

N.B.— (i) Parts I:III and IV(A) of the *Gazette* No. 1,865 of 30.05.2014 were not published.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,866 - 2014 ජූනි 06 වැනි සිකුරාදා - 2014.06.06
No. 1,866 – FRIDAY, JUNE 06, 2014

(Published by Authority)

PART I : SECTION (IIA) — ADVERTISING

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

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

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 27th June, 2014 should reach Government Press on or before 12.00 noon on 13th June, 2014.

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*.”

P. H. L. V. DE SILVA,
Acting Government Printer.

Department of Government Printing,
Colombo 08,
01st January, 2014.

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



1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

the new post for a specified period with a view to testing him in his new post.

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility

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

7. New National Policy on Recruitment and Promotions :

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

Rules and Instructions for 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.

Department of Examinations,
Pefawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Marriages, Births and Deaths

BADULLA DISTRICT

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

01. Applicants should be permanent residents of the said Births, Deaths and Marriages Registration Divisions and should be entitled to properties and have acquired sufficient interest and influence in the area.

02. Both male and female can apply for these Posts.

03. Applicants should be not less than 30 years and not more than 60 years of age.

04. Applicants should be married.

05. Details regarding Educational and Other Qualifications etc., could be obtained from the notices exhibited in public places such as District Secretariats, Land and District Registries, Divisional Secretaries Offices, Grama Niladhari Offices, Rural Development Societies and Co-operative Societies in the Division.

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 07th July, 2014.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
20th May, 2014.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Badulla	Haliela	Post of Birth and Death Registrar Maligatenna Haliela Division	District Secretary/Additional Registrar General, District Secretariat, Badulla.
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REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Muslim Marriages

NUWARA ELIYA DISTRICT

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

01. Applicants should be permanent residents of the said Births, Deaths and Marriages Registration Divisions and should be entitled to properties and have acquired sufficient interest and influence in the area.

02. Muslim males only can apply for these Posts.

03. Applicants should be not less than 30 years and not more than 60 years of age.

04. Applicants should be married.

05. Details regarding Educational and Other Qualifications etc., could be obtained from the notices exhibited in public places such as District Secretariats, Land and District Registries, Divisional Secretaries Offices, Grama Niladhari Offices, Rural Development Societies and Co-operative Societies in the Division.

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 30th June, 2014.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
19th May, 2014.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Nuwara Eliya	Ambagamuwa	Post of Registrar of Muslim Marriages of Bagawanthalawa Area, Ambagamuwa Korale Division	District Secretary/Additional Registrar General, District Secretariat, Nuwara Eliya.

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REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Marriages, Births and Deaths in Tamil Medium

JAFFNA DISTRICT

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

01. Applicants should be permanent residents of the said Births, Deaths and Marriages Registration Divisions and should be entitled to properties and have acquired sufficient interest and influence in the area.

02. Both male and female can apply for these Posts.

03. Applicants should be not less than 30 years and not more than 60 years of age.

04. Applicants should be married.

05. Details regarding Educational and Other Qualifications etc., could be obtained from the notices exhibited in public places such as District Secretariats, Land and District Registries, Divisional Secretaries Offices, Grama Niladhari Offices, Rural Development Societies and Co-operative Societies in the Division.

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 07th July, 2014.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
13th May, 2014.

SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Division and Post for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Jaffna	Kayts	Post of Registrar of Births and Deaths of Eluvaitivu Division and Marriages (General) of Kayts Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Velanai	Post of Registrar of Births and Deaths of Allaipiddy Division and Marriages (General) of Velanai Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Velanai	Post of Registrar of Births and Deaths of Pungudutivu Division and Marriages (General) of Velanai Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Karainagar	Post of Registrar of Births and Deaths of Karainagar Division and Marriages (General) of Karainagar Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Karainagar	Post of Additional Registrar of Marriages (General) of Karainagar Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Jaffna	Post of Additional Registrar of Marriages (General) of Jaffna Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Chankanai	Post of Registrar of Births and Deaths of Vaddukkoddai Division and Marriages (General) of Chankanai Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Kopay	Post of Registrar of Births and Deaths of Puttur Division and Marriages (General) of Kopay Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.
Jaffna	Point Pedro	Post of Registrar of Births and Deaths of Kaddaively Division and Marriages (General) of Point Pedro Divisional Secretary's Division	The District Secretary/The Additional Registrar General, District Secretariat, Jaffna.

06-27

MINISTRY OF SOCIAL SERVICES

to the candidates serving in government Provincial Public Service or Statutory Boards of the government).

National Institute of Social Development

02. Educational Qualifications :

01. *Post.*— Senior Lecturer - No. of Posts 03.

01. *Age limit.*— Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable

(a) Bachelor's Degree in Social Sciences from a University recognized by the University Grant Commission with a Doctoral Degree (PHD) in social work.

(b) Experience not less than 10 years in Social work and Teaching at a Government Education Institute or a recognized Institution by the Government.

03. *Salary Scale.*— AR-2-2006A - Rs. 34,550 -10x925 - Rs. 43,880 (Monthly).

02. *Post.*— Senior Training Officer - No. of Posts 03.

01. *Age limit.*— Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in Government, Provincial Public Service or Statutory Boards of the government).

02. *Educational Qualifications :*

(a) A Bachelor's Degree in Social Sciences with a Doctoral Degree (PhD) in Social Sciences from a University recognized by the University Grant Commission ;

and

Experience of not less than 10 years in the Sector of Social Work Training in a government or a recognized institution by the government ;

or

(b) Bachelor's Degree in Social Sciences with a Post Graduate Degree in Social Sciences from a University recognized by the University Grant Commission ;

and

Experience of not less than 15 years in the Sector of Social Work Training in a government institute or an institution recognized by the government.

03. *Salary Scale.*— AR-2-2006A - Rs. 34,550 -10x925 - Rs. 43,880 (Monthly).

Note.— Obtaining Post Graduate Diploma with a duration not less than one year in Psychological counseling will be considered as a Special Qualification for the selection.

03. *Post.*— Senior Research Officer - No. of Posts 03.

01. *Age limit.*— Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in government, Provincial Public Service or Statutory Boards of the government).

02. *Educational Qualifications :*

(a) A Bachelor's Degree in Social Sciences with a Doctoral Degree (PhD) in Social Sciences from a University recognized by the University Grant Commission ;

and

Experience of not less than 10 years in the Sector of Social work Research in a government or a recognized institution by the government ;

or

(a) Bachelor's Degree in Social Sciences with a post graduate degree in Social Sciences from a University recognized by the University Grant Commission ;

and

(b) Experience of not less than 15 years in the Sector of Social Work Research in a government institute or a recognized institution by the government.

03. *Salary Scale.*— AR-2-2006A - Rs. 34,550 - 10x925 - Rs. 43,880 (Monthly).

04. *Post.*— English Instructor - No. of Post : 01.

01. *Age limit.*— Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in Government, Provincial Public Service or Statutory Boards of the government).

02. *Educational Qualifications :*

(a) A degree with English as a subject obtained by a University recognized by the University Grant Commission ;

or

(b) A degree with English Language/English Literature/English Language Teaching Methods obtained from a University recognized by the University Grant Commission ;

and

(c) Completion of a Diploma related to English Language Teaching with a duration of not less than one year from a recognized Higher Educational Institute ;

or

Experience not less than 3 years of English Language Teaching in a government School or any other government institute.

03. *Salary Scale.*— AR-4-2006A- Rs. 18,230 -10x365 - 15x450 - 5x550 - Rs. 31,380 (Monthly).

05. *Post.*— Translator (Sinhala to English) - No. of Post : 01.

01. *Age limit.*— Shall be not less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in Government, Provincial Public Service or Statutory Boards of the government).

02. *Educational Qualifications :*

(a) Degree obtained in Sinhala/English medium from a university recognized by University Grant Commission and a Credit pass for Sinhala/English Language and Literature at G. C. E. A/L and skills in Sinhala/English Translation ;

and

(b) 02 years experience as a translator at a government institution or institution recognized by the government.

03. *Salary Scale.*— MA-4-2006A- Rs. 18,230 -10x365 - 15x450 - 5x550 - Rs. 31,380 (Monthly).

06. Post.– Audio Visual Technician - No. of Post : 01.

SRI LANKA POLICE DEPARTMENT

01. *Age limit.*– Shall be less than 22 years of age and not more than 45 years of age (Maximum age limit shall not be applicable to the candidates serving in this institute).

Post of Police Constable

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Police Constable in the Sri Lanka Police Department.

02. *Educational Qualifications :*

- (a) Shall have passed G. C. E. (Ordinary Level) with six (06) subjects with credit passes for Sinhala, Mathematics and two other subjects in one sitting ; and
- (b) Shall have passed G. C. E. (Advanced Level) in Science stream with all subjects (Except General Test) and have obtained the level required to follow a tertiary education course.

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 registered post to the above-mentioned address to reach on or before 15.08.2014 and the post applied for 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 Sri Lanka Police Department.

- (b) Technological Skills/Proficiencies.

3. *Salary Scale :*

Rs. 171,360 - 7 x 1,740 - 10 x 2,160 - 17x2,880 - Rs. 254,100.

03. *Salary Scale.*– MA-2-2006A- Rs. 14,610 -10x145 - 7x170 - 4x290 - 20x345 - Rs. 25,310 (Monthly).

Further, these officers are entitled to cost of living allowance paid to other public officers and the allowance granted in accordance with the Public Administration Circular No. 31/11 dated 12.12.2011. In addition to the above salary scale, they will be paid following monthly allowances :

Conditions/Nature of the appointments :

1. The appointment are permanent.
2. The Employees are entitled for the contributions to the EPF and ETF.
3. All appointments shall subject to a probation period of 03 years.

Rs. cts.

Note.– The above vacancies exist at the Main Office at Nawala, Rajagiriya and the selected employees shall serve only at the main office.

(a) Arduous duty allowances 2,000 0

(b) *Combined allowances :*

- (1) For performing of duties in North and East areas 10,500 0
- (2) For performance of duties in other areas 8,400 0

(c) Free transport facilities.

(d) Free medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.).

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

(f) Facilities to improve their skills and talents in sports.

(g) Travelling expenses for duty and money will be granted as rewards for outstanding and arduous duties.

Service Condition.– All appointments made shall be conformed to the provisions of the National Institute of the Social Development, Act, No. 41 of 1992 and other government regulations.

Application along with a Bio data should be sent by the registered post to the following address on or before 04.07.2014. Name of the post shall be written clearly on the top left hand corner of the envelope and the applicants employed in the government sector shall forward their applications through the Head of the Institute.

RIDDLEY JAYASINGHE,
Director General,
National Institute of Social Development.

04. *Basic Qualifications :*

(a) *Age Limits.*– The age should be 19 and 32 years as at closing date as per the *Gazette* Notification.

(b) *Educational qualifications :*

Should have passed in 06 subjects in the G. C. E. (O/L) Examination. Not more than 2 sittings.

National Institute of Social Development,
No. 488A, Nawala Road, Rajagiriya,
21st May, 2014.

Note 01.– According to the classification of subjects by the Department of Examinations, in determining the number of subjects passed at G. C. E. (O/L) both passes in science subjects number 41 and 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) syllabus, 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 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 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) *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 with each eye, if the vision is of 6/6 with one eye and 6/18 with the other eye it will be 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 may be married or unmarried.

5. Method of Recruitment.– Selected applicants will have to pass in the Basic Qualification Test conducted by the Department of Police. Only those who have passed this test can participate in the Physical fitness tests or Endurance test and should pass that test.

1,000 meters – 03 minutes 44 seconds

Only those who are successful in the test will be summoned for final interview. Only those who score 40% or more will be summoned for the professional test.

6. 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 Test.– Applicant must be passed in the medical test before obtain his appointment. Medical test is an only one part of the course of action, with regard to the recruitment process. Selection will be made among the applicants who have passed in the medical test, considering the number of existing vacancies and the position in the list pertaining to the merit and skill. Those who have failed in the medical test will be rejected.

