the receipt obtained after paying examination fee and

the receipt obtained after sending the application by registered post during inquiries.

# SPECIMEN APPLICATION FORM

8.7 Candidate should sit under due examination number in examination hall which is entitled for him/her. Candidates appearing for the examination should get their signatures on the admission cards attested in advance and produce to the supervisor of the examination hall. Candidates without admission cards will not be permitted to sit the examination.

For office use only

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT OF  
COUNSELING OFFICERS, GRADE II IN FIELD/OFFICE BASED  
OFFICER – SEGMENT 2 MINISTRY OF WOMEN AND CHILD  
AFFAIRS – 2016(2017)

Medium of examination :

Sinhala - 2

Tamil - 3

English - 4 (Write the relevant number in the cage)

09. *Identity of the candidates.* - Candidates must prove identity to the satisfaction of the invigilator and one of the following documents will be accepted.

(i) The National Identity Card issued by the Commissioner of the Department of Registration of Persons.

(ii) A valid passport.

10. *Furnishing false information.* - If the candidate is found to be ineligible, his candidature is liable to be cancelled at any stage prior to or during or after examination. If it is found that any information furnished by a candidate is false he/she is liable to dismissal at any time from the public service.

11. Candidates shall be bound by the rules and regulation imposed by the Commissioner General of Examination for the purpose of conducting examination and they shall be liable to be subjected to any punishment imposed by Commissioner General of Examination for violation of these rules and regulation.

Appointment and any matter not referred to herein will be decided by Secretary to the Ministry of Women and Child Affairs.

**Note.** - if there is any inconsistency among Sinhala, Tamil and English texts of this notice then Sinhala texts shall be accepted.

CHANDRANI SENARATHNE,  
Secretary.

Ministry of Women and Child Affairs,  
5<sup>th</sup> Floor,  
Sethsiripaya II phase,  
Battaramulla.

01. 1.1 Full Name (In block capital) : \_\_\_\_\_.

(Ex. : HERATH MUDIYANSELAGE SAMAN  
KUMARA GUNAWARDHANA)

1.2 Name with initials indicating initials at the end  
: \_\_\_\_\_.

(In block capitals)

Ex. : GUNAWARDHANA H. M. S. K.

1.3 Full name (In Sinhala/Tamil) : \_\_\_\_\_.

1.4 National Identity Card Number :

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1.5 Gender :

Female - 1

Male - 0

(write the relevant number in the cage)

02. 2.1 Permanent Address (In block capitals) : \_\_\_\_\_.

2.2 Permanent Address (In Sinhala/Tamil) : \_\_\_\_\_.

2.3 Address to which admission card to be posted (In block capitals) : \_\_\_\_\_.

2.4 Telephone Number :

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03. 3.1 Marital Status :

Married - 1 Unmarried - 2

(write the relevant number in the cage)

3.2 Date of Birth :

Year :  Month :  Date :

3.3 Age as at closing date :

Years :  Months :  Days :

3.4 State whether a citizen of Sri Lanka ? :\_\_\_\_\_  
By decent or by Registration :\_\_\_\_\_.

Commissioner General of Examination for the purpose of holding this examination.

04. Educational Qualifications :

University	Degree	Valid Date	Subjects

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

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

08. Attestation of Applicant's Signature :

I certify that Mr./Mrs./Miss ..... is known to me personally and he/she placed his/her signature in my presence on ..... and further receipt to the value of examination fee have been affixed.

05. Have you being convicted for any offense by a court :  
"YES" please specify :\_\_\_\_\_.

\_\_\_\_\_,  
Signature and Official Frank of the  
Attesting Officer.

06. Particulars on the receipt obtained by paying the examination fees :\_\_\_\_\_.

- (i) Post/sub post office which the examination fee was paid :\_\_\_\_\_.
- (ii) Receipt number and date : Number :\_\_\_\_\_  
Date :\_\_\_\_\_.
- (iii) Amount :\_\_\_\_\_.

Name of the Officer Attesting the Signature :\_\_\_\_\_  
Date :\_\_\_\_\_  
Designation :\_\_\_\_\_  
Address :\_\_\_\_\_.

09. Certificate of the Head of the Department : Only for the applicants in Public/Provincial/State Co-operative Service :

Receipt is to be affixed here so as to be detached

07. Certificate of the candidate :

I declare that the particulars furnished above are true and correct to the best of my knowledge. I hereby agree to bear the adverse effect which may cause due either to not filling or filling incorrectly a certain part of the application. If any particulars contained herein are found to be false or incorrect. I am liable to disqualification, if detected before selection and to dismissal without compensation, if detected after appointment. I will not change any information mentioned here at a later occasion. I hereby agree to abide by all the condition imposed by the

The application of Mr./Mrs./Miss..... by ..... who is serving in this Ministry/ Department as ..... is recommended and forward herewith. He/she could be released from his/her present post, if selected for the position.

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

Name :\_\_\_\_\_  
Date :\_\_\_\_\_  
Designation :\_\_\_\_\_  
Address :\_\_\_\_\_  
(Place Official Frank)

02-503