

N. B.— (i) Parts II and IV(A) of the *Gazette* No. 2,029 of 21.07.2017 were not published.

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

අංක 2,030 — 2017 ජූලි මස 28 වැනි සිකුරාදා — 2017.07.28

No. 2,030 — FRIDAY, JULY 28, 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)

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**Note.**— K. K. Piyadasa Foundation (Incorporation) Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of July 21, 2017.

#### 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 18th August, 2017 should reach Government Press on or before 12.00 noon on 04th August, 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.

## Posts – Vacant

### NATIONAL SECRETARIAT FOR ELDERS

#### Internal Auditor

APPLICATIONS are invited from the qualified applicants for filling the above Vacancy.

01. *Minimum qualifications.*– Recruitment of External candidates :

1. A Degree in Management or subject field of Commerce from a University, recognized by the University Grant Commission ;

or

Qualifying the Intermediate Examination of the Institute of Chartered Accountants of Sri Lanka (ICASL) ;

or

Qualifying the Intermediate Examination of the Chartered Institute of Management Accountants (CIMA) ;

or

Qualifying the Intermediate Examination of the Association of Chartered Certificated Accountants (ACCA) ;

or

Higher National Diploma in Accountancy (HNDA) - Sri Lanka

Institute of Advanced Technological Education (SLIATE)

and

The minimum one (01) year experience in the subject field related to the post after obtaining the qualifications.

Recruitment of the Internal candidates (following 1 or 2 qualifications)

- (1) Completion of above qualifications required for the external candidates.
- (2) Completion of minimum five (05) years satisfactory service in a post related to the field in (Junior Management) JM Service Category.

02. *Salary :*

1. Salary Scale : MM 1-1 - 2006 A  
Rs. (53,175 - 10 x 1,375 - 15 x 1,910 - Rs. 95,575).  
Adjustments would be done subject to the New salary revisions in accordance with the Management Services Circular No. 02/2016.

03. *Nature of appointments.*– Regulations on Employment -

1. This post is permanent.
2. The benefits of the Employees' Provident Fund (EPF) and The Employees' Trust Fund (ETF) could be availed by the qualified post holder.

04. *Regulations on Service.*– Selected candidates will be subject to the provinces as stipulated in the Protection of the Rights of Elders Act, No. 09 of 2000 and general conditions, regulations and rules governing appointments to the government service and any amendments made or to be made thereafter to the said regulations and rules.

05. *Age limit.*– Not less than 22 years and not more than 45 years on the closing date of the applications. The upper age limit does not apply to internal candidates.


06. *Method of Recruitment.*– Selection will only be made on merit at a structured interview.

07. *Deadline for accepting applications.*– Applicants should have completed the required period of time by the closing date of applications.

08. *Date of request.*– Candidates should send their applications with all the necessary biographical data under the registered cover to reach on or before 11.08.2017 to the following address. The post should be mentioned at the top left hand corner of the envelope. Incomplete applications and applications received after the closing date will be rejected without any notice. The candidates serving in the Government sector should send their applications through the Head of the relevant Department/ Institution.

SUVINDA S. SINGAPPULI,  
Director,  
National Secretariat for Elders.

2nd Floor, Block D,  
Sethsiripaya - Stage II  
Battaramulla.  
13th July, 2017.

  
(For office use only)

MINISTRY OF SOCIAL EMPOWERMENT,  
WELFARE AND KANDYAN HERITAGE

NATIONAL SECRETARIAT FOR ELDERS

RECRUITMENT OF GRADUATES TO THE POST OF INTERNAL AUDITOR

01. Name with Initials Mr./Mrs./Miss :\_\_\_\_\_.
02. Name in Full :\_\_\_\_\_.



## AMENDMENT

### MINISTRY OF HEALTH, NUTRITION AND INDIGENOUS MEDICINE

#### **Recruitment to the Posts belonging to the related Officer Category on the Open Basis (Audio Visual Officer, Publicity Officer, Micro Photographer)**

EDUCATIONAL Qualifications relevant to the Post of Audio Visual Officer mentioned in paragraph 02 (I) of the notification with the title "Recruitment on the open basis to the Posts belonging to the Related Officer category (Audio Visual Officer, Publicity Officer, Micro Photographer) of the Ministry of Health, Nutrition and Indigenous medicine" published of the *Gazette* No. 1,950, dated 14.01.2016 of Democratic Socialist Republic of Sri Lanka under the Notice No. 01-570 are amended as

"Should visual subject as a subject from university recognized by the University Grants Commission".

02. It is hereby notified that the part relevant to the post of Audio Visual Officer in the said *Gazette* notification and the applications received will be cancelled.