08. *Background Inquiries :*

- (a) Inquiries will be made on the conduct of the applicant, close relations and friends. Applicants with bad conduct will not be recruited ;
- (b) Providing false 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 language test of secondary level conducted by the Official Language Department.
- * The salary increments of the officers who do not acquire the specified 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 regulation already made or made hereinafter to give effect to the official language policy ;
- (c) They will be subjected to the relevant provisions of the Establishment Code Volume I and II, Financial Regulations, Departmental Orders, Police Disciplinary Code 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 Departmental Examinations. Those who fail to pass the prescribed examinations or are found to be unfit for Police duties will be liable for removal from the Police Services ;
- (e) Permission will not be granted to marry for unmarried prior to being confirmed in the said rank without the

permission of the I. G. 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 the permission of I. G. Police ;

- (f) Applicants on being appointed and after the training should serve a recruit period of three years in the Police Department and if they wish to resign from service before their recruit period 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 Police Constables Drivers have commenced training at the Police Training College, they should subscribe affirmation/oath to the effect that they comply with the Police Disciplinary Code in terms of the I. G. P.'s Circular, No. 1693/2003 ;
- (h) Immediately after Recruit Police Constables Drivers 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 Police Constable Drivers who have been confirmed in the post will have opportunities for promotions in terms of the approved scheme of promotions of the Police Department.

12. (a) Attention is invited to the general conditions applicable to appointment to the 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.

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

- (i) Birth Certificate ;
- (ii) Two recent testimonials of character (obtained from non related persons ;
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of any outstanding sports or other extra curricular activities ;
- (v) Certificates regarding experience in services (if available) ;
- (vi) A photostat copy of the National Identity Card ;
- (vii) A photostat copy of the valid Driving Licence.

14. (a) Applicants who are already in the Public Service must forwarded their applications through the Heads of their respective Departments and must be accompanied by 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 called for to the address given in paragraph two (2) and under no circumstances should applications be handed over personally to any officer in the Department.

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.

N. K. ILLANGAKOON,
Inspector General of Police.

Police Headquarters,
Colombo 01.

SRI LANKA POLICE DEPARTMENT

POST OF RECRUIT POLICE CONSTABLE DRIVER

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 Secretariate 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 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 grandfather : _____.
(iv) Applicant's paternal great grandfather : _____.

07. Date of Birth : _____. (Copy of the birth certificate should be attached)

Age : (as at the closing date of application given in the *Gazette*) :

Years : _____, Months : _____, Days : _____.

08. Height : Feet : _____. Inches : _____.
Chest (inches) : _____.

09. Educational qualifications (State examinations passed and attach copies of certificates) : _____.

10. (a) Driving Licence No. : _____.
(b) Date of issued : _____.
(c) Classes competent to drive : _____.
(Attach a photostat copy of the Driving Licence)

11. Additional qualifications (Copies of the certificates should be attached) : _____.

12. Whether married or single : _____.

13. (i) Present employment : _____.
(ii) Are you a member of a armed forces ? : _____.

14. Do you have any special skills and/or qualifications : _____.

15. Give names and addresses of two referees to inquire the applicant :
(i) _____.
(ii) _____.

16. (a) Have you ever applied for a post in the Reserve Police Service or Regular Police Service (If so give reference) : _____.
(b) Have you served in the Regular Police Service or in the Sri Lanka Reserve Police Service before ? (If so under what circumstances did you leave the service ? Give details) : _____.

17. Are you a member of the Sri Lanka Police Reserve ? If so give date of appointment, Rank and number. Attach a copy of the appointment letter : _____.

18. (a) Are you serving in any armed service ? (If so your application must be submitted through the respective Service Commander) : _____.

- (b) Have you served in any of the Armed service ? (If so attach copy of your discharge certificate) :_____.
19. (a) Are you serving as a Volunteer in any of the Armed Service ? (If so, your application must be submitted through the respective Service Commander) :_____.
- (b) Have you served in any of the Volunteer Armed service ? :_____.
- (If so attach copy of your discharge certificate)
20. Have you been involved in or concerned in or charged or arrested even on suspicion and or convicted of any offence ? (If so give details) :_____.
21. Have any of your relatives been involved or concerned in or charged or arrested even on suspicion and or convicted of any offence ? (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 Police Department at any time even though I have been appointed to the post.
- _____,
Signature of the Applicant.
- Date :_____.
- 06-187

Examinations, Results of Examinations & c.,

MINISTRY OF FINANCE AND PLANNING

Sri Lanka Customs Department

APPLICATIONS for the Open Competitive Examination for recruitment to the posts of Assistant Superintendent of Customs Grade II, Inspector of Customs Grade II and Customs Guard Grade III - 2014, posts were invited by notice published in *Gazette* No. 1,862 dated Friday, 09th May, 2014 of the Democratic Socialist Republic of Sri Lanka. The following amendments are made :

- (i) In the note provided under the paragraph 04 should be amended as follows :

"Note : This examination will be conducted in all the three languages Sinhala, Tamil and English. Candidates should sit this examination in the same medium in which they passed the qualifying examination referred to in paragraph 02(iii) of this notification (*i. e.* Sinhala or Tamil or English language). However, a candidate who has passed the qualifying examination in Tamil or English medium or a candidate whose medium of study is Tamil or English medium may sit in Sinhala medium or Tamil medium at the examination if he/she desires. It is not permitted to change the language medium applied".

2. Applications for the Open Competitive Examination for recruitment to the posts of Assistant Superintendent of Customs Grade II, posts were invited by notice published in *Gazette* No. 1,862 dated Friday, 09th May, 2014 of the Democratic Socialist Republic of Sri Lanka. The following amendments are made :

- (i) The words "The Sri Lanka Customs Department reserves the right of postponing or cancelling this examination" should be inserted in place of the words "The Ministry of Finance and Planning reserves the right of postponing or cancelling this examination" set out under first paragraph ;
- (ii) The words "Director General of Customs, Sri Lanka Customs Department, "Customs House", No. 40, Main Street, Colombo 11" should be inserted in place of the words "Secretary, Ministry of Finance and Planning, the Secretariat, Colombo 01" set out in after paragraph 13.

3. "Closing date of applications for the Open Competitive Examination for recruitment to the posts of Assistant Superintendent of Customs Grade II, Inspector of Customs Grade II and Customs Guard Grade III - 2014, is extended to 11.06.2014 and the candidates should be fulfilled all the requirements prior to 04.06.2014".

Director General of Customs.

Sri Lanka Customs Department,
29th May, 2014.

06-151

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA ADMINISTRATIVE SERVICE – 2013(2014)

APPLICATIONS are hereby called from the qualified citizens of Sri Lanka for the Open Competitive Examination for recruitment to the posts in Grade III of Sri Lanka Administrative Service.

1. In this notice "Secretary" shall mean the "Secretary to the Ministry in-Charge of the subject of Public Administration" "Service" shall mean the "Sri Lanka Administrative Service" at the instances not specified in other way.

2. The appointments through this examination shall be made to Grade III of Sri Lanka Administrative Service.

Written Examination.– The Examination shall consist of the following five (05) question papers :–

- (01) General Intelligence
- (02) Social, Economic, Political background and trends in Sri Lanka
- (03) Global Trends
- (04) Aptitude for Management
- (05) Creative, analytical and communication skills.

Date of Examination.— This examination will be held in Colombo in September, 2014. The Secretary reserves the right to postpone or cancel this examination subject to the instructions given by the Public Service Commission.

Interview.— A general and structured interview shall be held for the candidates who sat for all the papers in the written examination and obtained a higher aggregate of marks as determined by the Public Service Commission as sufficient. The date of the interview shall be determined by the Secretary as per the instructions of the Public Service Commission.

3. Number of persons to be appointed is 172. At the instances where there are candidates, who have secured equal marks for the final vacancy or final few vacancies, above the number of vacancies, the decision of filling such vacancies shall be taken by the Public Service Commission as per Section 80 of Procedural Rules. The effective date of the appointment shall be determined on the order of the Public Services Commission.

4. Conditions of Service :

4.1 A selected candidate shall be appointed to Grade III of the Service on the general conditions governing appointments in the Public Service and on the terms and conditions set out in the Minute of Sri Lanka Administrative Service. (published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No. 1842/2 of 23.12.2013) and subject to any amendments made or to be made hereafter to the Minute, provisions of the Establishments Code and Financial Regulations and Procedural Rules of Public Service Commission published in the *Gazette Extraordinary* No. 1,589/30 of 20.02.2009.

4.2 This post is permanent and pensionable. Shall contribute to the Widows' and Orphans' Pension Scheme/Widowers' and Orphans' Pension Scheme.

4.3 Appointment is subject to an Acting Period of one year. First Efficiency Bar Examination shall be passed within 03 years from the date of recruitment to Grade III of Sri Lanka Administrative Service as mentioned in the service minute.

4.4 Prescribed official language proficiency shall be obtained within 05 years of joining the service as per Public Administration Circular 01/2014 and consequent circulars.

4.5 Public Service Commission reserves the power to cancel the appointment of any candidate who fails to assume duties of the appointed post on due date and/or rejects or avoids serving in an area where he/she is appointed.

5. *Monthly Salary Scale.*— S. L. 1-2006 salary segment of Public Administration Circular 06/2006 is applied to this service and the salary scale entitled to the said salary segment is as follows :

Rs. 22,935 -10x645 - 8x790 -17x1,050 - Rs. 53,555 (Monthly).

6. Qualifications for Recruitment :-

- (a) (i) Shall be a citizen of Sri Lanka,
(ii) Shall have a excellent moral character,
(iii) Shall be physically and mentally fit to serve in any part of the Island.

(b) *Educational Qualifications.*— Shall have possessed a degree from a university recognized by the University Grant Commission or an institution recognized by the University Grants Commission as an institution for awarding degrees.
Note.— Effective date of the degree shall be a date on or before the application closing date.

(c) *Age.*— Shall not be less than twenty two (22) years of age and not have reached 28 years of age on the application closing date.

(d) Restrictions regarding Qualifications :

- (i) No person is allowed to sit the open competitive examination for more than two (2) sittings. (Number of sittings at the examinations to recruit Grade III of Sri Lanka Administrative Service under previous service minutes will not be considered).
- (ii) Requisite qualifications for this examination shall have been completed in every aspect by on or before the application closing date.
- (iii) No person ordained in any religious sect shall be permitted to apply or sit for this competitive examination.

7. *Examination Fee.*— The fee is Rs. 1,000. It should be paid before the closing date of applications at any District Secretariat/ Divisional Secretariat to be credited to Revenue Head 2003-02-13 of Commissioner General of Examinations. The receipt obtained from the District Secretariat/Divisional Secretariat should be pasted in the relevant cage of the application form. This fee is non-refundable. It is advisable to keep a photocopy of the receipt with the candidate.

8. Method of Application :

(a) The application should be in the form of the specimen appended to this notification and should be prepared by the candidate himself on paper of size 8 1/2" x 12" (A4) using both sides. It should be specially noted that the application forms should be so prepared that cages 1.0 to 2.12 appear on the first side, of the paper and cages 3.0 to 6.0 appear on the other side of the paper. Applications that do not comply with the specimen and that are not completed in every aspect, shall be rejected without notice. (It is advisable to keep a photocopy of the application with candidate.) It is the responsibility of the candidate to make sure that the application form perfected by him/her complies with the specimen given in the examination notice as otherwise the application may be rejected.

(b) The application should be in the language medium in which the candidate intends to sit the examination.

- (c) The completed application form for the examination should be sent by registered post to reach the "Commissioner-General of Examinations Organization and Foreign Examination Branch, Department of Examinations - Sri Lanka, P. O. Box, 1503, Colombo" on or before 07.07.2014. The words "Open Competitive Examination for Recruitment to Grade III of the Sri Lanka Administrative Service – 2013(2014)" should be clearly indicated on the top left-hand corner of the envelope enclosing the application. Any application received after the closing date will not be accepted. It is essential to mention the name of examination in English Language as well, in applications prepared in both Sinhala and Tamil mediums.
- (d) Candidate's signature in the application form should have been attested by a Principal of a Government School, a justice of Peace, Commissioner of Oaths, Attorney-at-Law, Notary Public, Commissioned Officer in the Armed Forces, an Officer holding a *gazetted* post in the Police Service or an Officer holding a permanent post in Public Service whose annual initial salary is more than Rs. 240,360.
- (e) Any application, which is not complete in every aspect, is liable to be rejected. No complaint that an application has been lost or delayed in post will be considered.
- (f) Receipt of applications will not be acknowledged. A notice will be published in the newspapers by the Department of Examinations as soon as admission cards are issued to applicants. If the admission card is not received even after 2 or 3 days of such an advertisement, steps shall be taken to notify the Department of Examinations in the manner specified in the advertisement. When informing, the name of the examination applied for, full name, address and the NIC number of the candidate shall be indicated. It would be advisable for candidates outside Colombo to fax a letter of request along with a fax number of the candidate to the Department of Examinations through the fax number mentioning the notification for sending a copy of the admission. Further, it would be advisable to keep a copy of the application, copy of the receipt relevant to payment of examination fee and the receipt of registration of the application to prove any information requested by the Department of Examinations.

