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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,881 - 2014 සැප්තැම්බර් මස 19 වැනි සිකුරාදා - 2014.09.19
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(Published by Authority)

PART I : SECTION (IIA) — ADVERTISING

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

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Note.— Land (Restriction on Alienation) Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of August 15, 2014.

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 10th October, 2014 should reach Government Press on or before 12.00 noon on 26th September, 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,
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Muslim Marriages

ANURADHAPURA 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 20th of October, 2014.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
01st September, 2014.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Division and Post for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Anuradhapura	Horowpothana	Post of Registrar of Muslim Marriages in Hurulu Palatha Division	District Secretary/Additional Registrar General, District Secretariat, Anuradhapura.

09-705

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars Marriages, Births and Deaths

POLONNARUWA 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 20th of October, 2014.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
28th August, 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>
Polonnaruwa	Welikanda	Post of Births and Deaths Registrar of Welikanda Division	District Secretary/Additional Registrar General, District Secretariat, Polonnaruwa.

09-563

DEPARTMENT OF GOVERNMENT INFORMATION

Recruitment to the Post of Producer of the Executive Service Category (Departmental)

APPLICATIONS are called from candidates who have acquired the qualifications stipulated in No. 02 of this notice to the post of producer of the Executive Service Category (Departmental) at the Department of Government Information.

1. *Method of Recruitment.* – Candidates who obtain higher ranks in a structured interview, which is held for all qualified candidates by an interview board appointed by the Public Service Commission, will be recruited subject to the number of vacancies. The structured interview will be held according to a marking scheme (cited under No. 06) approved by the Public Service Commission.

2. *Qualifications :*

- (i) *Professional Qualifications.* – Be an officer in the post of Technical Officer I at the Department of Government Information.

- (ii) *Experience.* – A minimum 05 years experience in the fields of Video Shooting, Editing and Sound Technology at the Department of Government Information.

- (iii) *Physical Qualifications.* – Each candidate should be physically and psychologically in good health to serve in any part of the island.

(iv) *Other Qualifications :*

- (a) Should be a Citizen of Sri Lanka ;
(b) Should possess an excellent character ;
(c) Should have completed all qualifications required to be appointed to this post before the closing date.

3. *Conditions of the Service :*

- (i) This post is permanent and pensionable. Appointees should contribute to Widows' and Orphans'/Widowers' and Orphans' Pension Scheme.
(ii) Officers will be appointed to this post on acting basis for a period of one year. First Efficiency Bar Examination should be passed within 03 years from the appointment

to the Grade III of the Executive Service Category of the Department of Government Information as stipulated in the recruitment procedure.

- (iii) According to the Public Administration Circular No. 7/2007 and its subsidiary circulars proficiency in the second official language should be obtained within 05 years of appointment, Officers who entered the service in a language other than an official language should obtain the relevant proficiency within 03 years.

- (iv) This appointment is subject to the Procedural Rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Government's Financial Regulations and other Departmental Regulations.

4. *Age*.— Candidates should not be less than 21 years of age at the closing date and the upper age limit is not applicable for candidates who are currently in the Public Service.

Note :

- (i) A Public Servant, for the purpose mentioned in the article 04 above, is (as defined in the 1st paragraph of the Establishments Code) an officer in the Public Service or in the Provincial Public Service, who has been confirmed in his post at the closing date.
- (ii) Unless any public officer has gained a satisfactory service record within the recent five years prior to the closing date or within the full service period, if it is less than five years he will not be entitled to apply for this post.
- (iii) An officer is considered as having a satisfactory service record, if only he has earned all the salary increments within the recent five years prior to the closing date or within the full service period if it is less than five years, and if he was not imposed any punishment (except advising) regarding any offence within the aforesaid period.
- (iv) Candidates in the Public Service should forward their applications through their heads of the Department/ Institution.

5. *Salary Scale*.— The relevant salary scale according to the Public Administration Circular No. 6/2006 is SL-1-2006, which is mentioned below :

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

6. *Structured Examination :*

- (i) The interview will be conducted by an interview board appointed by the Public Service Commission.

