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

අංක 1,516 – 2007 සැප්තැම්බර් 21 වැනි සිකුරාදා – 2007.09.21  
No. 1,516 – FRIDAY, SEPTEMBER 21, 2007

(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 each of the ‘Notices’ appearing in the 1st week of every month, regarding the latest dates and times of acceptance of notices for publication in the weekly *Gazette* at the end of each Part of the *Gazette of the democratic Socialist Republic of Sri Lanka*.

All notices to be published in every Part of the *Gazette* shall close at 12 noon of each Friday, *a fortnight before the date of publication*. All Departments, Corporations, Boards, etc., are advised that any notification fixing specific dates for closing times of applications in regard to vacancies, tender notices and the dates and times of auction sales, etc., should be prepared with due regard to this change, i.e., by giving adequate time both from the time of despatch of notice to the Government Press and from the date of publication thus enabling those interested in the contents of the notices to actively and positively participate.

All notices to be published in the weekly *Gazette* should reach this Department positively by 12 noon of the Friday, two weeks prior to date of publication e.g., Notices for publication in the weekly *Gazette* of 28th September, 2007 should reach the Government Press on or before 12 noon on 14th September, 2007.

LAKSHMAN GOONEWARDENA,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
January 01, 2007.

### 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 or 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 traveling 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 (1 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. If should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

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

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

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

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination hall. Should the Supervisor so requires each candidate is bound to declare everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## Post – Vacant

### SRI LANKA POLICE DEPARTMENT

#### Vacancies in the Post of Police Constable Driver

APPLICATIONS are invited from the Citizens of Sri Lanka for post of Police Constable Driver in the Sri Lanka Police Department.

02. Application forms duly perfected in accordance with the Specimen form given below, should be sent to “Director (Recruitment), Recruiting Office, 2nd Floor, New Secretariat Building, Colombo 01. The applications should be sent by registered post to the above mentioned address to reach on or before 21.12.2007 and the top left hand corner of the envelope enclosing applications should be marked “Police Constable Driver” Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police Department.

03. *Salary Scale*.— Police Constable Driver.

Rs. 166,560 – 7 x 1,440 -27 x 1,800 – Rs. 225,240

- (a) All uniforms will be provided free of charge.
- (b) Facilities to improve skills and talents in sports.
- (c) Traveling expenses for duty and money will be granted as rewards for outstanding and arduous duties.

04. *Basic qualifications required*.— Police Constable Driver.

- (a) *Age limits*.— The age should be between 19 and 28 years as at closing date as per the *Gazette* Notification.

*Educational qualifications*.—A minimum of six subjects should have been passed not or than twice including maths and language of recruitment in the G.C.E.(O/L) Examination.

Those who have passed on two sittings should have passed five subjects on the first sitting.

*Note 01*.— According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G.C.E. (O/L) both passes in Science subjects numbers 41 and 44 will be treated as one subject and both passes in Mathematics numbers 42 and 45 will be treated as one subject (They can't be considered as four separate subjects taking into account the number of subjects passed).

*Note 02*.— Failure in the technical subject 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 in the practical test.

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

(a) *Physical Requirements*.— Police Constable Driver

- (i) Height 5 feet 03 inches.(minimum)
- (ii) Chest 30 inches (deflated)

*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.

(b) *Visual requirements*.— Vision should not be less than 6/12 with each eye. If the vision is 6/6 with one eye and 6/18 with the other eye will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

(c) *Trade qualifications* :

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

*Note*.— Priority will be given in case of knowledge of Motor Mechanism, experience in repairs to vehicles and long experience in driving vehicles.