9. Admission to the Examination :

- (a) The Commissioner-General of Examinations shall issue admission cards to all candidates whose applications are perfected in each and every way have been received. A candidate who fails to produce his admission card shall not be permitted to sit the examination.
- (b) A candidate must sit the examination at the examination hall assigned to him. Every candidate must get his signature attested in advance and hand over the admission card to the supervisor on the first day he presents himself for the examination. A set of rules to

be observed by all candidates is published at the beginning of *gazette*. Candidates are subjected to rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and they are liable to be subjected to a punishment imposed by him/her for breach of these rules.

Note.– The issue of an admission card to a candidate does not mean that he or she has fulfilled the requisite qualifications to sit the examination.

10. *Identity of Candidates.*– A candidate will be required to prove his identity at the examination hall to the satisfaction of the supervisor for each subject he offers. For this purpose, any of the following documents shall be accepted :-

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

11. *Penalty for furnishing false information.*– If a candidate is found to be ineligible, his candidature is liable to be cancelled at any stage prior to, during or after the examination. If it is found that a candidate has furnished information with knowledge that they are false, or if he has willfully suppressed any material fact, he shall be liable for dismissal from the Public Service.

12. Any matter not provided for in these regulations will be dealt with as determined by the Secretary subject to the instructions given by the Public Service Commission.

13. Scheme of Examination and Medium of Examination :

- (a) The examination will be held in Sinhala, Tamil and English ;
- (b) A candidate shall sit the examination in the language in which he passed the qualifying degree examination or in an official language ;
- (c) A candidate who has passed subjects at the qualifying degree examination in two or more languages, shall sit the examination in the language in which he passed the majority of subjects at such examination or in an official language ;
- (d) A candidate with a special degree who has passed the principal subject in one language and the subsidiary subject in another language shall sit the examination in the language in which he passed the principal subject or in an official language.

Note :

- (i) The term "qualifying degree" in (b) and (c) above refers to the degree qualifications referred to in Paragraph 6 (b).
- (ii) A candidate must sit all the papers of the examination in one and the same language.

- (iii) A candidate will not be permitted to change the language medium of the examination, indicated in the application.

14. Method of Recruitment :

14.1 Written examination :

A written examination of five (05) question papers including the following subjects shall be held. Subjects and the minimum marks that shall be obtained for each subject are as follows :—

Subject	Marks	Minimum marks that shall be obtained for a pass
1 General Intelligence	100	50
2 Social, Economic, Political background and trends in Sri Lanka	100	50
3 Global Trends	100	50
4 Aptitude for Management	100	50
5 Creative, analytical and communication skills	100	50

Candidates should sit all the question papers.

14.2 General and structured interview :

- (i) Interview shall consist of two parts namely ; general interviews and structured interviews.

(a) General interview :

- (i) The general interview shall held to verify whether the candidate has satisfied qualifications for recruitment mentioned in No. 06 above and whether such qualifications fall within the prescriptions made in the same.

- (ii) The general interview board is appointed by the Public Service Commission.

(b) Structured Interview :

- (i) A structured interview shall be conducted by an interview board appointed by the Public Service Commission to measure the management skills, leadership qualities, communication skills and personality of the candidates. The methodology used in this regard shall be prepared by the Secretary of Public Administration on the concurrence of the Commission. The maximum marks that can be obtained at the interview is twenty five (25).

Subject Area	Maximum Marks
01 Management Skills	10
02 Leadership Qualities	05
03 Communications Skills	05
04 Personality	05
Total	25

- (ii) Candidates who secure highest marks according to the aggregate of marks from all the subjects out of the candidates who secure at least 50% of marks or above for each subject shall become qualified to appear for the general interview. A number of candidates from among the qualified candidates, which shall be the aggregate of the number of recruitments to be made according to the expected number of vacancies and 25% of the number of vacancies expected, shall strictly be called for the general interview. At the instances where the number of eligible candidates is not similar to the above number, only the qualified candidates shall be called for the general interview.

- (iii) General interview shall be conducted before the structured interview for verification of qualification and marks shall not be allocated at the general interview. Candidates who are proved to have possessed all the qualifications for recruitment at the general interview shall become eligible for calling for structured interview. If a certain number of candidates called for general interview are not qualified for calling for structured interview, no other candidates shall be called for the general interview in place of disqualified candidates.

- (iv) Appointment shall be made to Grade three (III) according to merits beginning from candidates who have scored highest marks as per the total marks obtained at the written examination and the structured interview by the number of candidates expected to be appointed according to the existing vacancies.

N. B.— (Opportunity given to a candidate for appearing for the interview does not necessarily mean that the candidate has possessed qualifications to be awarded an appointment).

15. *Syllabus of the written examination :*

- (01) *General Intelligence.* – It is expected to assess the candidate's capacity for applying analytical skills, capacity for critical reasoning and interpretation on problems presented in numerical, linguistic and Morphological contexts and interrelationship for other situations and the level of intelligence of the candidates on decision making.

(Duration 1 1/2 hours - 100 marks. This question paper shall consist of multiple choice questions and questions for short answers. Candidates are required to answer all questions)

- (02) Social, Economic, Political background and trends in Sri Lanka :

It is expected to assess the subject related knowledge on social, economic, political, cultural, scientific and technological situations of Sri Lanka or the ability of analytical, creative and critical reasoning in relation to the situations given to the candidates capacity for determine priorities and the skill on strategic forecasting.

(Duration 3 hours - 100 marks. This question paper shall consist of structured essay type, essay type, multiple choice questions and questions for short answers. Candidates are required to answer all questions).

- (03) *Global trends :*

It is expected to assess the subject related knowledge on social, economic, political, cultural, scientific and technological situations globally or the ability of analytical, creative and critical reasoning in relation to the situations given to the candidates, capacity for determine priorities and the skill on strategic forecasting.

(Duration 3 hours - 100 marks. This question paper shall consist of structured essay type, essay type, multiple choice questions and questions for short answers. Candidates are required to answer all questions).

- (04) *Aptitude for Management :*

This paper is designed to assess the candidate's skills for identifying problems and reasons for such problems, making decisions, maintaining interpersonal relationships and communications, self discipline and preparation of strategies and the skill of candidates on problems presented in the context of issues and situations in conceptual and intellectual aspect.

(Duration 3 hours - 100 marks. This question paper shall consist of structured essay type, essay type, multiple choice questions and questions for short answers. Candidates are required to answer all questions).

- (05) *Creative, Analytical and Communication Skills :*

To test the candidate's capacity for conceptualization, critical reasoning and his judgmental abilities in the development, organization and presentation of ideas and information on a topic/theme chosen by the candidate from a given set of topics/themes and the ability to comprehend a fairly complex passage, a piece of writing or a memorandum and express the salient ideas thereof concisely, clearly and accurately in the candidate's own words.

(Duration 3 hours - 100 marks, Candidates are required to answer all questions).

16. In case an inconsistency among the matters in Sinhala, Tamil and English notifications. Sinhala notification shall come into force.

On the order of Public Service Commission,

P. B. ABEYKOON,
Secretary,
Ministry of Public Administration and
Home Affairs.

Ministry of Public Administration and Home Affairs,
Independence Square,
Colombo 07,
22nd May, 2014.

Specimen Form of Application

(For office use only)

**OPEN COMPETITIVE EXAMINATION FOR
RECRUITMENT TO GRADE III OF THE SRI LANKA
ADMINISTRATIVE SERVICE – 2013(2014)**

APPLICATION

1.0 Medium :

Language medium of examination

Sinhala - 2
Tamil - 3
English - 4

(Indicate the relevant number in the cage)

2.0 Personal Information :

2.1 Name with initials at the end :_____.

Eg :- GUNAWARDHANA, M. G. B. S. K.

(In English Block Capitals)

2.2 Name in full :_____.

(In English Block Capitals)

2.3 Name in full : _____.
(In Sinhala/Tamil)

2.4 Permanent Address : _____.
(Admission Card will be posted to this address)
(In English Block Capitals)

2.5 Permanent Address : _____.
(In Sinhala/Tamil)

2.6 Sex : ☐ Male - 0, Female - 1)
(Indicate the relevant number in the cage)

2.7 Civil Status : ☐
(Unmarried - 1, Married - 2)
(Indicate the relevant number in the cage)

2.8 Ethnic group :
(Sinhala - 1, Tamil - 2,
Indian Tamil - 3, Muslim - 4, Other - 5) ☐
(Indicate the relevant number in the cage)

2.9 National Identity Card No. :

2.10 Date of Birth :
Date : Month : Year :

2.11 Age as at 07.07.2014 which is the date of fulfilling qualification :
Years : Months : Days :

2.12 Telephone No. :

- 3.0 (i) Date of graduation : _____.
(ii) University/Institute : _____.
(iii) Registration Number : _____.
(iv) Internal/External : _____.
(v) Degree : _____.
(vi) Subjects : _____.
(vii) Class : _____.
(viii) Upper/Lower : _____.
(ix) Index Number : _____.
(x) Language medium of Examination : _____.

4.0 Paste the cash receipt properly here.

(Paste the receipt here securely)
(It would be advisable to keep a photocopy with the candidate)

5.0 Declaration of the candidate :

I declare that information given in this form is true to the best of my knowledge and belief and that I have affixed the receipt

No. dated being the payment of the examination fee. I also agree to be bound by the rules governing the examination and any decision that may be taken to cancel my candidature prior to, during or after the examination, if it is found that I am ineligible according to the regulations of this examination. Further, I agree to be bound by the rules and regulations imposed by Commissioner-General of Examinations as conducting of the exam.

_____,
Signature of Applicant.

Date : _____.

6.0 Attestation of the applicant's signature : (Para 8(d) of the Gazette Notification) :

I hereby certify that (Full name) who submits this application is known to me personally, that he/she has paid the prescribed examination fee and affixed the relevant receipt herein. He/She placed his/her signature in my presence on

_____,
Signature of the Officer attesting the Signature.

Date : _____.

Name in full of the Officer attesting the signature : _____.

Designation : _____.

Address : _____.

(To be certified by placing the Official Stamp)

06-176

**LIMITED COMPETITIVE EXAMINATION FOR
RECRUITMENT TO GRADE III OF SRI LANKA
ADMINISTRATIVE SERVICE - 2013(2014)**

APPLICATIONS are hereby called from qualified candidates for Limited Competitive Examination for recruitment to the posts of Grade III of Sri Lanka Administrative Service.

1. In this notification the terms :

(a) "Secretary" means the Secretary of the Ministry of Public Administration and Home Affairs.

(b) "Service" means the Sri Lanka Administrative Service.

2. Recruitment to Grade III of Sri Lanka Administrative Service is made by this examination.

Written Examination.— This Examination will consist of the following four (04) question papers.

(i) General Intelligence

(ii) Social, Economic, Political background of Sri Lanka and Global Trends

(iii) Case study relating to Public Administration I (Relevant to Establishments Code, Procedural Rules of Public Services Commission and Financial Regulations) ;

(iv) Case study relating to Public Administration II (Relevant to the evaluation of creative, analytical and communication skills).

Date of Examination.— This examination will be held in September, 2014 in Colombo. The Secretary reserves the right to postpone or cancel this examination subject to instructions of Public Service Commission.

Interview.— General and structured interview will be held for the candidates who have appeared for all the papers of the written examination and secured a sufficiently high aggregate of marks as determined by the Public Service Commission. The date of the interviews shall be determined by Secretary.

3. Number of persons to be appointed is 46. At the instances where there are candidates, who have secured equal marks for the final vacancy or final few vacancies, above the number of vacancies, the decision of filling such vacancies shall be taken by the Public Service Commission as per Section 80 of Procedural Rules. The effective date of the appointment shall be determined on the order of the Public Service Commission.