(ii) Marks will be given in the interview as follows :

<i>Fields considered in granting marks</i>	<i>Maximum Marks</i>
01. Additional Experience	30
02. Additional professional Qualifications	30
03. Special skills	35
04. Skill demonstrated in the interview	05
Total	100

7. *Candidate's Identity*.— Candidates who have forwarded complete applications will be only called for the structured interview.

Originals and duly certified copies of all certificates should be presented at the interview.

Following identity papers will be accepted to prove the identity at the interview :

- (i) Identity Card issued by the Commissioner of Registration of Persons,
- (ii) Valid passport.

8. *Method of Submitting Application :*

- (i) Applications should be sent by registered post to reach the Secretary, Ministry of Mass Media and Information, "Asidisi Medura", No. 163, Kirulapona Avenue, Colombo 05 on or before 13.10.2014. Applications received after the closing date will not be accepted.
- (ii) A specimen of the application form is demonstrated at the end of this notice. Applications should be prepared in an A4 sheet by including heading No. 01 to 02 in the first page and heading No. 03 to 06 in the second page and it should be filled in with candidate's own handwriting.
- (iii) Cite, "Recruitment to the Post of Producer of the executive Service Category (Departmental) at the Department of Government Information" on the top left hand corner of the envelope, in which the application form is enclosed.
- (iv) The candidate's signature should be attested by a Principal of a government school/Justice of the Peace/ Commissioner for Oaths/Attorney-at-law/Notary Public/a Commissioned Officer of the Army, Navy or Air Force, or a Government Officer serving in a permanent post who receives an monthly consolidated salary of Rs. 22,935.

(v) Candidates in the public service or in the Provincial Public Service should forward their applications through their Heads of the Department.

(vi) Applications that do not comply with the specimen form of application will be rejected. Complaints on loss or delays will not be entertained.

9. *Providing false information.*— Your candidature will be abolished if any detail in your application was found false or incorrect before the recruitment. If any false or incorrect information was revealed after the recruitment he/she will be dismissed subject to related actions.

10. The final decision of any matter not covered by these regulations will be made by the Public Service Commission. Furthermore, final decision on filling the vacancies, leave them vacant or filling a portion of vacancies will be made by the Public Service Commission.

11. In case of any inconsistency among the Sinhala, Tamil and English texts, the Sinhala text shall prevail.

As per the directions of the Public Service Commission,

Secretary,
Ministry of Mass Media and Information.

Ministry of Mass Media and Information,
"Asidisi Medura", No. 163,
Kirulapona Avenue,
Colombo 05,
14th August, 2014.

SPECIMEN FORM OF APPLICATION

(For official use only)

RECRUITMENT TO THE POST OF PRODUCER OF THE EXECUTIVE
SERVICE CATEGORY (DEPARTMENTAL) AT THE DEPARTMENT OF
GOVERNMENT INFORMATION

1.0 Medium :

Sinhala - 1
Tamil - 2
English - 3

(Write the relevant number in the cage)

2.0 Personal Information :

2.1 Name with initials in English block letters, starting initials at the end : Mr./Mrs./Miss :_____.

E. g.— SILVA, A. B.

2.2 Name in full in English block letters :_____.

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

2.4 Personal address (In Sinhala/Tamil) :_____.

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

2.6 Civil status :
Unmarried - 1
Married - 2
(Write the relevant number in the cage)

2.7 Ethnicity :
(Sinhala - 1, Tamil - 2, Indian Tamil - 3,
Muslim - 4, Other - 5)
(Write the relevant number in the cage)

2.8 National Identity Card No. :

2.9 Date of birth :

Year : _____ Month : _____ Date : _____

2.10 Telephone Number (if available) :

3.0 Educational Qualifications :

University	Degree	Date of validation of the degree	Subjects

4.0 Professional Qualifications :

4.1 Productions :_____.

4.2 Script Writing :_____.

4.3 Video shooting/Lighting :_____.

4.4 Sounds :_____.

4.5 Editing :_____.

5.0 Experience :_____.

6.0 Certification of the applicant :

I, certify that the above information are true and correct.

_____,
Candidate's Signature.

Date :_____.

09-534

Examinations, Results of Examinations &c.