(d) *Other qualifications* :

- (i) Applicants should be unmarried (the divorced persons will also be treated as married for this purpose). This condition will not be applicable for officers who presently serve in the Police Department and who have fulfilled the qualifications.
- (ii) 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 the service.
- (iii) The applicants who have basic qualification will be tested for their ability for driving and maintain vehicles. Their knowledge of road rules and traffic signals and basic knowledge of mechanical theories of the vehicle in which the applicant has achieved competence in driving will also be tested.
- (iv) Successful applicants should pass a medical examination before they are enlisted. Applicants who are accepted as disqualified for the Police service will be rejected.
- (v) Applicants must qualify in an endurance test and a trade test which will be held by the Police Department prior to their appearance before the final selection board.

The following areas will be tested in the trade test.

- (a) Competence in driving vehicles.
- (b) The Highway code.
- (c) Knowledge of maintenance of, and minor repairs to vehicles.

05. *Conditions of Appointment :*

This appointment is permanent and pensionable. Contribution has to be made towards the widows/widowers orphans' pension scheme.

06. *Conditions of Service :*

- (i) This appointment is subject to a period of probation for three years.
- (ii) The applicant should abide by any regulations already in force enforce or which will be issued from time to time by the Government for implementation of the Official language Policy.
- (iii) They should be subjected to the regulations given in the first and second volume of the Establishments Code. Police Disciplinary Code and any other regulation issued from time to time by the Inspector General of Police or by the Government.
- (iv) Every officer should pass the Departmental all examination specified, prior to their confirmation in the post. Those who fail to pass the specified examination or those deemed to be unfit for Police duties are liable to be removed from service.
- (v) Basic training will be 01 year at the Sri Lanka Police College and the regional training will be 02 years.
- (vi) The appointees will not be permitted to marry until they are confirmed in their posts, However, in terms of the notification 41 of the Police *Gazette* II dated 28th February, 1973, the officers who have completed a minimum period of two years satisfactory service could get married on the permission granted by the Inspector General of Police, under special circumstances.
- (vii) Application on being appointed and after the training should serve a probationary period of three years in the Police Department and If they wish to resign from the service before their probation is over, they should sign an agreement of consent to the effect that they are willing to pay of the time of tendering their resignation, any amount which was incurred on uniforms etc., during on by the Director of Police Training College. The acceptance of resignation should confirm to the Section 4 Chapter 5 in volume 1 of the Establishment Code, 1985.
- (viii) Probationary Police constable Driver immediately after they have commenced training at the Police Training college should affirm/swear that they adhere to the Police Disciplinary Code

in terms of the I.G.P. circular No. 1693/2003. Sub Inspector of Police who have been confirmed in the post will have opportunities for promotions according to the approved scheme of promotion of the police Department.

- (ix) They should soon after commencing the training at Police College, subscribe the Oath of Allegiance to the Public Service in terms of the I.G.P.'s Circular No. 1804/2004.

- (x) Police Constable Driver will have the scope for promotion in terms of the approved scheme of promotion of the Police Department.

07. (i) Attention is invited to the general conditions applicable to appointment to posts in the Police Service Published in the Section (II A) of the Part I of this *Gazette*.

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

08. Applicants should annex copies of the following documents to their application. (Originals must not be forwarded).

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

09. (a) Applications from applicants who are already in the Public Service/Services must be forwarded through the Heads of their respective departments and must be accompanied by a certificate stating that the officers 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 2, and under no circumstances should applications be handed over personally to any officer in the Department.

10. Applications, which do not confirm to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

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

Inspector-General of Police.

Police Headquarters,  
Colombo 01.  
*Web Site* :- [www.police.lk](http://www.police.lk).

## POLICE DEPARTMENT

## POLICE CONSTABLE DRIVER

## SPECIMEN APPLICATION FORM

01. Name in full (in block letters) : \_\_\_\_\_.

(As stated in the applicants Birth Certificate) :

02. Name with Initials : \_\_\_\_\_.

(b) Gender : \_\_\_\_\_.

03. National Identity card No. : \_\_\_\_\_.

04. Farther's name in Full : \_\_\_\_\_.

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

(a) (police station to which the place of birth belongs): \_\_\_\_\_.