4. Conditions of Service :

4.1 A selected candidate shall be appointed to Class III of Sri Lanka Administrative service subject to general conditions governing the appointments in the Public Service and on the terms and conditions set out in the Minute of Sri Lanka Administrative Service published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No. 1842/2 of 23.12.2013 and to any amendments made or to be made to the minute hereafter, Financial Regulations in the Establishments Code and Procedural Rules of Public Service Commission published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No. 1,589/30 of 20.02.2009.

4.2 This post is permanent and pensionable. Shall contribute to the Widows' and Orphans' Pension Scheme/Widowers' and Orphans' Pension Scheme.

4.3 Appointment is subject to an Acting Period of one year. First Efficiency Bar Examination shall be passed within 03 years from the date of recruitment to Grade III of Sri Lanka Administrative Service as mentioned in the service minute.

4.4 Prescribed official language proficiency shall be obtained within 05 years of joining the service as per Public Administration Circular No. 01/2014 and consequent circulars.

4.5 Public Service Commission reserves the power to cancel the appointment of any candidate who fails to assume

duties of the appointed post on due date and/or rejects or avoids serving in an area where he/she is appointed.

5. *Monthly Salary Scale.*— S. L. 1-2006 salary segment of Public Administration Circular 06/2006 is applied to this service and the salary scale entitled to the said salary segment is as follows :

Rs. 22,935 -10x645 - 8x790 -17x1,050 - Rs. 53,555 (Monthly).

6. *Qualifications for Recruitment :-*

- (a) (i) Shall be a citizen of Sri Lanka,
- (ii) Shall be excellent of character,
- (iii) Shall be of an excellent moral character and physical fitness to serve at any part of the Island.

(b) *Educational Qualifications and Experience :-*

- (i) Shall have obtained a degree from a university or a degree awarding institution recognized by the University Grants Commission ;

and

Shall be an officer in a permanent and a pensionable post in Public Service or Provincial public Service receiving a salary under Salary Code MN 2-2006 or above MN Salary Code mentioned in Public Administration Circular No. 06/2006 or receiving a salary in a service/post under Salary Code S. L. 1-2006 with at least five (05) years active and satisfactory period of service ;

or

- (ii) Shall be an officer in a permanent and a pensionable post in Public Service or Provincial Public Service receiving a salary under Salary Code MN 2-2006 or above MN Saalry Code mentioned in Public Administration Circular 06/2006 or recieving a salary in a service/post under Salary Code S. L. 1-2006 with at least ten (10) years' active and satisfactory period of service.

Note :

- 1. The effective date of the degree shall be date on or before 31.12.2013.
- 2. The total of continuous periods of service in Public Service and/or Provincial Public Service is considered when calculating the above mentioned period of service.

(c) *Age and other qualifications to be satisfied :*

- (i) Shall be not mroe than the age limit of 53 years of age at 31.12.2013.
- (ii) Shall have obtained permanent post in a service/post mentioned in above 6(b).
- (iii) Shall have not subjected to any disciplinary punishment in immediately preceding 05 years.

(iv) Shall have earned due salary increments in immediately preceding 05 years.

(d) *Restrictions for qualifications :*

- (i) No candidate shall be permitted to sit for Limited Competitive Examination more than two (02) occasions. (Number of sittings at the examinations to recruit Grade III of Sri Lanka Administrative Service under the previous service minute are not considered).
- (ii) The qualifications required to apply for this examination shall have been satisfied by 31.12.2013 in full.
- (iii) No person who is ordained in any religious order shall be allowed to sit for this examination.

7. *Examination fee.*— The fee for the examination will be Rs. 1,000. This should be paid before the closing date of applications at any District/Divisional Secretariat to be credited to Revenue Head 2003-02-13 of the Commissioner General of Examination and the receipt obtained thus should be affixed in the relevant cage of the application form. The fee is non-refundable. It would be advisable to keep a photocopy of the receipt.

8. *Method of Application :*

- (a) The application should be in the form of the specimen appended to this notification and should be prepared on paper of A4 size using both sides. It is to be specifically noted that the application should be prepared in such a way that headings No. 1.0 to 2.12 appear on the 1st page, 3.0 to 4.11 on the second page and the rest on the third page. An application prepared with computer/typed applications can also be used for this purpose. The application should be filled legible by the candidate himself in his own handwriting and applications that do not comply with the specimen or that have not been completed properly will be rejected without notice. It is advisable to keep a photocopy of the application with the candidate. It is the responsibility of the candidate to verify that the perfected application complies with the specimen given in the notification, as otherwise, the application may be rejected.
- (b) The application should be prepared in the same language in which the candidate intends to sit the examination. It is required to indicate the name of the examination in English also in the applications prepared both in Sinhala and Tamil media.
- (c) Applications perfected by candidates should be sent through the respective Head of Department to reach the following address before 07th July, 2014 by Registered

Post. The top left corner of the envelope containing the application should clearly bear the words "Limited Competitive Examination for recruitment to Sri Lanka Administrative Service - 2013(2014)". Application received after this date will be rejected.

The Commissioner General of Examinations,
Organizations and Foreign Examinations Branch,
Department of Examinations,
P. O. Box - 1503,
Colombo.

- (d) The post and the service station where the applicant is serving at the time of applying for the examination is relevant for all the activities with regard to the examination and the changes occur after sending the applications are not considered.
- (e) Applications that are not complete in every aspect will be rejected. Complaints on applications getting lost or delayed will not be entertained.
- (f) A notification will be published in newspapers by the Department of Examinations as soon as the admission cards are issued to candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. The name of the examination, full name of the applicant, address and identity card number should be mentioned when informing the Department of Examinations. In case of applicants outside Colombo, it will be more effective to send a letter of request to the fax number mentioned in the said advertisement furnishing a fax number to which the admission card should be sent. It would be advisable to keep a copy of the application form and the receipt kept at applicant's possession, copy of the receipt of examination fees and the receipt of registering the letter.

9. *Admission to Examination :*

- (a) The Commissioner-General of Examinations will issue Admission Cards to all persons whose applications are perfected in each and every way have been received. Any candidate who fails to produce his admission card will not be permitted to sit the examination.
- (b) Candidates must sit the examination at the examination hall assigned to him. Every candidate should get his admission card attested in advance and surrender it to the supervisor of the hall on the first day he presents himself for the examination. A set of rules to be observed by all candidates is published at the beginning of *gazette*.
- (c) Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and they are liable to a

punishment imposed by him for breach of these rules. The decision of the Commissioner General of Examinations on conducting the examination and issuance of results shall be the final decision.

Note.— Issuance of an admission card to a candidate does not necessarily mean that the candidate has satisfied the qualifications to sit the examination.

10. *Identity of Candidates.*— A candidate will be required to prove his identity at the examination hall to the satisfaction of the supervisor for each subject he offers. For this purpose, one of the following documents only, will be accepted :-

(a) National Identity card issued by the Department of Registration of Persons ;

(b) A valid passport.

11. *Penalty for furnishing false information.*— If a candidate is found to be ineligible, his candidature is liable to be cancelled at any state prior to, during or after the examination. If it is found that a candidate has purposely furnished false information or willfully suppressed any material fact, he or she will be liable for dismissal from the Public Service.

12. Any matter not provided for in this notification shall be dealt with as determined by the Secretary subject to the instructions of the Public Service Commission.

13. *Scheme of Examination and Language medium of Examination :*

(a) The examination will be held in the language media of Sinhala, Tamil and English ;

(b) A candidate should sit the examination in the language medium in which he passed the qualifying examination/ interview for entry to public service or in an official language ;

Note :

(i) A candidate should sit for all the papers of the examination in one and the same language.

(ii) Candidates will not be permitted to change the language medium indicated in the application form.

14. *Method of Recruitment :*

14.1 *Written examination :*

A written examination consisting of following subjects shall be conducted. The subjects and the minimum marks to be obtained from each subject are as follows :

<i>Subject</i>	<i>Marks</i>	<i>Minimum pass marks</i>
1 General Intelligence	100	50
2 Social, Economic and Political Background in Sri Lanka and Global Trends	100	50
3 Case study relating to Public Administration I (Relevant to Establishments Code, Procedural rules of Public Service Commission and Financial Regulations)	100	50
4 Case study relating to Public Administration II (Relevant to the evaluation of creative, analytical and communication skills)	100	50

Candidates shall sit for all question papers.

14.2 General and structured interview :

(i) The interview consists of two parts *i. e.* General interview and structured interview.

(a) General interview :

(i) The general interview shall be conducted to ascertain whether the qualifications for recruitment stipulated in para 06 above have been fulfilled and whether the applicants conform to the restrictions on eligibility.

(ii) The panel of the general interview board shall be appointed by the Public Service Commission.

(b) *Structured Interview :*

(i) The structured interview shall be held in line with the following procedure to measure the managerial skills, leadership qualities, communication skills and personality of candidates. The methodology adopted in this regard has been formulated by the Secretary of Public Administration in consultation with the Public Service Commission. The maximum marks that can be obtained at this interview is twenty five (25).

<i>Subject Area</i>	<i>Maximum Marks</i>
01 Management Skills	10
02 Leadership Qualities	05
03 Communication Skills	05
04 Personality	05
Total	25

(ii) Out of the candidates who have scored a minimum of fifty (50%) marks in each subject, those who score the highest marks in the aggregate for all the subjects will qualify to appear for the general interview. Out of the candidates qualified, only a number equivalent to the total number of those expected to be recruited according to the vacancies expected to be filled and a 25% of the number of vacancies expected will be called for the general interview. If the number of qualified applicants does not amount to the number mentioned above, only such numbers of candidates who are so qualified will be called for the general interview.

(iii) The general interview shall be held prior to the structured interview to examine qualifications and no marks shall be allocated there. Applicants confirmed to have fulfilled all qualifications for recruitment at the general interview shall qualify to be called for the structured interview. Even if a certain number of candidates are not qualified to be called for the structured interview, other candidates shall not be called again for the general interview in place of those who are not so qualified.

(iv) Appointment shall be made to Grade three (III) according to merits beginning from candidates who have scored highest marks as per the total marks obtained at the written examination and the structured interview by the number of candidates expected to be appointed according to the existing vacancies.

Note.— Opportunity given to a candidate for appearing for the interview does not necessarily mean that the candidate has possessed qualifications to be awarded an appointment.

15. Syllabus of the Written Examination :

(01) *General Intelligence.*— It is expected to assess the level of intelligence of the candidate in analytical skills, logical comprehension, interpretative ability, ability in application to other situations and arriving at conclusions, in response to problems presented in relation to numerical, lingual and figurative structure and inter-relations.

(Duration 1 1/2 hours - 100 marks. This paper shall consist of Multiple Choice Questions and Questions for Short Answers. All questions shall be answered)

(02) Social, Economic, Political background of Sri Lanka and global trends :

It is expected to assess the subject knowledge of the candidate on social, economical, political, cultural, scientific and technological conditions in Sri Lanka and in the globe or his ability to think creatively, analytically and critically and ability to decide priority and strategic projection in response to a situation presented to the candidate.

(Duration 3 hours - 100 marks. This paper shall consist of Multiple Choice Questions, Questions for short Answers, Structured Essays and Essays. All questions shall be answered).

(03) Case study relating to Public Administration I (Relating to Establishments Code, Procedural rules of the Public Service Commission and Financial Regulations :

It is expected to test the candidate's creative thinking power and problem solving ability in terms of the practice of government service as per the Establishments Code and the Financial Regulations by presenting to him a case/cases built up connecting one or several problems that may arise in different environments in the public service.

(Duration 3 hours - 100 marks. This paper shall consist of Multiple Choice Questions. Questions for short answers. Structured Essays and Essays. All questions shall be answered).

(04) Case study relating to Public Administration II (Relevant to assessment of Creative, Analytical and Communication skills) :

It is expected to test the candidate's ability for reasoning and imagination in relation to the analyzing, collating and presenting of views and information on a topic/ theme selected by the candidate from a given set of topics/themes and the ability to comprehend a complex passage, a piece of writing or a memorandum and express the salient ideas thereof concisely, clearly and accurately in the candidate's own words.

(Duration 3 hours - 100 marks. All questions shall be answered).

16. In the event of any inconsistency between the Sinhala, Tamil and English text of this Examination Notification, the Sinhala text shall prevail.