03. Accordingly, applications will be called again only for the post of Audio Visual Officer up to 28.08.2017 other facts therein shall remain unchanged.

JANAKA SUGATHADASA,  
Secretary,  
Ministry of Health, Nutrition and Indigenous Medicine.

"Suwasiripaya", No. 385,  
Rev. Baddegama Wimalawansa Thero Mawatha,  
Colombo 10,  
Sri Lanka.

07-1011

## Examinations, Results of Examinations & c.

### NATIONAL INSTITUTE OF SOCIAL DEVELOPMENT (NISD)

#### **School of Social Work (Ministry of Social Empowerment, Welfare & Kandyan Heritage)**

The NISD is recognized by the University Grants,  
Commission as a Degree Awarding Institute under  
Section 25A, of the University Act, No. 16 of 1978

#### MASTER OF SOCIAL WORK (MSW) - 2017/2018

APPLICATIONS will be entertained by the National Institute of Social Development for the programme mentioned above from local & SAARC candidates.

The NISD, a statutory body of the Ministry of Social Empowerment, Welfare & Kandyan Heritage is proud to announce the commencement of the seventh intake for this course.

The aim of this course is to provide professionally and managerially competent manpower and specialized services to the social welfare system and the institutional network in the sphere of Social development.

*Entry Requirements.* – The participants should meet one of the following minimum entry requirements:

- A Bachelor's degree from a recognized University or from a recognized higher educational institution with a first or second class honours ;

*or*

- A Bachelor's degree from a recognized University or from a recognized higher educational institution with an ordinary pass and a minimum of a one year post-graduate diploma ;

*or*

- A Bachelor's degree from a recognized University or from a recognized higher educational institute and a minimum of three years post qualifying experience working in social welfare organization(s)

*or*

- A professional qualification equivalent to Bachelor's degree considered on a case by case basis by the NISD on the recommendation of the Board of Graduate Studies and minimum of three years post-qualifying experience working in social welfare organization(s)

*and*

- A good working knowledge of English

Medium : English  
Duration : Two academic years (Friday evening and Saturday full Day)  
Total Course fee : Rs.227,000/-

Course fee for SAARC candidates will be issued on request.

Further information and application forms can be downloaded from our website: [www.nisd.lk](http://www.nisd.lk)

Duly filled application forms should be sent through the registered post on or before 15.08.2017 to the Registrar, National Institute of Social Development, 488 A, Nawala Road, Rajagiriya, Sri Lanka.

Supporting documents to be attached to the application

- Certified copies of Degree and other Certificates
- Letters from employer confirming experience

"Application for MSW - 2017/2018" should be written on the top left hand corner of the envelope.

National Institute of Social Development

Tel : 0112 882506/7, 0112076021  
Fax : 0112 882502  
E-mail : [nisd@slt.lk](mailto:nisd@slt.lk)  
Web : [www.nisd.lk](http://www.nisd.lk)

Director General,  
National Institute of Social Development.

07-859

## RECRUITMENT (OPEN) TO THE POSTS BELONG TO MANAGEMENT ASSISTANT NON- TECHNICAL SEGMENT - 02 - 2017

APPLICATIONS are called from eligible candidates to fill the vacancies on open basis in the following posts of the Ministry of Health, Nutrition & Indigenous Medicine - 2017.

- Medical supplies Assistant
- House Warden
- Diet Stewards

### 02. Educational Qualifications Relevant to the post :

- (a) House Warden :- Should have passed six (06) subjects with credit passes for Sinhala/ Tamil/ English language, Mathematics & other two Subjects in one sitting at the G.C.E (O/L) Examination.

and

Should have passed at least one subject (except Common General Test) at the G.C.E. (A/L) examination.

- (b) Diet Stewards :- Should have passed six (06) subjects with credit passes for Sinhala/Tamil/ English language, Mathematics, Home Science & two other Subjects in one sitting at the G.C.E. (O/L) Examination.

and

Should have passed at least one subject (except Common General Test) at the G.C.E. (A/L) examination.

- (c) Medical Supplies Assistant:- Should have passed six (06) subjects with credit passes for Sinhala/Tamil/English language, Mathematics and Science & one other Subject in one sitting at the G.C.E (O/L) Examination.

and

Should have passed Chemistry at the G.C.E. (A/L) Examination, (only for the post of Medical Supplies Assistant)

### 03. Experience:-

- (a) A post of Diet Stewards and Medical Supplies Assistant - Not Applicable
- (b) House Warden - Should have two years experience as a warden in an institute affiliated to Government or a private institute recognized by Government.

### 04. Vocational Qualification :-

- (a) Diet Stewards and House Warden - Not Applicable
- (b) Medical Supplies Assistant - Should have followed a course in computer word processing/ type Writing/ shorthand of not less than 06 months. Which is recognized by tertiary and Vocational Education Commission.