(b) Province : \_\_\_\_\_.

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

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

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

(d) Police station and the Electorate to which the permanent address belongs : \_\_\_\_\_.

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

(b) Whether you are citizen by birth or registration ? (If by registration attached a copies of the certificate) : \_\_\_\_\_.

If you are a Citizen by birth, state the place of birth of : \_\_\_\_\_.

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

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

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

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

08. Date of Birth:

Age (As on the closing date of application given in the Gazette): \_\_\_\_\_.

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

(copy of the birth certificate should be attached)

09. Height(Inches) : \_\_\_\_\_, Chets (Inches) : \_\_\_\_\_.

10. Educational qualifications : \_\_\_\_\_.

(State Examinations passed and attach copies of certificates)

11. Whether married or single : \_\_\_\_\_.

12. (i) Present employment : \_\_\_\_\_.

(ii) Are you a members of the any Armed Force ? : \_\_\_\_\_.

13. Have you any special claims and/or Qualifications : \_\_\_\_\_.

14. Give names and address of two non-related referees : \_\_\_\_\_.

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

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

15. Have you served earlier in the Police Service or Reserve Police Service ? (If so, reasons for leaving the service, give particulars): \_\_\_\_\_.

16. Have you been enlisted in the police service or Sri Lanka Police Reserve ? (If so state the date of appointment, rank and the constabulary number), copy of the Appointments should be attached : \_\_\_\_\_.

17. (a) Are you serving in any of the Armed Services ? (If so your application must be submitted through the respective Service Commander) : \_\_\_\_\_.

(b) Have you served in any of the Armed Services ? (If so, attached copy of your discharge certificate) : \_\_\_\_\_.

18. (a) Are you serving as a Volunteer in any one of the Armed Services? (If so your application must be submitted through the respective Service Commander) : \_\_\_\_\_.

(b) Have you served as a Volunteer in any of the Armed Services ? (If so attach a copy /copies of your discharg certificate/ certificates: \_\_\_\_\_,

19. Have you been involve in or concerned in or charged or arrested even on suspicion and or convicted of any offence ? (If so, give details) : \_\_\_\_\_.

20. Have any of your relatives been involved in or concerned in or charged or arrested even on suspicion, 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 believe. I am aware that I am liable for termination of my service in the Police Department forthwith (even if I have been appointed at any time) if the particulars furnished are found to be incorrect or false.

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

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

09-851/1

## SRI LANKA POLICE DEPARTMENT

### Vacancies in the Post of Women Police Constable

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

2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director (Recruitment), Recruiting Office, 2nd Floor, New Secretariat Building, and Colombo -01. The applications should be sent by registered post to the above mentioned address to reach on or before 21.12.2007 and the top left hand corner of the envelop enclosing applications should be marked Women Police Constable. Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police Department.

#### 3. Salary Scale :

\* Women Police Constable

Rs. 166,560 - 7 x 1,440 - 27 x 1,800 - 225,240.

- (a) All uniforms will be provided free of charge ;
- (b) Facilities to improve skills and talents in sports ;
- (c) Traveling expenses for duty and money will be granted as rewards for outstanding and arduous duties.

#### 4. Basic Qualifications Required :

\*Women Police Constable

##### (a) Age Limits :

The age should be between 18 and 25 years as at closing date as per the *Gazette Notifications*.

#### Educational Qualifications :

\*Women Police Constable

Applicant should have passed the G. C. E. (O/L) Examination in 06 subjects at one sitting with Medium Language and Mathematics.

*Note 01.*— According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G. C. E. (O/L) both passes in science subjects number 41 and 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject. (They can't be considered as four separate subjects taking into account the number of subjects passed.)

*Note 02.*— Failure in the Technical subject 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 in the Practical Test.