On the order of Public Service Commission,

P. B. ABEYKOON,
Secretary,
Ministry of Public Administration and
Home Affairs.

Ministry of Public Administration and Home Affairs,
Independence Square,
Colombo 07,
22nd May, 2014.

Specimen Application Form

(For office use only)

**LIMITED COMPETITIVE EXAMINATION FOR
RECRUITMENT TO GRADE III OF SRI LANKA
ADMINISTRATIVE SERVICE - 2013(2014)**

1.0 Medium :

Medium of Examination

Sinhala - 2
Tamil - 3
English - 4

(Indicate the relevant number in the cage)

The application should be filled in the medium of language in which the candidate intends to sit the examination.

2.0 Personal Information :

2.1 Name with initials at the end (In English Block Capitals)
:_____.

Eg :- GUNAWARDHANA, M. G. B. S. K.

2.2 Name in full :_____.
(In English Block Capitals)

2.3 Name in full :_____.
(In Sinhala/Tamil)

2.4 Official Address in English block capitals :_____.
(Admission card will be sent to this address)

2.5 Official Address :_____.
(In Sinhala/Tamil)

2.6 Private Address :_____.
(In Sinhala/Tamil)

2.7 Sex :
(Male - 0, Female - 1)
(Indicate relevant number in the cage)

2.8 National Identity Card No. :

2.9 Marital Status :
(Single - 1, Married - 2)
(Indicate relevant number in the cage)

2.10 Race :
(Sinhala - 1, Tamil - 2,
Indian Tamil - 3, Muslim - 4, Other - 5)
(Indicate relevant number in the cage)

2.11 Date of Birth :

Year : Month : Date :

2.12 Telephone No. :

3.0 Indicate the language medium in which you passed the qualifying examination/Interview for entry to the service/grade as at 31.12.2013 :_____.

4.0 (i) Whether all the qualification mentioned in para 6 of the Gazette Notification has been fulfilled ? :_____.

(a) Age as at 31.12.2013 :_____.

(b) Educational qualification and experience ,

State whether the candidate become qualified under para 06(b) I or (b) II as per the para 06 (b) of the Gazette Notification :_____.

Date of Graduation :_____.

University/Institute :_____.

Registration Number :_____.

Internal/External :_____.

Degree :_____.

Subjects :_____.

Class :_____.

Upper/Lower :_____.

Effective date of the Degree :_____.

Language Medium in which the candidate sit for the examination :_____.

(c) Services/Grades that gives qualifications to the candidature [Class, Grade or Segment (if any) should be indicated]

Present Post :_____.

Whether the said post belongs to Public Service or Provincial Public Service ? :_____.

Grade :_____.

Class/Segment :_____.

Date of appointment to the post :_____.

Date of confirmation in the said post :_____.

Salary Code and Salary Scale :_____.

If several services are applicable for you to be qualified for applying for this post, particulars of said periods of (active and satisfactory) service shall be mentioned in the following table :

Name of Service/ Grade	Salary Code as per the P. A. Circular applicable Ex : MN 2-2006(A)	Date of Appointment
1.		
2.		
3.		
4.		
5.		

- (ii) Total period of active and satisfactory service as at 31.12.2013, on which the qualifications in the services/grades of a approved post mentioned in para (6) of the *Gazette* Notification shall be fulfilled :

imposed by the Commissioner General of Examinations on conducting of this examination.

_____,
Signature of the Candidate.

5.0 Paste the cash receipt properly.

Paste the cash receipt (original) firmly, from the edge
(Keep a photocopy of the receipt)

Date : _____.

7.0 Certificate of the Head of the Department (Referring to the personal file) :

6.0 Certificate of the Candidate :

I declare that during the five years preceding 31.12.2013, I have earned all increments (excluding those conditional to passing service or departmental examinations), possessed active and satisfactory service period as at 31.12.2013, as per para 06(b) of the *Gazette* notification and that I have not been subject to any form of disciplinary punishment (Excluding warning). Further, I declare that I shall be bound by the decisions taken by the Commissioner General of Examinations, on conducting and issuing results of this examination.

I hereby certify that Mr./Mrs./Miss who is submitting this application is serving in a post of in Ministry/Department of under the Central Government/Provincial Council of and has earned all salary increments during the period of 5 years prior to 31.12.2013 (Excluding those conditional to passing service or departmental examinations), has not been subjected to any disciplinary punishment (Except warnings) during the said period, possessed active and satisfactory service period of (five/ten) years, as per para 06(b) of the *Gazette* Notification, he/she is eligible to sit for this examination as per regulations stipulated in the relevant *Gazette* Notification, he/she has paid the prescribed examination fees and affixed the receipt herein and signed this application in my presence.

_____,
Signature of the Head of
Department/Authorized Officer.

I declare that I am eligible to sit this Limited Competitive Examination as per all rules and regulations mentioned in the *Gazette* and that to the best of my knowledge, the information given in this is true and that I have affixed the receipt No. dated being payment of the examination fees. I also agree to be bound by the rules and regulations of this examination and any decision that may be taken to cancel my candidature prior or during or after the examination if it is found that I am ineligible according to the minute of this examination. Further, I declare that I shall be bound by the rules and regulations

Name : _____.
Designation : _____.
Date : _____.
(Place Official Frank)

06-175

PUBLIC SERVICE COMMISSION

Ministry of Youth Affairs and Skills Development

DEPARTMENT OF TECHNICAL EDUCATION AND TRAINING

COMPETITIVE EXAMINATION TO RECRUIT TO THE POSTS OF INSTRUCTOR CLASS III (SPECIAL CADRE) OF SRI LANKA TECHNICAL EDUCATION SERVICE - 2014

APPLICATIONS are invited for the following posts of Instructor Class III (Special Cadre) of Sri Lanka Technical Education Service, under the Department of Technical Education and Training.

Post No.	Post	Sinhala Medium	Tamil Medium	English Medium
1.	Instructor (Electronics)	10	04	—
2.	Instructor (Building Trade)	39	09	—
3.	Instructor (Motor Mechanism)	29	08	—
4.	Instructor (Wood work)	40	04	—
5.	Instructor (Refrigeration and Air Conditioning)	08	02	—

<i>Post No.</i>	<i>Post</i>	<i>Sinhala Medium</i>	<i>Tamil Medium</i>	<i>English Medium</i>
6.	Instructor (Technical Drawing)	35	08	–
7.	Instructor (Electrical)	27	09	–
8.	Instructor (English)	–	–	32
9.	Instructor (Computer Technology)	20	03	–
10.	Instructor (Science/Maths)	24	07	–
11.	Instructor (Commerce)	34	09	–
12.	Instructor (Metal Work)	29	06	–
13.	Instructor (Jewellery Design and Manufacturing)	02	–	–
14.	Instructor (Agriculture)	06	–	–
15.	Instructor (Short hand and typewriting)	14	06	18

01. *Procedure of Recruitment.*– Recruitment will be made on the results of the Open Competitive Examination for the vacancies in the posts of Instructor Class III (Special Cadre) of Sri Lanka Technical Education Service, under the Department of Technical Education and Training. This examination will be conducted by the Commissioner General of Examination on behalf of the Appointing Authority, in terms of the service minute of Sri Lanka Technical Education Service.

02. *Qualifications.*– Every applicant should have fulfilled the following qualifications before the closing date of applications :

- (i) Should be a citizen of Sri Lanka ;
- (ii) Should not less than 21 years and not more than 40 years of age on the closing date of application ;
- (iii) Must have good moral character and physical fitness ;
- (iv) Should have obtained 03 years teaching/industrial field experience after obtained a degree, in the relevant field from recognized University, as follows :

<i>No.</i>	<i>Designation</i>	<i>Educational/Vocational Qualification and Experience</i>
1.	Instructor (Electronics)	<p>have obtained</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Electronics and Telecommunication) ; <li style="text-align: center;">or – Higher National Diploma in Engineering (Electrical Engineering - Electronics) ; <li style="text-align: center;">or – National Certificate in Technology (Electrical and Electronics Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/ Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.
2.	Instructor (Building Trade)	<p>have obtained</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Civil Engineering) ; <li style="text-align: center;">or

<i>No.</i>	<i>Designation</i>	<i>Educational/Vocational Qualification and Experience</i>
		<ul style="list-style-type: none"> – Higher National Diploma in Engineering (Civil Engineering) ; <li style="text-align: center;">or – National Certificate in Technology (Civil Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/ Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.
3.	Instructor (Motor Mechanism)	<p>have obtained</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Mechanical Engineering - Motor Mechanism) ; <li style="text-align: center;">or – Higher National Diploma in Engineering (Mechanical Engineering - Motor Mechanism) ; <li style="text-align: center;">or – National Certificate in Technology (Mechanical Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/ Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.
4.	Instructor (Wood Work)	<p>have obtained</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Mechanical/Civil Engineering) ; <li style="text-align: center;">or – Higher National Diploma in Engineering (Mechanical/Civil Engineering) ; <li style="text-align: center;">or – National Certificate in Technology (Civil Engineering/Mechanical Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or

No.	Designation	Educational/Vocational Qualification and Experience
		<ul style="list-style-type: none"> – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/ Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.
5. Instructor (Refrigeration and Air Conditioning)		<p>have obtained</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Mechanical/Production Engineering) ; <li style="text-align: center;">or – Higher National Diploma in Engineering (Mechanical Engineering - Refrigeration and Air Conditioning) ; <li style="text-align: center;">or – National Certificate in Technology (Mechanical Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/ Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.
6. Instructor (Technical Drawing)		<p>have obtained</p> <ul style="list-style-type: none"> – A course, including Technical Drawing as a subject of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Mechanical Engineering) ; <li style="text-align: center;">or – Higher National Diploma in Engineering (Mechanical Engineering) ; <li style="text-align: center;">or – National Certificate in Technology (Mechanical Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/ Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.

<i>No.</i>	<i>Designation</i>	<i>Educational/Vocational Qualification and Experience</i>
7.	Instructor (Electrical)	<ul style="list-style-type: none"> – A course, including Electrical Technology as a subject of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Electrical Engineering) ; <li style="text-align: center;">or – Higher National Diploma in Engineering (Electrical Engineering) ; <li style="text-align: center;">or – National Certificate in Technology (Electrical and Electronics Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/ Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.
8.	Instructor (English)	<ul style="list-style-type: none"> – A Degree from a recognized University with English as a subject ; <li style="text-align: center;">and – Three (03) years experience in Teaching English after completion of such qualifications ; <li style="text-align: center;">or – Three year experience in teaching English after obtaining a degree from a recognized University, in English medium.
9.	Instructor (Computer Technology)	<ul style="list-style-type: none"> – B. Sc. degree in Computer Science/Computer Engineering obtained from recognized university ; <li style="text-align: center;">or – B. Sc. degree including Computer subject as a main subject obtained from a recognized university ; <li style="text-align: center;">or – B. Sc. (Engineering) degree with Computer Science obtained from a recognized university ; <li style="text-align: center;">or – B. Sc. Degree obtained from a recognized University with Post Graduate Diploma in Information Technology obtained from a recognized University ; <li style="text-align: center;">and – Three (03) years teaching and/or practical experience, in Computer Technology ; field after obtaining the above qualifications ; <li style="text-align: center;">or – Two years full time Advanced Diploma certificate in Computer Technology awarded by the National Institute of Business Management ; <li style="text-align: center;">or – Equivalent or higher qualifications (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – Five years teaching experience in Computer Technology field after completion one of the above qualifications.

<i>No.</i>	<i>Designation</i>	<i>Educational/Vocational Qualification and Experience</i>
10.	Instructor (Science/Maths)	<p>have obtained ;</p> <ul style="list-style-type: none"> – B. Sc. Degree including Physics and Mathematics (Applied Maths or Pure Maths), from a recognized University ; <li style="text-align: center;">and – Three (03) years teaching experience, after obtaining the degree.
11.	Instructor (Commerce)	<p>have obtained ;</p> <ul style="list-style-type: none"> – A degree in Business Administration or Public Administration or Commerce or Economics from a recognized university – Diploma in Commerce obtained from a Technical College under the Department of Technical Education and Training/Sri Lanka Institute of Advance Technology ; <li style="text-align: center;">or – Equivalent or higher qualifications (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – Three years (03) experience in teaching/relevant field after completion of the qualifications.
12.	Instructor (Metal Work)	<p>Have obtained ;</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – National Diploma in Technology (Mechanical Engineering) ; <li style="text-align: center;">or – Higher National Diploma in Engineering (Mechanical Engineering) ; <li style="text-align: center;">or – National Certificate in Technology (Mechanical Engineering) ; <li style="text-align: center;">or – Full Technological Certificate of the City and Guilds of London Institute (in relevant field) ; <li style="text-align: center;">or – Equivalent or higher, recognized Technician level qualifications in the relevant field (Qualifications accepted by the Ministry of Public Administration and the University Grant Commission) ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects including Sinhala/Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in relevant field after completion one of the above qualifications.
13.	Instructor (Jewellery Design and Manufacturing)	<p>Have obtained ;</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <li style="text-align: center;">or – Diploma in Jewellery design and manufacturing ; <li style="text-align: center;">and – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/Tamil language and Mathematics/Arithmetic at not more than two sittings ; <li style="text-align: center;">and – Five years teaching and/or practical experience in Jewellery design and manufacturing.