MINISTRY OF EDUCATION

Efficiency Bar Examination for Officers in Class 1, 2-I, 2-II and 3 in the Sri Lanka Principals Service – 2014

It is hereby informed that the Efficiency Bar Examination for Officers in Class 1, 2-I, 2-II and 3 in the Sri Lanka Principals' Service will be held in January 2015 in Colombo.

02. The syllabus and other provisions applicable to this examination is published in the *Gazette Extra Ordinary* No. 1,086/26 dated 02.07.1999. The said Syllabus and other provisions are given as follows for the convenience of the applicant. (Since the provisions given by Section D of paragraph 27 of Sri Lanka Principals Service Minute enabling the officers exceeded 45 years of age to be released from Efficiency Bar Examination has been cancelled by the Public Administration Circular No. 20/2001 dated 12.09.2001, all officers in the Principals' Service should pass the Efficiency Bar Examination.)

- (a) *Procedure of Examination* : Following are subjects of the Efficiency Bar Examination :

Subject No. 01 : Provision of the Establishment Code :

- Part 1 : 50 multiple choice questions - Time 01 hour, 50 marks.
Part 2 : A structured question paper - Time 01 hour, 50 marks.

All questions should be answered.

Subject No. 02 : Financial Administration of Schools :

- Part 1 : 50 multiple choice questions - Time 01 hour, 50 marks.
Part 2 : A structured question paper - Time 01 hour, 50 marks.

All questions should be answered.

Subject No. 03 : Education Administration and Monitoring :

- Part 1 : 50 multiple choice questions - Time 01 hour, 50 marks.
Part 2 : A structured question paper - Time 01 hour, 50 marks.

All questions should be answered.

Policies of the Ministry of Education, Organization and Performance of Ministries including the Provincial Departments of Education and Department and Institutions under the preview of Ministry, School Administration, Relationship between the Schools and Society, School Supervision as well as evaluation of performance of teachers and planning at National, Divisional and School Sphere Education Planning.

03. At least 40% or more than that should be scored for each subject applied for by a candidate to obtain the pass.

04. *Language medium of the examination.*—Sinhala/Tamil/English (The medium of language applied for will not allowed to be changed later.)

- (i) A candidate can sit the Examination in the Official Language ;

or

- (ii) A candidate can sit for the examination in the medium of language he/she sat for the Competitive Examination for entering a Public Service or in relation to the officers who have been recruited to the Public Service without a Competitive Examination from the relevant candidate is eligible to sit for this examination from the medium which he/she has been qualified for entering the Public Service.

05. Any candidate revealed to have been appeared for the examination in a medium not applicable to him/her is liable to have his/her candidature cancelled.

06. The application should be prepared according to the format given below, with Sections 1-6 to be appeared in the first page while the balance in the next page and the relevant particulars should be entered clearly in the candidates' own handwriting. Please note that applications not in conformity with the model format given and are incomplete will be rejected without notice. It would be helpful to retain a photocopy of the completed application. Further, to that the candidate should affirm whether the application submitted conforms to the model format provided in the Examination Notice. Please note that if it does not conform, it will be rejected.

When preparing the application either in Tamil or Sinhala, the title of the examination should be appeared in English as well in addition to the title in the above two languages.

07. Examination will be conducted by the Commissioner General of Examinations, and the candidates are bound to adhere to the rules and regulations formulated by him to conduct the examination. The relevant rules and regulations are given at the end of this notice.

08. Applications should be sent by registered post to reach the "Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Sri Lanka Department of Examinations, P. O. Box 1503, Colombo" on or before the 20th October 2014 through the Principal/Divisional Director of Education/Zonal Director of Education or the Additional Provincial Director of Education/Provincial Director of Education or the Head of your service. Applications received after the said date will be rejected.

09. The Department of Examinations will issue a press notice immediately after Admissions for the Examination are issued. If admissions are not duly received even after 2 or 3 days after the notice of the Sri Lanka Department of Examinations in the manner set out in the notice. Name in full of the applicant, address, number of the National Identity Card and the name of the Examination should be mentioned when informing such to the Department. If the candidate is beyond Colombo, a Fax Number to which the Admission to be sent too can be given along with the request mentioned above for

productivity. The issuance of an Admission to a candidate should not be regarded as an acceptance that qualifications to take up the Examination have been fulfilled.