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

#### (a) Physical Requirements :

\*Women Police Constable

\*Height : 5 feet 02 inches (minimum)

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

#### (b) Visual Requirements :

Vision should not be less than 6/12 with each eye. If the vision is 6/6 with one eye and 6/18 with the other eye will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

#### (c) Other Qualifications :

- (a) Applicants should be unmarried (the divorced persons will also be treated as married for this purpose). This condition will not be applicable for officers who presently server in the Police Department and who have fulfilled the qualifications.
- (b) Applicants who are in the required are limit and fulfill stipulated basic educational qualifications and physical requirements will be given preference if they have sports skills and special performances.
- (c) Applicants should get through the test of basic qualification, endurance test and written test conducted by the Police Department before they attend the final selection board. The written test consists of two papers.

The written test consists of two question paper *viz.*

- \* Question paper on construction of sentences - Duration - 45 Minutes
- \* Question paper general knowledge and Intelligence test - Duration - 01 Hour
- \* Successful applicants should pass a medical examination before they are enlisted. Applicants who are accepted as disqualified for the Police Service will be rejected.

#### 5. Conditions of Appointment :

- (i) This appoinment is permanent and pensionable. Contribution has to be made towards the widows/ widowers orphans pension scheme.

6. *Conditions of Service :*

- (i) This appointment is subject to a period of probation for three years.
  - (ii) The applicant should abide by any regulation already in force enforce or which will be issued from time to time by the Government for implementation of the Official Language Policy.
  - (iii) They should be subjected to the regulations given in the first and second volume of the Establishment Code, Police Disciplinary Code and any other regulation issued from time to time by the Inspector General of Police or by the Government.
  - (iv) Every officer should pass the Department all examination specified, prior to their confirmation in the post. Those who fail to pass the specified examination or those deemed to be unfit for Police duties are liable to be removed from service.
  - (v) Basic training will be 01 year at the Sri Lanka Police College and the regional training will be 02 years.
  - (vi) The appointees will not be permitted to marry until they are confirmed in their posts. However, in terms of the notification 41 of the Police *Gazette* II dated 28th February, 1973, the officers who have completed a minimum period of two years satisfactory service could get married on the permission granted by the Inspector General of Police, under special circumstances.
  - (vii) Applicants on being appointed and after the training should serve a probationary period of three years in the Police Department and if they wish to resign from service before their probation 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 uniforms etc., during on by the Director of Police Training Collage. The acceptance of resignation should confirm to the Section 4 Chapter 5 in Volume 1 of the Establishment Code 1985.
  - (viii) Probationary Women Police Constable immediately after they have commenced training at the Police Training Collage should affirm/swear that they adhere to Police Disciplinary Code in terms of the I. G. P. Circular No. 1693/2003. Sub Inspector of Police who have been confirmed in the post will have opportunities for promotions according to the approved scheme of promotion of the Police Department.
  - (ix) They should soon after commencing the training at Police College, subscribe the Oath of Allegiance to the Public Service, in terms of the I. G. P. s Circular No. 1804/2004.
  - (x) Women Police Constable will have the scope for promotion in terms of the approved scheme of promotions of the Police Department.
7. (i) Attention is invited to the general conditions applicable to Appointment to posts in the Police Service published in the Section (IIA) of the Part 1 of this *Gazette*.

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

8. 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 persons who are not related);
  - (iii) Certificates in support of educational qualifications ;
  - (iv) Certificates in support of any outstanding sports or other extra curricular activities;
  - (v) Certificates of service experience, (if available) ;
  - (vi) A Photostat copy of the National Identity Card.
9. (a) Applications from applicants who are already in the Public Service/Services must be forwarded through the Heads of their respective departments and must be accompanied by a certificate stating that the officers 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 2 and under no circumstances should applications be handed over personally to any officer in the department.

10. 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.**

VICTOR PERERA,  
Inspector General of Police.