<i>No.</i>	<i>Designation</i>	<i>Educational/Vocational Qualification and Experience</i>
14.	Instructor (Agriculture)	<p>Have obtained ;</p> <ul style="list-style-type: none"> – A course of relevant field of National Vocational Qualification (NVQ) Level 5 or above, from an institution recognized by the Tertiary and Vocational Education Commission ; <p style="text-align: center;">or</p> <ul style="list-style-type: none"> – Diploma in Agriculture obtained from hardy Senior Technical College, Ampara, Technical College Kuliyapitiya, Agriculture school in Kundasale or Agriculture school in Peradeniya or equivalent or higher qualifications ; <p style="text-align: center;">and</p> <ul style="list-style-type: none"> – have passed the G. C. E. (O/L) Examination in six subjects including Sinhala/Tamil language and Mathematics/Arithmetic at not more than two sittings ; <p style="text-align: center;">and</p> <ul style="list-style-type: none"> – Five years teaching and/or practical experience in relevant subject.
15.	Instructor (Short hand and typewritten)	<p>Have obtained ;</p> <ul style="list-style-type: none"> – Higher certificate in short hand and typewriting and commercial certificate (book keeping) in the relevant medium, obtained from a College of Technology/Technical College under the Department of Technical Education and Training or equivalent or higher qualifications ; <p style="text-align: center;">and</p> <ul style="list-style-type: none"> – have passed the G. C. E. (O/L) Examination in six subjects (06) including Sinhala/Tamil language and Mathematics/Arithmetic at not more than two sittings ; <p style="text-align: center;">and</p> <ul style="list-style-type: none"> – Five years teaching and/or practical experience in relevant subject.

03. Conditions of Employment :

- (i) This post is permanent and pensionable. Selected candidates will be required to contribute to the Widows and Orphans, Widower and Orphans Pension Scheme.
- (ii) Will be subjected to three year period of probation.
- (iii) Should liable to serve in any part of the Island.
- (iv) Should pass 1st efficiency bar within 03 years from the appointment to class III (Special Cader) of Sri Lanka Technical Education Service, i. e. probationary period.
- (v) Officers appointed to these posts are expected to obtain the proficiency in second language within 05 years from the date of appointment, in terms of Public Administration Circular No. 01/2014.

04. Salary and Allowances.– The monthly consolidated salary scale applicable to this post is Rs. 22,935 - 645x10 - 790x8 - 1,050x17 - Rs. 53,555 (SL-1-2006) salaries will be paid in terms of P. A. Circular No. 06/2006 payment of increments will be subjected to pass the Efficiency Bar, specified in paragraph 03(IV) above.

05. Written Examination.– The applicants to whom the admission has been issued must appear for the written examination, conducted by the Commissioner General of Examination. Examination will be conducted in Sinhala, Tamil and English medium. Applicants, who submitted a degree in English medium as a qualification to apply to the Post of Instructor in English, must appear for a special question paper, conduct in English Medium.

Syllabus.– Consist of following question papers :

General Knowledge - 100 marks Duration - 01 hour

This question paper has been set to assess candidates knowledge of economic, social political, Geographical matters in National and International Level. This paper consist 50 multiple choice questions and all questions are compulsory.

General Intelligence - 100 marks Duration - 01 hour

This question paper is consist of multiple choice questions and short answer questions to examine candidates capability of logically thinking, decisions making strength and discernment comprehension. This paper consist 50 multiple choice questions and all questions are compulsory.

Special English Question Paper, to be appeared by the candidates who submitted a Degree in English medium as a qualification to apply to the Post of Instructor in English 100 marks Duration - 03 hours)

This question paper consists of essay, evaluation, summarizing and intelligence.

06. *Interview.*— Candidates, who qualify according to the merit order of the competitive examination must appear for an interview to verify basic qualifications, mentioned in the notification of recruitment. (marks will not be granted for the interview).

Priority list of candidates who got 40% or above for each subject will be prepared on the total of such marks and number of Candidates recruit will be decided by the Public Service Commission, on the available number of vacancies in each subject field.

07. *Method of Application* :—

- (I) Applications, should be prepared, indicating No. 01 to 07 appearing in 1st page, No. 08 to 11 appearing in 2nd page and the rest in 3rd page and details relevant thereto should be indicated in their own hand writing, clearly in language medium applied for the examination. Applications without conformity with the specimen form and incomplete applications will be rejected, without notification. It will be useful to keep a photocopy of the application. When preparation of application, name of the examination, mentioned in its caption, should be mentioned in English in addition to Sinhala in Sinhala applications and in English in addition to Tamil in Tamil applications.
- (II) Applications, prepared according to the undermentioned specimen form should be sent under registered cover to reach the “Commissioner General, Organization and Foreign Examination Division, Department of Examinations, Pelawatte, Battaramulla” on or before 07th July, 2014. The envelope enclosing the application should be marked “Post of Instructor Class III (Special Cadre) of Sri Lanka Technical Education Service”. If applying more than one posts, post number and post should be mentioned, according to the preference order for each post applied for. Only those who are possess basic qualifications according to *Gazette* notification will be called for written examination.
- (III) Applications of candidates, who are in Public Service, should be submitted through their Head of Departments.
- (IV) Copies of following all documents, certified by the applicant that true copy, should be submitted together with the application :
 - (i) Certificate of Registration of Birth (Baptismal Certificate or the Certificate of Birth issued for the purposes of the Code of Regulations for Assisted Schools will not be accepted) ;
 - (ii) Degree Certificate with details of subjects or other educational certificates ;
 - (iii) Certificates of professional and/or Technical qualification that confirm experience ;
 - (iv) Certificates of the highest examination passed in Sinhala, Tamil and English.

08. *Date of Examination* :

- (I) This examination will be held in the month of September, 2014 in Colombo. The Commissioner General of Examinations reserves the right to postpone or cancel this examination, on the instructions of Public Service Commission.
- (II) Immediately after issue of admission cards to the candidates a newspaper notification will be published by the Department of Examination. If admission card is not received by the applicant, even the lapse of 02 or 03 days after the publication of such notice, candidates should notify the Department of Examinations, as set out in the notification. It will be more useful to notify the Department along with a certified photocopy of the application and paying receipt retained by the candidates registration receipt of post and fax number, when it is out side the Colombo to send the admission card, along with the letter of request.

09. *Admission to Examination* :

- (I) Admission card will be issued by the Commissioner General of Examination. Candidates should submit their admission card with their signature, duly attested to the supervisor of the examination hall. Candidates, who failure to submit admission cards will not be permitted to appear for the examination.
- (II) Candidate should appear for the examination in stipulated examination hall. All rules and regulations to be abided by all candidates are printed at the beginning of the *Gazette* notification.

(III) Candidates will be subjected to the rules and regulations, enacted by the Commissioner General of Examinations. Relating to conduct the examination and in the event of violating these rules and regulations, he/she will be liable to a punishment to be imposed.

10. *Identity of Candidate.*— Candidate will be required to prove his/her identity at the examination hall to the satisfaction of the supervisor for each subject, he/she appear. For this purpose, one of the following documents will be accepted :

- (I) National Identity Card issued by the Department of Registration of Persons,
- (II) A valid passport.

11. *Penalty for furnishing false information.*— If the candidate is found to be ineligible, his candidature is liable to be cancelled at any stage prior to, during or after the examination. If it is found that a candidate has furnished information with knowledge that they are false, or if he has willfully suppressed any material, will be liable for dismissal from the Public Service.

12. *Examination Fee.*— The fee for the examination is Rs. 1,000. Such fee should be paid before the closing date of applications at any People's Bank branch to the Account Number 176-1001-39026228 (Mid City Branch) of the Director General, Department of Technical Education and Training. The receipt obtained from the People's Bank should be affixed at the relevant cage provided in the application. This fee will not be refunded it is useful to retain a photocopy of the receipt.

13. Reference is requested to the conditions stipulated in the Procedural Rules of Public Service Commission and general conditions applicable to appointments in the Public Service published at the beginning of paragraph 3 of this *Gazette* notification and also to the Service Minute of Sri Lanka Technical Education Service, published in the General Part 1 of *Gazette* No. 415 of 15.08.1986. Clauses of Section 10-12 of Chapter II of Establishments Code will be relevant as applicable for the Post.

14. Public Service Commission reserves the right, not to fill all or part of the vacancies.

15. In the event of any inconsistency between the Sinhala/Tamil and English texts of this notification, Sinhala text shall prevail.

By Order of Public Service Commission,

Secretary,
Ministry of Youth Affairs and Skills Development.

06th June, 2014.

SPECIMEN APPLICATION FORM

MINISTRY OF YOUTH AFFAIRS AND SKILLS DEVELOPMENT

COMPETITIVE EXAMINATION FOR RECRUIT TO THE POSTS OF INSTRUCTOR IN CLASS III (SPECIAL CADRE) OF THE
SRI LANKA TECHNICAL EDUCATION SERVICE - 2014

Post	Post No.	Language, Medium of Examination
Whether you have to appear for a Special English Paper, according to paragraph 5 of the <i>Gazette</i> notification : Yes/No		

01. Name with Initials :

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Initials at the end :
(In capital letters) : Eg. : SILVA A. B.

02. Name in full : _____.

03. (a) Official Address : _____.

(b) Private Address (in capital letters) (Admission will be sent to this Address) : _____.

(c) Personal Telephone Number : _____.

04. (d) Whether a Sri Lankan : Yes ☐ No ☐

05. (a) Date of Birth :

Year : Month : Date :

(b) National Identity Card Number :

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06. Age as at closing date of application :

Years : Months : Days :

07. Details of Present Post :

- (a) Post and the date of appointment : _____.
- (b) Whether permanent or temporary : _____.
- (c) Whether pensionable or non-pensionable : _____.
- (d) Whether confirmed in the post : _____.
- (e) Department : _____.
- (f) Institute/Place of work : _____.

08. Particulars of Educational Qualifications (Including certificates of proficiency in Sinhala, Tamil Language) :

Examination	University/Institution	Year	Subject field
1.			
2.			
3.			
4.			

09. Particulars of Teaching/Work Experience :

Name of the Institution served	Designation	Certificate obtained	Period	Subject field/ professional field
1.				
2.				
3.				
4.				

(Copies of relevant certificate should be attached)

10. Previous appointments (to be stated in chronological order with exact dates) :

Department/ Institution	Place of work	Designation	Whether permanent or temporary	From	To	Period
1.						
2.						
3.						
4.						

11. Whether you have been convicted in a Court of Law ? If so give details : _____.

12. If served in a Government Department/Corporation or Board state reasons for termination of service : _____.

13. Is there any disciplinary inquiry pending against you ? If so state details in brief : _____.

Receipt of the examination fees

I, hereby certify that the particulars furnished by me in this application are true and accurate. I am also aware that if any particulars contained therein are found to be false and incorrect, before selections, I am liable to disqualification and to dismissal without compensation if the inaccuracy is detected after the appointment, further, I declare that I will subject to the rules and regulations, enacted by the Commissioner of Examinations regarding held the Examination.

_____,
Signature of Applicant.

Date : _____.

For Candidates of Public and Provincial Public Service :

Recommendation of the Head of the Department

I, hereby certify that the particulars contained in No. 01 to 13 of the above officer, are true and correct and that the correct examination fee has been paid and the receipt for the same is affixed.

_____,
Signature of the Head of the Department.

Date : _____.