10. Complaints (subsequently forwarded) of candidates who do not fulfill the requirements set out in 08 above, will not be considered.

11. It is the responsibility of candidates to establish their identity. Only the following only will be accepted for this purpose :

(i) National Identity Card issued by the Department of Registration of Persons ;

or

(ii) Valid passport.

12. Examination fees :

(a) Fees charged for this Examination will be refunded under no circumstances nor it be allowed to be transferred to any other Examination.

(b) No fee will be charged for the whole examination or for a part thereof in case of the first attempt.

(c) The charged levied for each attempt thereafter is as follows :

For the Full Examination	Rs. 400
For One Subject	Rs. 200

The full fee applicable to this examination should be paid at any District Secretariat or Divisional Secretariat in the Island to be credited to the Revenue Head 2003-02-13 of the Commissioner General of Examinations and the receipt should be firmly affixed at the proper place on the application. Retaining a photocopy of the receipt will be helpful.

13. The candidates are subject to the rules and regulations enforced by the Commissioner General of Examination for conducting the Examination. The candidate will have to bear any punishment imposed by the Commissioner General of Examinations in case if these rules and regulations are violated.

14. In case of any contradiction prevailed in the notices published in the Sinhala, Tamil and English media, the Sinhala medium notification should be considered as the empowered/original notification.

ANURA DISSANAYAKE,
Secretary,
Ministry of Education.

Ministry of Education,
Isurupaya,
Pelawatte,
19th September, 2014.

SPECIMEN APPLICATION FORM

EFFICIENCY BAR EXAMINATION FOR OFFICERS IN CLASS 1, 2-I, 2-II AND
3 OF THE SRI LANKA PRINCIPALS SERVICE - 2013

02. (Please forward the application by registered post to the Commissioner General of Examinations, Organizations and Foreign Examination Branch Sri Lanka Department of Examinations, P. O. Box 1503, Colombo, through the Principal/Divisional or Zonal Director of Education/Additional Provincial Director of Education/ Provincial Director of Education, Name of the Examination should be appeared on the top left hand corner of the envelope.

01. Language Medium for the Examination :

(Enter the Relevant Number in the cage)

Sinhala	-	2	
Tamil	-	3	
English	-	4	

02. (a) Name with initials, with initials at the end. (With initials in English capital letters) : _____.

(Eg.- GUNAWARDHANA, M. G. B. S. K.)

(b) Full Name (in Sinhala/Tamil) : _____.

03. Address :

(i) Private : _____.

(ii) Official : _____.

(iii) Address to which the Admission Card should be sent : _____.

(In English capital letters)

04. Class/Grade in the Principals Service : _____.

School/Office : _____.

Provincial Department of Examinations/Zonal Education Office : _____.

05. (i) National Identity Card Number :

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(ii) Date of Birth :

Year :

 Month :

 Date :

06. Subject applied for, with the Subject Number given in paragraph 02(a) of the *Gazette* Notice.

Subject No. 01 : Provision of the
Establishment Code

Subject No. 02 : Financial Management in
Schools

Subject No. 03 : Education in the Administration
and Supervision

Write relevant subject Number/s in the cage/s

07. State whether you have appeared for this examination previously.
If so state the Subject, Subject Number, Year and the Medium :

<i>Subject</i>	<i>Subject No.</i>	<i>Year</i>	<i>Medium</i>

08. Particulars of the receipt obtained by paying examination fee :

_____.

Receipt No. :_____.

Divisional/District Office :_____.

Date :_____.

Affix receipt here

I hereby declare the particulars furnished above are accurate.
Further, I agree to comply with the rules and regulations imposed by

the Commissioner General of Examinations with regard to the conduct of the Examination.

_____,
Signature of the Applicant.

Date :_____.

Commissioner General of Examination

I certify that the candidate whose particulars are given above is an officer in my School/office. I also certify that the applicant is released from the examination fees and has affixed the receipt for examination fee correct.

_____,
Signature of Principal/Divisional or Zonal
Director of Education/Additional Director of
Education/Provincial Director of Education.
(In case of a principal, please give
name of the school).

Address :_____.

Date :_____.

(Delete inapplicable words)

09-667