Police Headquarters,  
Colombo 01.  
Web Site : [www.police.lk](http://www.police.lk)

POLICE DEPARTMENT

WOMEN POLICE CONSTABLE

SPECIMEN APPLICATION FORM

01. Name in full (In block letters) :———.
 

(As stated in the applicant's Birth Certificate) :
02. Name with initials :———.
03. National Identity Card No. :———.
04. Father's Name in Full :———.
05. Place of birth of the applicant :———.
 

(a) Police station to which the place of birth belongs :———.



06. (a) Present address : \_\_\_\_\_.  
(b) Police station to which the present address belongs : \_\_\_\_\_.  
(c) Permanent Address : \_\_\_\_\_.  
(d) Police station and the electorate to which the permanent address belongs : \_\_\_\_\_.
07. (a) Nationality : \_\_\_\_\_.  
(b) Whether you are citizen by birth or registration (if by registration attach copies of the certificate)  
If you are a citizen by birth state the place of birth of -  
(i) Applicant : \_\_\_\_\_.  
(ii) Applicant's Father : \_\_\_\_\_.  
(iii) Applicant's paternal grandfather : \_\_\_\_\_.  
(iv) Applicant's paternal great grandfather : \_\_\_\_\_.
08. Date of Birth : \_\_\_\_\_.  
Age : (as on the closing date of application given in the *Gazette*):  
Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.  
(Copy of birth certificate should be attached)
09. Height (Inches) : \_\_\_\_\_. Chest (Inches) : \_\_\_\_\_.
10. Educational Qualifications (State Examinations passed and attach Copies of certificates) : \_\_\_\_\_.
11. Whether married or single : \_\_\_\_\_.
12. (i) Present employment : \_\_\_\_\_.  
(ii) Are you a member of any Armed Force : \_\_\_\_\_.
13. Have you any special claims and/or qualifications : \_\_\_\_\_.
14. Give names and address of two non - related referees :  
(i) \_\_\_\_\_.  
(ii) \_\_\_\_\_.
15. Have you served earlier in the Police Service or Reserve Police Service? (If so, reasons for leaving the service, give particulars) : \_\_\_\_\_.
16. Have you been enlisted in the Police Service or Sri Lanka Police Reserve ? (If so state the date of appointment, rank and the constabulary number), Copy of the Appointment should be attached : \_\_\_\_\_.
17. (a) Are you serving in any of the Armed Services? (if so your application must be submitted through the respective Service Commander) : \_\_\_\_\_.  
(b) Have you served in any of the Armed Services? (If so, attach copy of your discharge certificate) : \_\_\_\_\_.
18. 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) : \_\_\_\_\_.
19. Have any of your relatives been involved in or concerned in or charged or arrested even on suspicion, or convicted of any offence? (If so, give details) : \_\_\_\_\_.
- I, hereby declare that the above particulars are true and correct to the vest of my knowledge and belief. I am aware that I am liable for termination of my service in the Police Department forthwith (even if I have been appointed at any time) if the particulars furnished are found to be incorrect or false.
- \_\_\_\_\_,  
Signature of the Applicant.
- Date : \_\_\_\_\_.
- 09-851/2

## Examinations, Results of Examinations &c.

### FIRST EFFICIENCY BAR EXAMINATION FOR DEVELOPMENT OFFICERS AND PROJECT OFFICERS RECRUITED UNDER THE MINISTRY OF PLAN IMPLEMENTATION - 2007

THE Efficiency Bar Examination for Development Officers and Project Officers recruited under the Ministry of Plan Implementation which should be passed before they reach the third step of the salary scale will be held in Colombo in the December by the Commissioner General of Examinations. The closing date for the applications will be on 22nd October 2007.

#### 02. Scheme of Examination :-

This efficiency bar examination will consist of the following subjects:

- |  |             |
|--|-------------|
| (1) Financial Regulations/Office System (2h) | Marks - 100 |
| (2) English Language (1 1/2h)                | Marks - 100 |

#### Note :

- (a) An Officer may sit all subjects in one attempt or several attempts.  
(b) A candidate should obtain 40% or above, of the marks in each paper for a pass.

