

N.B.— Part IV(A) of the Gazette No. 1,937 of 16.10.2015 was not published.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

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No. 1,938 – FRIDAY, OCTOBER 23, 2015

(Published by Authority)

PART I : SECTION (IIA) — ADVERTISING

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

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

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 13th November, 2015 should reach Government Press on or before 12.00 noon on 30th October, 2015.

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.”.

W. A. A. G. FONSEKA,
Government Printer. (Acting)

Department of Government Printing,
Colombo 08,
22nd January, 2015.

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 other candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

COMMISSIONER GENERAL OF EXAMINATIONS.

Department of Examinations,
Pelawatta, Battaramulla.

Posts – Vacant

DEPARTMENT OF SPORTS DEVELOPMENT

Recruitment to the Post of Warden (02 Vacancies)

APPLICATIONS are called from Sri Lankan citizens who fulfill the following qualifications for the existing vacancies of the post of Warden in the Department of Sports Development.

01. Educational Qualifications and Other Qualifications :

1.1 Educational Qualifications :

1.1.1 Should have passed six (06) subjects in one sitting with credits for Sinhala/Tamil/English language, Mathematics and two other subjects at the G. C. E. (O/L) Examination.

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

1.2 *Professional Qualifications.* – Professional Qualifications in the field are considered as special qualifications.

1.3 *Experience.* – Not less than two years of experience in a post equal to or higher than Sub Warden in a government or affiliated hostel/institution.

1.4 *Physical Qualifications.* – All applicants should be physically and mentally fitting to work in any area of Sri Lanka and to fulfill the duties of the office.

1.5 Applicants should possess an excellent character.

02. *Salary Scale.* – Rs. 13,120 - 10x145 - 11x170 - 10x240 - 10x320 - Rs. 22,040 (MN-1-2006A)

03. General conditions :

3.1 *Age limit.* – Should not be below 18 years and over 30 years on 01.07.2015.

3.2 Method of Recruitment :

3.2.1 Eligible individuals are selected from the applicants who fulfill the qualifications mentioned in this notice in every aspect under all other conditions prescribed by the Public Administrative Circular : 15/90 through a structured interview conducted by a duly constituted board of interviewers.

3.2.2 *Conditions of appointment in service.* – This designation is permanent and includes pension. Should pay contribution fees to the widow/male widow and orphan pension schemes.

3.2.3 *Conditions of service.* – Referring to the articles from 10-12 in chapter ii of the Institutional Code.

3.2.4 Duly filled application forms (specimen application form indicated at the end of this notice) should be forwarded by the applicants to Director General, Department of Sports Development, No. 09, Phillip Gunawardane Mawatha, Colombo 07 to be received on or before 06.11.2015.

3.2.5 The words "Position of Warden - 2015" should be indicated on the upper left corner of the envelope. Application forms should be fully complete. Late applications are rejected without notice and complaints about the application, related documents or displacements in the post are not considered. Any loss resulted by suspending the application forms without forwarding until the deadline should be tolerated by the applicants. Receipt of the application forms is not noticed.

3.2.6 Individuals will be subjected to dismissal from service in case it is confirmed that the applicant has intentionally provided false information, suppressed any vital information or in case it is confirmed that he/she is not eligible for service at any instance during the period of service.

K. D. S. RUWANCHANDRA,
Director General,
Department of Sports Development.

No. 09, Phillip Gunawardane Mawatha,
Colombo 07,
05th October, 2015.

SPECIMEN APPLICATION FORM

DEPARTMENT OF SPORTS DEVELOPMENT

APPLICATION TO THE POST OF WARDEN

01. (i) Name with initials : _____.
 - (ii) Names indicated by initials : _____.
 02. (i) Personal address : _____.
 - (ii) Sex : _____.
 03. NIC No. : _____.
 04. Date of Birth :
Year : _____, Month : _____, Date : _____.
 05. Age at 01.07.2015 :
Years : _____, Months : _____, Days : _____.
 06. (i) Educational Qualifications : _____.
 - (ii) Professional Qualifications : _____.
 - (iii) Experience in the relevant field : _____.
- (Please attach copies of certificates)

07. Telephone Numbers :

Landline :_____.

Mobile :_____.

08. Have you ever been convicted for any charge at the court ?

Yes/No (If yes provide information) :_____.

09. Declaration of the applicant :

(i) I, declare that the information provided in this application is true and accurate to my best knowledge.