### 05. Other Qualifications:-

- (a) Should be not less than 18 years and not more than 30 years of age by 28.08.2017
- (b) Only male applicants are eligible to apply for the post of Medical Supplies Assistant and female applicants are eligible to apply for the post of Diet Stewards.
- (c) Should be a Sri Lankan citizen.
- (d) Should be excellent in character.

(e) Should have satisfied the qualifications required to recruit to the post as at the closing date of application in all respects.

(f) Should be fit physically and mentally to serve in any part of Sri Lanka and to discharge duties of the post.

06. *Method of Application:-*

- (a) Applications should be prepared in accordance with the specimen form of application appended to this notification using both sides of a paper of size A4 and numbers from 01.0 to 5.1 should appear on the first side of the page and numbers from 5.2 to 8.0 should appear on the second side. The application should be perfected in the own hand writing of the candidate.
- (b) The receipt obtained by paying Rs.500/- to the credit of the account of "Director General of Health Services Collection of Exam fees" No. 7041318 of the Bank of Ceylon, Traprobane Branch should be affixed so as not be detached, on the relevant place of the application. (Please keep a copy of the receipt)
- (c) Candidate's signature in the application should be attested by a Principal of a Government School or a Justice of the Peace or a Commissioner for Oaths or a Notary Public or an Attorney - at - Law, or a Commissioned Officer in the Armed Forces or an officer holding a *Gazetted* post in the Police Service or an officer holding a permanent post in the public service who gets an annual consolidated salary more than Rs.334,452/-
- (d) The words "Recruitment to the Post of .....- 2017" should be mentioned on the top left hand corner of the envelope of size 9" x 4" in which the duly completed application is enclosed and it should be sent to reach Director (Administration) 03, Ministry of Health, Nutrition and Indigenous Medicine "Suwasiripaya", 385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10 under registered post on or before 28.08.2017.

07. Employees in Government or Semi Government Services should submit applications through the respective Head of Department.

08. Receipt of applications will not be acknowledged and applications which will be received after the closing date will be rejected. The applications which are not complying to the above terms and the relevant specimen form given in this notification will be rejected without any notice.

09. *Method of Recruitment.*— From the applicants who have satisfied qualification given in the notification, those who obtain the highest marks on the basis of the results of written examination which is conducted by the Secretary to the Ministry of Health, Nutrition and Indigenous Medicine will be recruited to Grade III of the relevant post considering the number of vacancies after calling them for an interview which is held to check the physical fitness and eligibility of candidates.

10. *Details of Written Examination :-*

<i>Question paper</i>	<i>Syllabus</i>	<i>Duration</i>	<i>Maximum Marks</i>	<i>Minimum Pass marks</i>
1. General knowledge	Testing logical explanation and general knowledge in relation to the field	02 hours	100	40%
2. Intelligence Test	Testing the candidate's ability of understanding the meaning, quantification and co-relation between the time and space through the conclusions and responses of candidates to the problems given in terms, numbers and pictures.	01 1/2 hours	100	40%

(a) Marks will be deducted for eligible hand writing and spelling mistakes in each written answer sheet.

(b) Minimum 40% marks should be obtained for each subject. Appointment will be made in the order of merit considering the enlisting number of vacancies.



11. *Identity of Candidates.*– Candidates who have forwarded applications which are correct in all respects will only be called for the written examination. Following documents of identity will be accepted to prove their identity at the written examination.

- (a) National Identity card issued by the Commissioner of Registration of Persons.
- (b) Valid passport
- (c) Valid driving license.

12. Terms of engagement and conditions of service.

- (a) You should be subject to the policy decisions taken by the Government in future in respect of pension scheme assigned to you.
- (b) This post is on probation for a period of three (03) years.
- (c) You should obtain the proficiency in other official language in addition to the language you entered the service within 05 years from the date of appointment in terms of Public Administration Circular 01/2014 and circulars incidental to there.
- (d) You should pass the first efficiency bar examination within 03 years.
- (e) Selected applicants shall be subjected to the scheme of recruitment of Management Assistant Non - Technical Segment 2 Service Category and amendments made to there from time to time. Establishments code, Financial Regulations, Procedural Rules issued by the Public Service Commission, and orders and regulations issued by the Government.

13. The numbers of appointments will be decided considering the number of existing vacancies. Accordingly, if the Ministry of Health, Nutrition and Indigenous Medicine decide to grant permanent appointments, actions will be taken to appoint the candidates to the Grade III of the posts in terms of the conditions in the scheme of recruitment and considering the number of vacancies. The posts of Diet Stewards, Male/Female House Warden and Medical Supplies Assistant carry the salary scale of MN - 01- 2016 Rs.27140-10x300-11x350-10x495-10x660-45,540 in terms of Public Administration Circular No. 03/2016 and the salaries will be paid according to the scheme II of the said circular.