06-107

PUBLIC SERVICE COMMISSION

Ministry of Media and Information

**COMPETITIVE (OPEN/LIMITED) EXAMINATION FOR
THE RECRUITMENT TO THE EXECUTIVE CLASS I
GRADE III OF THE PRINTING SERVICE OF THE
DEPARTMENT OF GOVERNMENT PRINTING - 2012**

APPLICATIONS are invited under the direction of Public Service Commission from the qualified candidates to fill 20 vacancies for the Posts of Class I Grade III of this Department. The applications should be furnished according to the specimen given at the conclusion of this notice, on or before the date mentioned, to the Commissioner General of Examinations, Organizations and Foreign Branch, Department of Examinations, Pelawatte, Battaramulla by registered post. "The Limited/Open Competitive Examination to recruit to Executive Class I Grade III of the Department of Government Printing" should be clearly mentioned on the top left corner of the envelope. If the applications are filled in languages other than English Language, the name of the Examination has to be written in respective languages on the application in addition to the name of the examination written in English.

- (a) The applications should be sent on or before 07th July, 2014.

N. B.- Any complaint regarding the loss or delay in the post will not be considered. Any inconvenience caused due to being delayed until the last date in sending the applications should be borne by the applicants.

(1) *Method of Recruitment* .— The applicants who obtained the required marks in the open competitive examination should be called for an interview and after examining the qualifications internal and external candidates will be recruited.

Every applicant should be answered to all Question Papers. Those who secured 40% from each paper are called for an interview depending on the number of vacancies. An Interview Board comprised of the approved members of the Public Service Commission would examine the qualifications. (no marks will be given in the interview)

The number of appointments and the date of appointment will be decided by the Public Service Commission.

(2) *Salary Scale* .— According to the Public Administration salary circular No. 6/2006. this post carries (monthly) Salary Scale of :-

SL -1 - 2006 Rs. 22,935 - 10 x 645 - 8 x 790 - 17 x 1,050 - Rs. 53,555.

(3) *Conditions of Employment* :-

- (i) This post is permanent and pensionable. contributions should be made to the widow/widowers and Orphans Pension Fund.
- (ii) Officers who are selected externally for this post are liable to undergo three (03) year probation period while those officers who are selected internally are required to undergo one year acting period in the respective selected post.
- (iii) In terms of the Public Administration Circular No. 01/2014 and other similar circulars those who are selected for the posts should gain the proficiency in official languages.

- (iv) These appointments are subjected to the procedural rules of the Public Service Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and other applicable Departmental regulations.

(4) *Qualifications :-*

4.1 For External Candidates : 07 Vacancies

The Post of Assistant Government Printer (Production)

- (i) Should have obtained a Science Degree with a class and with Chemistry/Computer Science (as main subject), or Degree in Printing Technology from a University recognized by the University Grants Commission ;

or

- (ii) Should have obtained a Degree in Printing Engineering or Engineering (Mechanical/ Electrical/ Telecommunications/ Electronics/Production) ;

or

- (iii) Should have followed two (02) courses in Printing Technology in Sri Lanka Institute of Printing (Duration of courses should not be less than one year) and also should have five (05) years service in the Department of Government Printing with a Science Degree.

4.2 For Internal Candidates : 08 Vacancies

Assistant Government Printer (Production)

- (i) Should be an officer who has been held a post of Head Foreman or Grade II Foreman in the Printing Service;

and

Should have obtained certificates for 2 courses in Printing Technology in the Sri Lanka Institute of Printing from a recognized institute of Printing (Duration of a course should not be less than one year) ;

or

- (ii) should be an officer who has been held a post of the Head Printing Editor or Assistant Head Printing Editor Grade II in Printing Service and should have followed and obtained certificates for 3 courses in Printing Technology from the Sri Lanka Institute of Printing or from a recognized Institute of Printing (Duration of a course should not be less than one year)

- (iii) Should have completed a satisfactory service in succeeding five (05) years, proceeding immediately on the final date of closing applications.

Post of Assistant Government Printer (Maintenance) (03 posts)

Qualifications :

- (i) Should be an officer who has been held the Head Foreman (Maintenance) or Grade II Foreman (Maintenance) in the Printing Service.

- (ii) Should have obtained certificates in 02 courses in Printing Technology in Sri Lanka Institute of Printing or from a recognized Institute of Printing (Duration of a course should not be less than one year) ;

or

Should be a Head Foreman in Grade I, with Ten (10) years consolidated experience in the Grade I or Grade II Foreman Posts ;

- (iii) Should have completed satisfactory service in succeeding five (05) years preceding immediately on the final date of closing applications.

Post of Assistant Government Printer (Printing Editor) (02 posts)

Qualifications :

- (i) Should be an officer who has been held the Head Printing Editor or Grade II Printing Editor in the Printing Service;

and

Should have obtained certificates for 2 courses from Sri Lanka Institute of Printing or from a recognized institute (Duration of a course should not be less than one year) ;

- (ii) Should have completed satisfactory service in succeeding five (05) years preceding immediately on the final date of closing of applications.

(5) *Physical Qualifications :*

- (i) Every candidate should be ready to work throughout Sri Lanka.
- (ii) Should possess adequate physical and mental fitness.

(6) *Age Limit :*

- (i) Should not be less than 22 years of age and not more than 28 years of age.

(Permanent applicants of the Department are exempted from this age limit)

(7) *Other Qualifications :*

- (i) Applicants should be Citizens of Sri Lanka;
- (ii) Applicants should be of unblemished character;
- (iii) Should not be a monk, priest or clergy of any religion;

(iv) Applicant should have completed all the required Qualifications on every manner for the recruitment to the post on the last date of publication of the notice/ Gazette for Publication.

(8) .1 *Written Examination .—*

8.1.1 This examination is held under the patronage of the Commissioner General of Examinations

8.1.2 Recommended field of subjects

Written examination will be held on following subjects to recruit Grade III officers.

(i) Comprehension	02 hours	-	100 marks
(ii) General Intelligence	01 hour	-	100 marks
(iii) General Knowledge	02 hours	-	100 marks

Name of Examination	Syllabus
(i) Comprehension	By this paper a few short sentences should be included into one sentence, definitions for specific underline words find out most suitable alternative clause, Comprehensive Questions and writing own essay on given paragraph to prove candidate's capability in expression of precise and clear presentation of ideas and language, summerizing and vocabulary strength in essay writing.
(ii) General Intelligence	A Question paper to test the General Intelligence, logical skills, expression of ideas, psychological power, Telepathitcal ability, statistical skills and comprehension skill.
(iii) General Knowledge	Candidates are tested on following options - Local and International prominent information, current affairs of scientific and industrial development skills in printing field and social, economic wellbeing cultural and environmental situation of the candidates dwelling area.

A written aptitude test will be held to officers to absorb Grade III Cadre on following subjects:

- (i) General Administration : 03 hours 100 marks
- (ii) Printing technology : 03 hours 100 marks

Name of the paper	Syllabus
(i) General Administration	Procedural rules of the Public Service Commission, Establishment Code Statutes and departmental regulations and knowledge are tested in this paper.

Name of the paper	Syllabus
(ii) Printing Technology	<p>(i) Pre- Printing Type setting , Lay outting papers, creating computer designs, works in process camera, planning and lay-outting by using film roles, Ripping, setting images, Forming plates and forming polymer plates.</p> <p>(ii) Printing Print Offset Litho Web Print Letter Press forms Print Letter Press Rotary.</p> <p>(iii) Post Printing Cutting, Folding, Gathering and Inserting wiring, sewing sections and perfect binding Forming case covers, making ledgers, foiling Rebinding and special Binding works.</p> <p>(iv) Other Cutting using dye, blind embossing, foil laminating, creasing and perforating, costing and Estimation , security printing.</p> <p>(v) Future Requirements :- setting plates, print continuous stationery, Digital Printing</p> <p>(vi) Compiling :- Pre-Editing , proof Reading, Examining machine proofs.</p> <p>(vii) Maintaining and repairing machines and machine Parts in the Equipment Maintaining and repairing machines and Electric parts in the Equipment maintaining and repairing computer and electronic parts Maintaining and repairing buildings (including electric parts)</p> <p>(Applicants are given opportunity to answer Four (04) Questions from Four (04) preferable parts out of the given questions from each part mentioned above)</p>

8.2 *Interview .—*

8.2.1 General Interview :- (marks are not awarded)

To examine whether recruitment purpose and other procedural qualifications are fullfiled or not and physical capability.

(9) *Examination rules .—*

(i) The Examination will be conducted in Sinhala, Tamil, and English . Candidates are free to choose a medium at their will but should answer all the papers in only chosen medium.

All external candidates should be answered to all three (03) Question papers while internal candidates need to answer only two (02) papers

(ii) Examination fee is Thousand Rupees (Rs. 1,000/-)
This fee must be sent to Commissioner General of Examination to be debited to his revenue head 2003-02-13 through any Post office throughout the Island and receipt should affixed on the space indicated in the application and photostat copy should be kept in your possession for your own benefit.

(iii) Examination Fee is not refundable under any circumstances.

(iv) This examination will be held in Colombo and the date will be informed on due course.

(v) Illegible and incomplete applications will be rejected without informing.

N. B.— Nobody is allowed to enter into the examination hall without the admission card. On the examination day the applicants should furnish only their admission card with an attested signature.

(vi) The application must be prepared on a A4 paper and the size is 22-29 cm and external applicants must place clauses 1.0 to 2.11 on front page of the application while clauses 3.0 to 6.0 on second page and Internal applicants must prepare their application placing clauses 1.0 to 2.11 on front page and 3.1 to 7.0 on second page and remaining clauses on third page and particulars should be written by own hand writing, if relevant and incomplete application will be rejected without further notice. keeping a copy of the application with you, is helpful. Further, applicant must compare the application with specimen published in notice to ascertain the accuracy. Any discrepancy would course to reject the application. Therefore advise to applicant to prepare the application strictly according to the specimen given in the notice of the *Gazette* Notification.

(vii) The receipt of application will not be acknowledged and issue admission cards to applicants who would have submitted completed applications in all aspects, soon after issuing the admissions cards it is published in the news papers in all mediums. If the admission cards are not received in two or three days after the notice published in newspapers then need to inform to Department of Education with a photostat copy of the application that kept with you alone the copy of the receipt, if the applicant stays out of Colombo a Fax Number must be sent with requesting letter to the Examination Department of Sri Lanka.

(viii) Commissioner of Examinations reserves the rights to postponed or cancel the examination with the approval of Public Service Commission.

(ix) All candidates are bound to comply with procedural rules imposed by Commissioner General of Examinations. Violations of these rules are liable for punishment imposed by the Commissioner General of Examinations.

(x) *Identity of the applicant.*— Candidates should prove their identity to the supervisor of the Examination hall. For this purpose one of the following documents will be accepted.

1. National Identity Card,
2. Passport,
3. Driving Licence.

Note.— (a) Any document should not be attached to the application.

(b) If applicant fails to produce the documents when demand then such applications are not be considered.

(c) Employees of Government Service/Local Government Service/State Corporations should tender their applications through heads of respective bodies. Before the examination all such candidates should be attested their signatures by the relevant heads of their working place. Candidates who are not employees as mentioned above, should get attested by Principal of a School, Retired Principal, Grama Niladhari of the area, Justice of Peace, Commissioner of Oaths, Lawyer, Notary Public, Commissioned Officer of any force, Any Government or Local Government Staff Officer whose salary exceeds Rs. 240,360 or clergy of religious or someone holds such dignity.

10. Punishment to false information.— If it is disclosed that an applicant does not possess the qualification at anytime before the examination or in the course of the examination or after the examination, his/her application is liable to be cancelled. If it is disclosed that an applicant has furnished false facts knowing that it is false or that he/she has wilfully hidden any fact he/she is liable to be dismissed from government service.

11. This post is liable to amendments of periodical procedural rules of the Public Service Commission Circulars of the Government and Departmental Regulations to Grade III Executive cadre.

12. Any issue arise out of these regulations the Public Service Commission reserves the ruling over such occasions.

By order of the Public Service Commission,

CHARITHA HERATH,
Secretary,
Ministry of Media and information.

June 06, 2014.