(ii) I am aware that I am not eligible for appointment in service in case the information provided in this application is proved to be false and that I will be subjected to dismissal from service in case it is thus proved after being appointed in service.

_____,
Signature of the Applicant.

Date :_____.

10-776

Examinations, Results of Examinations & c.

MINISTRY OF SUSTAINABLE DEVELOPMENT AND WILD LIFE

Department of National Botanic Gardens

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT OF ASSISTANT CHARGE COLLECTOR IN MANAGEMENT ASSISTANT NON TECHNICAL SEGMENT 02 SERVICE OF THE DEPARTMENT OF NATIONAL BOTANIC GARDENS

APPLICATIONS are invited from the qualified candidates for the post of Assistant Charge Collector to fill the vacancies available in below mentioned Botanic Gardens attached to the Department of National Botanic Gardens.

01. 1. Service Stations where vacancies are available :

- (i) Gampaha Botanic Gardens - Henerathgoda Gampaha
- (ii) Hakgala Botanic Gardens - Hakgala, Nuwara-Eliya
- (iii) Dry Zone Botanic Gardens - Mirijjawila, Hambantota
- (iv) Wet Zone Botanic Gardens - Seethawaka, Avissawella
- (v) Royal Botanic Gardens - Peradeniya

1.2 *Nature of the duties.*— Collect the relevant admission fees from the visitors and issuing the relevant tickets, collecting the other charges and issuing bills and maintaining the documents pertaining to bills of charges and financial documents.

02. *Conditions of Service.*— The selected candidates will be appointed to Grade III of the relevant service upon following conditions :

- (i) This post in permanent and pensionable.
- (ii) The appointment is subjected to a probation period of three years from the date of appointment.
- (iii) The selected officers are required to comply with the provisions of the constitution of the Democratic Socialist Republic of Sri Lanka and rules and regulations already

made or that may be made to give effect to the language policy of government. They will be subjected to the relevant provisions of Establishment Code, Financial Regulations, Departmental Orders and any other orders already issued or which may be issued by the government from time to time. Selected candidates should adhere to the regulations of the Public Service Commission.

- (iv) The officer should pass the 1st Efficiency Bar Examination before he/she reach the 4th salary step from the date of appointment in Grade III.
- (v) The relevant proficiency level of the second official language should be acquired as per the provisions of Public Administration Circular 07/2007 date on 28.05.2007.

03. *Salary Group and Scale :*

Salary Group : MN 1-2006A in Public Administration Circular No. 6/2006(IV) Salary Scale (Monthly) Rs. 13,120 - 10x145 - 11x170 - 10x240 - 10x320 - Rs. 22,040 (In addition to this government approved allowances will be given)

04. *Qualifications :*

4.1 *Educational Qualifications :*

- (i) Should have passed G. C. E. (O/L) Examination in six (06) subjects with credit passes for Sinhala/Tamil, Mathematics and two other subjects in one sitting ;

and

- (ii) Should have passed at least one (01) major subject at the G. C. E. (A/L) Examination (Except General Test).

4.2 *Age limit.*— Should not be less than 18 years and more than 30 years of age at the closing date of applications.

4.3 *Other :*

- (i) Every applicant should be in good mental and physical order to serve in any part of the island and to discharge the duties and functions of the post.

- (ii) Be a citizen of Sri Lanka.
- (iii) Applicants should bear an excellent moral character.
- (iv) Applicants should have fulfilled and qualifications required for recruitment to the post at the closing date of applications.

05. *Procedure of Recruitment.*—Candidates who fulfilled the basic qualifications will be selected through an open competitive examination and structured interview. The double number of candidates compared to available vacancies will be called to the structured interview from those who obtain higher marks in the competitive examination and candidates will be appointed to the available vacancies according to the qualifications based on the marks they obtain from the competitive examination and the structured interview :

- 5.1 **Written Examination - 100 marks**
A combined question paper to assess General Knowledge, Intelligence and language ability. The minimum marks to qualify is 40%.
- 5.2 **Structured Interview - 100 marks**
Marks will be given to additional educational qualifications, computer literacy, language ability and the skills shown at the interview.
- 5.3 The date and the venue of the examination will be notify later.
- 5.4 *Medium of Language.*— The open examination will be held in Sinhala and Tamil languages.