### 03. Subjects :-

#### (1) Financial Regulations/Office System (2h) :- Marks - 100

- (i) State Management Structure of Sri Lanka
- (ii) Financial Control and Annual Estimates
- (iii) Orders of the Establishment Code and Financial Regulations:

The following Chapters of the Establishment Code will be covered : i, ii, iv, v, vii, ix, xii, xv, xxiii, xxvi, xxvii, xxx, xxxi, xxxii, xxxiii

State Financial Regulations - 1st Section (except the Chapter X)

- (iv) Office Management

#### (2) English Language (1 1/2h) :- Marks - 100

This question paper is designed to test the English knowledge required for the Development Officers to carry out their duties. This paper will be in level of G. C. E. (O/L) paper and will consist of language knowledge, essay writing, precis writing, grammar and comprehension.

### 04. Qualifications :-

The Officers who were recruited as a Development Officer or a Project Officer under the Ministry of Plan Implementation are eligible to sit for this examination.

### 05. Method of Application :-

(a) An application form should be prepared on a A4 size paper using both sides according to the specimen form appended at the end of this notification. Column 1 to 7 should be prepared in the first page and other columns should be prepared in the second page. The form should be filled in by the candidate's own hand writing.

The applications which are not according to the specimen application form and, the applications which are not duly completed will be rejected without any notification. (Keeping photocopy of the application will be useful). The applications should be forwarded according to the specimen application form and otherwise they will be rejected. When preparing the application, the Heading of the Application and the name of the Examination should be in English for Sinhalese and Tamil applications.

#### (b) Examination Fees :-

Fees will be charged from the candidates who sit for this examination on the following basis :-

(a) For the first sitting	Free
(b) For the whole Examination after the first sitting	Rs. 115.00
(c) For a single subject	Rs. 75.00

A cash receipt obtained from any Divisional Secretariat in the Island drawn in favour of the Revenue Head 4000-20-03-20-13 of Commissioner General of Examinations should be affixed to the application (Keeping a photocopy of the receipt will be useful).

(c) Applications should be sent through the Heads of the Departments by Registered Post to reach the Commissioner General of Examinations, National Evaluation and Testing Services,

Department of Examination of Sri Lanka, P. O. Box 07, Palawaththa, Battaramulla on or before October 22. The name of the examination should be mentioned on the top left-hand corner of the envelope. (Keeping a photocopy of the receipt will be useful).

(d) Applications should be prepared in the language in which the candidates sit for the examination. It cannot be changed afterwards.

(e) Applications which are not in the above relevant format and do not contain all information and delay to reach will be rejected without any notification. No allegation that an application has been lost or delayed in the post will be considered.

06. The Commissioner General of Examinations will issue admission cards together with a copy of the Time Table to all candidates whose applications have been accepted. If a candidate doesn't receive his Admission Card at least seven days before the day of the examination he should communicate without delay with the following information to the Commissioner General of Examinations, Organizations and Foreign Examinations Division, Sri Lanka Examinations Department, Palawaththa, Battaramulla. The Dept. of examination will publish a paper notice as soon as the admission cards are issued. If admission cards are not received even after 2 - 3 days of the paper notice, the applicant should inform the Dept. of Examination as specified in the notice. It is more effective to send the certified copies of the application and cash receipt and the Registered Post receipt, a fax number to fax the admission card if you are living outside Colombo to Dept. of Examinations.

- (i) Name of the Examination ;
- (ii) Full name of Applicant ;
- (iii) Full postal address ;
- (iv) A photocopy of the application ;
- (v) A photocopy of the cash receipt (only if relevant).

07. Identity Cards :- Candidature will be required to prove their identity (in respect of each subject) in the examination hall to the satisfaction of the supervisor. For this purpose any of the following documents will be accepted.