SPECIMEN APPLICATION

(For Office use only)

APPLICATION FOR THE LIMITED COMPETITIVE EXAMINATION FOR
RECRUITMENT TO EXECUTIVE SERVICE CADRE, CLASS I GRADE III IN THE
PRINTING SERVICE - ASSISTANT GOVERNMENT PRINTER (PRODUCTION),
ASSISTANT GOVERNMENT PRINTER (MAINTENANCE - PRINTING
MECHANICAL) ASSISTANT GOVERNMENT PRINTER (MAINTENANCE -
ELECTRONICS) ASSISTANT GOVERNMENT PRINTER (PRINTING EDITOR) IN
THE DEPARTMENT OF GOVERNMENT PRINTING - 2012

1.0 Medium :

Language medium for the examination :

Sinhala - 2

Tamil - 3

English - 4

(Relevant number should be written in the cage)

2.0 Personal Information :

- 2.1 Last Name with initials at the end : _____.
(In English capital letters) Example : (SILVA, A. B.)
- 2.2 Name in full : _____.
(In English capital letters)
- 2.3 Name in full : _____.
(Sinhala/Tamil)
- 2.4 Permanent address : (In English capital letters) : _____.
- 2.5 Permanent address (Sinhala/Tamil) : _____.
- 2.6 Gender : ☐
(Male - 0, Female - 1)
(Write relevant number in the cage)
- 2.7 Civil status : ☐
(Single - 1, Married - 2)
(Write relevant number in the cage)
- 2.8 National identity Card Number :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
- 2.9 Date of birth :
 Year : Month : Date :
- 2.10 Age as at the closing date for applications :
 Years : Months : Days :
- 2.11 Telephone Number (if any) :

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

3.1 The post apply : ☐

- | | | |
|--|---|----|
| Assistant Government Printer (Production) | - | 01 |
| Assistant Government Printer (Maintenance - Printing Mechanical) | - | 02 |
| Assistant Government Printer (Maintenance - Electronic) | - | 03 |
| Assistant Government Printer (Printing Editor) | - | 04 |
- (Write the relevant Number of the Post in the cage)

3.2 Do you intend to forward an application for the open competitive examination ? : _____.

4.0 Information regarding the Qualification : _____.

- 4.1 The current occupation and section in the Printing Department.
- 4.2 The number of courses you have followed in printing and the name of the institute :

5.0 Receipt

(Firmly paste the receipt here)
(Keep the photostat copy of the receipt)

6.0 Applicant's Declaration :

I, do hereby declare that the foregoing particulars are true and the No. date of receipt of fees are pasted on the

application. I agree to abide by any decision to cancel my examination candidature before in the course of or after the examination and I agree to be bound by the rules and regulations stipulated by the Commissioner General of Examinations.

_____,
Applicant's Signature.

Date : _____.

7.0 Attestation of the signature of the applicant:

(According to notice 9C of the *Gazette* notification)

I, do hereby certify that (Full name) who submits this application is personally known to me and that he/she placed his/her signature before me on this

_____,
Signature of the Officer attesting the Signature.

Date : _____.

Full Name of the Attesting Officer : _____.

Occupation: _____.

Address : _____.

(Official seal)

8.0 Certification of the Head of the Section of the Applicant :

I, do hereby certify that the applicant is currently (designation) of (Branch) of Government Printing Department and forward the application for further requirements.

_____,
Head of the Section.

Date : _____.

Full Name of the Head of the Section : _____.

Designation : _____.

(Official Seal)

9.0 Certification of the Head of the Section of Personal files :

I, do hereby certify the applicant has fulfilled every and single required qualifications stipulated in *Gazette* Extraordinary publication No. 1816/12 on 26.06.2013 and also clause 3.0 of Sri Lanka Printing service minute and he/she is not guilty of any disciplinary inquiry since 2014 for the last five (05) years.

_____,
Head of the Section of
Personal Files.

Date : _____.

Name of the Head of Personal Files : _____.

Designation : _____.

(Official Seal)

SPECIMEN APPLICATION

For office use only

APPLICATION FOR THE OPEN COMPETITIVE EXAMINATION FOR
 RECRUITMENT TO EXECUTIVE SERVICE CADRE CLASS I GRADE III IN
 THE PRINTING SERVICE IN THE DEPARTMENT OF GOVERNMENT
 PRINTING - 2012

1.0 Medium :

Medium for the Examination :

Sinhala	-	2
Tamil	-	3
English	-	4

(Write relevant number in the cage)

2.0 Personal Information :

- 2.1 Last name with initials at the end : _____.
 (Eg.- SILVA, A. B. in English capital letters)
- 2.2 Name in full (In English capital letters) : _____.
- 2.3 Name in full (Sinhala/Tamil) : _____.
- 2.4 Permanent address : _____.
 (In English capital letters)
- 2.5 Permanent address : _____.
 (Sinhala/Tamil)

2.6 Gender :

- | | | | |
|--------|---|---|--|
| Male | - | 0 | |
| Female | - | 1 | |
- (Write relevant number in the cage)

2.7 Civil Status :

- | | | | |
|---------|---|---|--|
| Single | - | 1 | |
| Married | - | 2 | |
- (Write relevant number in the cage)

2.8 National Identity Card No :

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

2.9 Date of Birth :

Year : Month : Date :

2.10 Age as at the closing date of application :

Years : Months : Days :

2.11 Telephone Number (if any) :

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

- 3.0 (i) Date of the degree (Read notice 7(ii) in *Gazette* Notification carefully) : _____.
- (ii) University/Institute : _____.
- (iii) Date of Registration : _____.
- (iv) External/Internal : _____.
- (v) Degree : _____.
- (vi) Subjects : _____.
- (vii) Class : _____.
- (viii) Upper/Lower : _____.
- (ix) Examination Number : _____.
- (x) Medium for the Examination : _____.

4.0 Firmly paste the receipt :

(Firmly paste the receipt here)
 (Keep the photostat copy of the receipt)

5.0 Applicants declaration :

I, do hereby declare that the foregoing particulars are true and the number date of receipt of fees are pasted on the application. I also agree to abide by any decision to cancel my examination candidature before in the course of or after the examination and I agree to be bound by the rules and regulations stipulated by the Commissioner General of Examination.

 Signature of the Applicant.

Date : _____.

6.0 Attestation of the signature of the applicant :
 (According to notice of the *Gazette* Notification)

I, do hereby certify that (full name) who submits this application is personally known to me and that he/she placed his/her signature before me on this

 Signature of the officer attesting the signature.

Date : _____.

Full name of the attesting officer : _____.

Occupation : _____.

Address : _____.

(Official Seal)

**NEW SCALES OF CHARGES FOR NOTICES AND ADVERTISEMENTS IN THE
"GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA"
EFFECTIVE AS FROM JANUARY 01st, 2013**

**All the Gazettes could be downloaded from the www.documents.gov.lk
(Issued every Friday)**

1. All Notices and Advertisements are published at the risk of the Advertisers.
2. All Notices and Advertisements by Private Advertisers may be handed in or sent directly by post together with full payments to the **Government Printer, Department of Government Printing, Colombo 8.**
3. The office hours are from 8.30 a.m. to 4.15 p.m.
4. Cash transactions will be from 9.00 a.m. to 3.00 p.m.
5. **All Notices and Advertisements must be pre-paid.** Notices and Advertisements sent directly by post should be accompanied by Money Order, Postal Order or Cheque made payable to the Government Printer. Postage stamps will not be accepted in payment of Advertisements. Post Office - Borella will be the paying office for Money Orders.
6. To avoid errors and delay "copy" should be **on one side of the paper only and typewritten.**
7. **All signatures should be repeated in block letters below the written signature.**
8. Notices re-change of name from Non-Government Servants and Trade Advertisements are not accepted for publication.
9. Advertisements purporting to be issued under Orders of Courts will not be inserted unless signed or attested by a Proctor of the Supreme Court.
10. **The authorised scale of charges for Notices and Advertisements is as follows from January 01st, 2013 :-**

	<i>Rs.</i>	<i>cts.</i>
One inch or less	137	0
Every addition inch or fraction thereof	137	0
One column or 1/2 page of <i>Gazette</i>	1,300	0
Two columns or one page of <i>Gazette</i>	2,600	0

(All fractions of an inch will be charged for at the full inch rate.)

11. The "Gazette of the Democratic Socialist Republic of Sri Lanka" is published every Friday. Day of publication is subject to alteration in any week where Public Holidays intervene.
12. All Notices and Advertisements should reach the **Government Printer, Department of Government Printing, Colombo 8**, as shown in Schedule of Separate Notice published at the end of each part of the *Gazette* of the first week of every month.
13. All communications regarding non-receipt, change of address and of the *Gazette* of the Democratic Socialist Republic of Sri Lanka should be addressed to the Government Printer, Department of Government Printing, Colombo 08.
14. **REVISED SUBSCRIPTION RATES EFFECTIVE FROM JANUARY 1ST 2013 :**

***Annual Subscription Rates and Postage**

	Price <i>Rs. cts.</i>	Postage <i>Rs. cts.</i>
Part I :		
Section I	4,160 0	9,340 0
Section II (Advertising, Vacancies, Tenders, Examinations, etc.)	580 0	950 0
Section III (Patent & Trade Mark Notices etc.)	405 0	750 0
Part I (Whole of 3 Sections together)	890 0	2,500 0
Part II (Judicial)	860 0	450 0
Part III (Lands)	260 0	275 0
Part IV (Notices of Provincial Councils and Local Government)	2,080 0	4,360 0
Part V (Stage carriage permits and Book List)	1,300 0	3,640 0
Part VI (List of Jurors and Assessors)	780 0	1,250 0
Extraordinary Gazette	5,145 0	5,520 0

Subscription to the "Gazette of the Democratic Socialist Republic of Sri Lanka" are booked per periods of not less than 12 months so as to terminate at the end of a calendar year only.

*** Rates for Single Copies (if available in stock)**

	Price <i>Rs. cts.</i>	Postage <i>Rs. cts.</i>
Part I :		
Section I	40 0	60 0
Section II	25 0	60 0
Section III	15 0	60 0
Part I (Whole of 3 Sections together)	80 0	120 0
Part II	12 0	60 0
Part III	12 0	60 0
Part IV (Notices of Provincial Councils and Local Government)	23 0	60 0
Part V	123 0	60 0
Part VI	87 0	60 0

***All single copies could be obtained from Government Publications Bureau, No. 163, Kirulapone Mawatha, Polhengoda, Colombo 05.**

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

THE Weekly issue of the *Gazette of the Democratic Socialist Republic of Sri Lanka* is normally published on Fridays. If a Friday happens to be a Public Holiday the *Gazette* is published on the working day immediately preceding the Friday. Thus the last date specified for the receipt of notices for publication in the *Gazette* also varies depending on the incidence of public holidays in the week concerned.

The Schedule below shows the date of publication and the latest time by which notices should be received for publication in the respective weekly *Gazette*. All notices received out of times specified below will not be published. Such notices will be returned to the sender by post for necessary amendment and return if publication is desired in a subsequent issue of the *Gazette*. It will be in the interest of all concerned if those desirous of ensuring the timely publication of notices in the *Gazette* make it a point to see that sufficient time is allowed for postal transmission of notices to the Government Printer.

The Government Printer does not accept payments of subscription for the Government Gazette.

Note.—Payments for inserting Notices in the *Gazette of the Democratic Socialist Republic of Sri Lanka* will be received by the Government Printer.

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
	2014					
JUNE	06.06.2014	Friday	—	23.05.2014	Friday	12 noon
	13.06.2014	Friday	—	30.05.2014	Friday	12 noon
	20.06.2014	Friday	—	06.06.2014	Friday	12 noon
	27.06.2014	Friday	—	13.06.2014	Friday	12 noon
JULY	04.07.2014	Friday	—	20.06.2014	Friday	12 noon
	11.07.2014	Friday	—	27.06.2014	Friday	12 noon
	18.07.2014	Friday	—	04.07.2014	Friday	12 noon
	25.07.2014	Friday	—	11.07.2014	Friday	12 noon
AUGUST	01.08.2014	Friday	—	18.07.2014	Friday	12 noon
	08.08.2014	Friday	—	25.07.2014	Friday	12 noon
	15.08.2014	Friday	—	01.08.2014	Friday	12 noon
	22.08.2014	Friday	—	08.08.2014	Friday	12 noon
	29.08.2014	Friday	—	15.08.2014	Friday	12 noon

P. H. L. V. DE SILVA,
Acting Government Printer.

Department of Government Printing,
 Colombo 08,
 01st January , 2014.