6. *Method of Application.*— The application should be prepared in the form of the specimen appended to this notification using A4 size (8 1/2" x 12") paper using both sides.

- 6.1 *Examination Fee.*— Deposit Rs. 400 in favour of the account number 0007040743 of the Director General of Department of National Botanic Gardens and before the closing date of application and pasted in the relevant cage of the application form (Keep a photocopy for future reference).
- 6.2 Photocopy of the following documents should be attached along with the application :
 - (i) Receipt of the examination fee.
 - (ii) G. C. E. (O/L) Certificate.
 - (iii) G. C. E. (A/L) Certificate.
 - (iv) Birth Certificate.
- 6.3 *Closing date of the application.*— 13th November, 2015.
- 6.4 *Address.*— Duly completed applications should be forwarded by registered post addressed to below address to reach on or before 13th November, 2015. The Open Competitive Examination - Assistant Charge Collector

written on the left hand top corner of the envelope enclosing the application :

The Director General,
Department of National Botanic Gardens,
P. O. Box 14,
Peradeniya.

- 6.5 The Director General himself the right to make any final decision with regard to applications which are received late and which are not fulfilling the basic qualifications and incomplete applications and applications which copies are not attached.

Dr. D. H. P. PERAMUNAGAMA,
The Director General,
Department of National Botanic Gardens.

APPLICATION

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT OF ASSISTANT CHARGE
COLLECTOR IN MANAGEMENT ASSISTANT NON TECHNICAL SEGMENT 02
SERVICE OF DEPARTMENT OF NATIONAL BOTANIC GARDENS

(Office use only)

- 01. Language medium of examination :
Sinhala - 01 ☐
Tamil - 02 ☐
- 02. (i) Name with initials Mr./Mrs./Miss :———. (In English Block Capitals)
(ii) Name with initials මහතා/මහත්මිය/මෙනවිය :———. (In Sinhala)
- 03. Names denoted by initials (In Sinhala) :———.
- 04. National Identity Card No. :———.
- 05. (i) Permanent Address :———.
(ii) Postal Address (In English Block Capitals) :———.
- 06. (i) Date of Birth :———.
(ii) Age as at 30.10.2015 :
Years : Months : Days :
- 07. Sex :
Female - 01 ☐
Male - 02 ☐
- 08. Civil Status :
Married ☐
Unmarried ☐
- 09. Ethnic Group :
Sinhala 01, Tamil 02 ☐
Muslim 03, Other 04 ☐

10. Telephone No. : _____.

16. For Public Servant candidates :

11. Educational Qualifications :

(i) G. C. E. (O/L) :

Year : _____.

Index No. : _____.

Subject	Pass	Subject	Pass
01		06	
02		07	
03.		08.	
04.		09.	
05.		10.	

(ii) G. C. E. (A/L) :

Year : _____.

Index No. : _____.

Subject	Pass
01.	
02.	
03.	
04.	

12. Present occupation : _____.

Name and Address of working place : _____.

13. (i) Have you been convicted by a Court of Law for any offence

Yes/No : _____.

If yes give particulars : _____.

(ii) Have you been dismissed or treated as a person vacated

the post form Public Service Yes/No : _____.

14. Particulars of the receipt for payment of examination :

Fees : _____.

Number : _____.

Date : _____.

Bank : _____.

Affix the receipt properly

15. Declaration of the Candidate :

I declare that information given in this form is true and correct to the best of my knoweldge and I declare that I have annexed the relevant photocopies. Further I agree to abide by the rules and regulations which area in effect regarding this examination. I also agree that the informations furnished by me are false I will be disqualified to sit the examination and to be appointed to the post in such circumstances my application could be rejected and my candidature will be banned. The Director General of National Botanic Gardens reserves the final decision.

Certificate of the Head of Department

I forward herewith the application of Mr./Mrs./Miss
I wish to state the he/she is serving in this institute as a permanent/ temporary employee and I state that his/her performance/attendance/ behaviour are satisfactory/unsatisfactory and he/she can/cannot be release if he/she is selected for this post.

_____,
Signature of the Head of Department and
Official Frank.

Date : _____.

10-834

PUBLIC SERVICES COMMISSION

Ministry of Women and Child Affairs

LIMITED COMPETITIVE EXAMINATION FOR
RECRUITMENT TO ASSISTANT COMMISSIONER
(DEPARTMENT) OF DEPARTMENT PROBATION AND
CHILD CARE SERVICES - 2015

APPLICATIONS are hereby called from citizens of Sri Lanka who possess following qualifications for the post of Assistant Commissioner (Department) of Department Probation and Child Care Services.