14. Applications which are not in compliance with the specimen form of application, not satisfied required qualifications, not paid the fees properly, furnished incomplete particulars and delayed are rejected without any notice. Complaints on loss or delay of applications in the post are not accepted.

15. Applicants should carefully and accurately fill the particulars of education and other qualifications in the application. If the above certificates are proved be the counterfeit, action will be taken to refer to the Criminal Investigation Department for legal action, to cancel the appointment, to dismiss him from the post and to enter his name in the black list of those who are not permitted to be re-employed in the Public Service after taking disciplinary actions against him.

16. The decision of the Secretary of the Ministry of Health, Nutrition and Indigenous Medicine's will be final on any matter not covered by this *Gazette* notification. Secretary of Ministry of Health, Nutrition & Indigenous Medicine will make the final decision to fill the vacancies or not to fill the vacancies or to fill some of the vacancies.

17. In the event of any inconsistency between the Sinhala, Tamil and English texts of this *Gazette* notification, the Sinhala text shall prevail.

Selected applicants will only be informed in writing and result sheet will be published on the website [www.health.lk](http://www.health.lk)

JANAKA SUGATHADASA,  
Secretary,  
Ministry of Health, Nutrition & Indigenous Medicine.

"Suwasiripaya",  
No. 385, Rev. Baddegama Wimalawansa Thero Mawatha,  
Colombo 10,  
Sri Lanka,  
10th July, 2017

### Application

CALLING APPLICATIONS FOR THE OPEN COMPETITIVE EXAMINATION TO RECRUIT TO THE POSTS OF  
MANAGEMENT ASSISTANT NON-TECHNICAL SEGMENT - 2 (MN - 01 - 2006 (A) SERVICE CATEGORY IN  
MINISTRY OF HEALTH, NUTRITION & INDIGENOUS MEDICINE - 2017

Medium for the post :-

Sinhala - 1.

Tamil - 2, ☐

English - 3,

(Mention the relevant number in the cage)

Applied to the post and the preference

1. ....

2. ....

3. ....

01. (a) Name of the applicant with Initials:- (In Block Capitals) *E.g.* - Mr. SILVA A. B.

Mr./ Mrs./ Ms. : .....

(b) Name in Full : (In English Block Capitals) : .....

(c) Name in Full: (In Sinhala or Tamil) : .....

02. (i) Postal Address:- (In English Block Capitals) : .....

(ii) Permanent Address:- (In Sinhala or Tamil) : .....

(iii) District of Residence : .....

(iv) Telephone No. : .....

(v) Address to which the admission for the examination should be posted - (In English Block Letters) : .....

03. (i) Date of Birth:- Year     Month   Date

(ii) National Identity Card Number :

(iii) Age as at the closing date of applications : Years     Months   Days

04. I. Whether a citizen of Sri Lanka:- Yes ☐ No ☐ (Mark √ in the relevant cage)

05. Educational Qualifications :- (Relevant certificates should be attached) :

(i) G.C.E. (Ordinary Level) Examinations : Year : ....., Index No. : .....

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

(ii) G.C.E. (Advanced Level) Examination : Year : ....., Index No. : .....

No.	Subject	Result	No.	Subject	Result
1.			3.		
2.			4.		

(iii) Experience:- Yes ☐ No ☐ (Mark √ in the relevant cage)

Give relevant particulars : .....

(iv) Vocational Qualifications (Relevant to the post) :- Yes ☐ No ☐ (Mark ✓ in the relevant cage)  
Give relevant particulars :\_\_\_\_\_.

06. Have you ever been convicted before a court of law? Yes ☐ No ☐ (Mark ✓ in the relevant cage)  
Give relevant particulars, if yes :\_\_\_\_\_.

07. Certificate of the applicant :\_\_\_\_\_.

I hereby certify that the particular furnished here in are true and correct to my knowledge and belief, and that receipt obtained by paying examination fees is affixed. I accept that if any information herein found to be incorrect or false prior to selection my application will be rejected and if so found after selection I am liable to be dismissed from service without any compensation.

Affix here the receipt obtained by paying the fees. Keep a photocopy of the receipt

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

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

*Attestation of the signature of the applicant :*

I certify that Mr./ Mrs./ Miss..... is known to the personally and he/ she placed his/ her signature in my presence on .....

\_\_\_\_\_,  
Signature of the attester.

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

Full name of the attester :\_\_\_\_\_.

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

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

(Should be authenticate with the official stamp)

07-848