- (a) A valid Identity Card issued by the Commissioner for Registration of Persons ;
- (b) A valid Passport.

The Commissioner General of Examinations has the power to cancel or reject the candidature of any applicant who is unable to provide any one of the above mentioned documents. Also, on the day of the examination, the Admission Card with the certified signature should be submitted to the supervisor.

08. Heads of the Departments are requested to grant duty leave to officers of his Departments who have been issued Admission Cards by the Commissioner General of Examinations to present themselves at the examination. The candidates are subjected to all rules and regulations imposed by Commissioner General of Examination. If such make or regulation is violated, the candidate should have to face penalty imposed by the Commissioner General of Examinations.

09. Any matter not provided for in these regulations, will be dealt with direction of this Ministry.

DHARA WIJAYATILAKE,  
Secretary,  
Ministry of Plan Implementation.

Level 12, Tower 05,  
Central Bank Building,  
No.30, Janadhipathi Mawatha,  
Colombo 01.

**First Efficiency Bar Examination for Development Officers  
and Project Officers Recruited under the Ministry of Plan  
Implementation - 2007**

*Note* : This form should be filled correctly and legibly in candidate's own handwriting.

Language Medium in which  
you sit for the Examination

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

(Put the appropriate number in relevant cage)

(For Office use only)

01. (I) Name with initials with initials at the end(In English Capital letters Ex.: SILVA A. B.) : \_\_\_\_\_.
- (II) Name at the end with initials (In Sinhala/ Tamil):\_\_\_\_\_.
- (III) Name denoted by initials (In Sinhala/Tamil):\_\_\_\_\_
- (IV) Name denoted by initials (In English Capital Letters):\_\_\_\_\_

02. (I) Official Address (In Sinhala/Tamil):\_\_\_\_\_.
- (II) Address to which the Admission Card should be sent to  
(In English capital letters):\_\_\_\_\_

03. Date of Birth :

Year:  Month:  Date:

04. Date of assumed duties as a Development Officer/Project Officer  
(The exact date on which duties were assumed should be stated)

Year :  Month:  Date:

05. Subjects applied for under Para. 2 of the Gazette Notification:-

(I) Subject : Subject No.:

(II) Subject : Subject No.:

06. Are you sitting for the examination for the first time?:\_\_\_\_\_.

07. If not the first sitting, examination fees paid:\_\_\_\_\_

Fee for the whole examination is Rs. 115. If it is for one subject, Rs. 75. A cash receipt obtained from any Divisional Secretariat in the Island drawn in favour of the revenue head 4000-20-03-20-13 of Commissioner General of Examinations should be affixed to the cage below. Keeping a photocopy of the receipt will be useful.

To paste the receipt

I hereby declare that the particulars furnished in this application are correct and I am entitled to sit for the examination in the language medium indicated above, and I agree to abide by all rules and regulations imposed by the Commissioner General of Examinations.

\_\_\_\_\_,  
Candidate's Signature.

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

*Note*:- The candidate should sign in the presence of his/her Head of Department or an officer authorized to sign on behalf of such Head of Department or his local head.

09. Attestation:-

I certify that Mr./Mrs./Miss \_\_\_\_\_ who is an officer in my office and who is known to me personally has put his/her signature in my presence in this \_\_\_\_\_day of \_\_\_\_\_2007.

\_\_\_\_\_,  
Signature of Attestor.  
(Official Seal should be placed)

Name:\_\_\_\_\_.

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

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

10. Certificate of Head of the Department :-

- (I) The particulars furnished above have been checked and found to be correct.
- (II) I certify that the candidate is eligible to sit for this examination.
- (III) I certify that the correct examination fees have been paid and the receipt is fixed.

\_\_\_\_\_,  
Signature of the Head of the Department.  
(Official Seal should be placed)

Name:\_\_\_\_\_.

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

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

09-828