1. *Method of Recruitment.* – The most suitable candidates will be recruited by the Public Services Commission out of the candidates who possess the qualifications prescribed in the notification depending on the highest total marks on the results of the structured interview and the written test.

The date on which this appointment comes into effect will be determined on order of the Public Services Commission.

2. *Required Qualifications :*

(i) Educational Qualifications/Professional Qualifications :

* Probation Officers, Child Rights Promotion Officers of the Department of Probation and Childcare Services holding posts in field/office service segment 2 (MN 05-2006A) with an active and satisfactory service period of 05 years or more in class category 1 who possess a degree in a university recognized by the University Grants Commission are eligible to apply for this post.

* Should have completed a satisfactory service period during the period of last five years.

- (ii) *Physical Fitness.*— Every candidate shall be physically and mentally fit to serve in any part of the island and to perform the duties in the post.

(iii) *Other :*

- * Shall be a citizen of Sri Lanka,
- * Shall be of an excellent moral character,
- * Shall have satisfied each and every way all the qualifications required for recruitment to post as at the closing date of application.

- (iv) *Age limit.*— Age limit is not applicable since this applies for those who are already in the Public Service.

3. *Conditions for engagement in service and service conditions :*

- (i) This post is permanent and pensionable. Contribution to the Widow/Widowers and Orphans Fund and Pension Scheme shall be made.
- (ii) The appointment shall be subjected to an acting period of one year. The officer shall pass the First Efficiency Bar Examination mentioned in the procedure of recruitment within three years from the date of recruitment to Grade III of Assistant Commissioner.
- (iii) Shall have to acquire relevant proficiency in other official language within five years from the date of recruitment to the post as per Public Administration Circular No. 07/2007 and circulars consequential thereto.
- (iv) This appointment shall be subjected to the procedural rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the government and other Departmental orders.

4. *Salary Scale.*— This post is entitled to the monthly salary scale of Rs. 22,935 - 10x645 - 8x790 - 17x1,050 - Rs. 53,555 (Salary Segment SL-1-2006 of P. A. Circular No. 6/2006, 25.04.2006)

5. *Written Examination :*

- (i) Written Examination will be conducted in Colombo in February 2016 by the Commissioner General of Examinations on behalf of the Public Services Commission.
- (ii) Examination will be conducted in all the Sinhalese, Tamil and English languages.
- (iii) A candidate shall face the examination in anyone of the languages mentioned above. He/she has to face all the subjects only in one language of his/her preference. Candidates are not allowed to change the medium they have selected later on.
- (iv) The written examination consists of question papers on the following subjects.

Subject Number	Subject	Duration	Maximum Marks	Pass Marks
01	Subject related studies	1 1/2 hrs	100	40%
02	IQ Test	1 hr.	100	40%

Syllabus of the written test :

(a) *Subject related studies.*— This is a practical question paper with relevance the ordinances, Child Welfare and Development Ordinance, Child Protection Ordinance, Juvenile Offenders Rehabilitation Ordinance, Children and Young Persons Ordinance, Probation of Offenders Ordinance, Child Orphanage Ordinance, Adoption of Children Ordinance, Penalty Fees Ordinance, Vagrants Ordinance and Youth Offenders training College Ordinance which are pertinent to the Probation Sector.

(b) *IQ test.*— This is a short examination paper to test creative thinking capacity, problem solving capacity and analytical capacity of the applicant. This consists of 50 questions including MCQs and questions for brief answers and all the questions have to be answered.

6. *Structured Interview.*— The applicants who have scored at least 40% or more marks than that for each of the papers in the written examination shall only be summoned for the interview. Nevertheless, the number of applicants summoned for the interview shall not be more than five times the number of vacancies to be filled. The interview carried 100 marks. The minimum score shall not be reduced for any reason. The interview will be conducted by an interview board appointed by the Public Services Commission and the marks will be given in the following manner :

	Subject	Maximum Marks
01	Additional educational qualifications	20
02	Professional qualifications obtained relevant to the field	25
03	Service experience	40
04	Language competency	10
05	Skills demonstrated at the interview	05
	Sub total	100

7. *Method of application :*

- (i) The applications should be prepared in the in an A4 paper following the specimen application using both sides of the A4 paper and shall include Heads Numbers 01 to 08 on the first page and the rest on the other pages respectively. It should be filled in the applicant's own handwriting. When preparing the applications, the name of the examination mentioned in the head of the letter should be indicated in

English language as well in both Sinhala medium and Tamil medium papers. Applications which are not consistent to the model application and not duely filled by the applicants shall be rejected without any notice. It will be beneficial to keep a photocopy of the application with the candidate.

- (ii) The application should be filled in the language in which the applicant is expected to sit for the examination.
- (iii) The duely filled applications should be sent through registered post to the Commissioner General of Examinations, Organization and Foreign Examinations Branch, Sri Lanka Department of Examinations, P. O. Box 1503, Colombo to reach on or before 23rd November 2015. The applications received after this closing date will be rejected. "Limited competitive Examination for Recruitment to Assistant Commissioner (Department) of Department Probation and Child care Services - 2015" should be clearly indicated on the top left-hand corner of the envelope enclosing the application.
- (iv) The applications which do not fulfill all the requirements will be rejected. Complaints submitted related to any postal delay or loss will not be considered.
- (v) The admissions will be issued by the Commissioner General of Examinations to the applicants who have sent duely filled applications having attached the payment receipt of relevant examination fees to reach the Department on or before the due date.
- (vi) A newspaper notice will be released by the Sri Lanka Department of Examinations as soon as the examination admissions are issued. Any applicant who has not received his or her admission card five days at the least before the examination, shall make an inquiry from the organization and Foreign Examinations Branch of the Sri Lanka Department of Examinations as specified in the notice. When inquiring, the name of the examination for which the candidate has applied, full name of the applicant, National Identity Card Number and the address will have to be mentioned accurately. If the applicant is residing away from Colombo, it will be beneficial to make the inquiry including a fax number along with the other information which will facilitate the applicant to get a copy of the admission expeditiously by sending a request letter to the fax number given in the notice. It will be further beneficial to keep copies of the application sent, receipt of paying examination fees and the registration receipt ready with the applicant to produce when needed to confirm any information inquired by the Department of Examinations.
- (vii) The applicant's signature should be certified in both the application and the admission card. The applicants who are applying from any institution shall get their signatures attested by the respective Head of Department or any other officer authorized by the Head and the signatures of the candidates who are not from any institution shall be attested

by a Principal of a Government School/Grama Niladari of the division/Justice of the Peace/Commissioner of Oaths/ Attorney-at-Law/Notary Public/Commissioned Officer in the Armed Forces or a permanent staff grade officer holding a permanent post in the Public Service or Provincial Public Service whose annual consolidated salary is Rs. 240,360 or more.

8. Admissions for Examination :

- (i) Admissions will be issued by the Commissioner General of Examinations to all the eligible applicants who have sent duely completed applications. A candidate sitting for the examination shall produce the admission to the chief of the examination centre after getting the signature certified. Any applicant who fails to produce the admission card at the examination shall not be allowed to sit for the examination. The applicants shall adhere to rules and regulations stipulated by the Commissioner General of Examinations pertaining to conducting the examination. If such rules and regulations are violated, he/she shall undergo any punishment stipulated by the Commissioner General of Examinations.
- (ii) The applicant has to sit for the examination in the relevant examination hall named for him/her. All the applicants shall handover their admissions to the Chief of the centre on the first day of the examination itself. This *Gazette* includes a set of rules and regulations which shall be adhered by all the applicants.

Note.– Issuance of an admission to a candidate does not mean that he/she has fulfilled the expected requirements included in the *Gazette* Notice.

9. *Results of the Examination.*– Results sheets prepared on the basis of the priority given to the total marks obtained from the written examination and the structured interview shall be submitted to the secretary of the Public Services Commission. Results of all the applicants who sit for the examination shall either be individually sent to them or published in the web site www.results.exams.gov.lk of the Sri Lanka Department of Examinations.

10. Examination fees is Rs. 1,000. This amount shall be paid in cash to any post/sub post office of the island to be credited to the Government Revenue under the Head 2003-02-13 of the Commissioner General of Examinations on or before the closing date of sending applications and the receipt obtained to the name of the applicant should be properly attached pasting it from one edge on the space provided in the application. Money Orders or stamps will not be accepted for the purpose of paying examination fees.

Resign Note.– Any applicant who abstains from sitting for the examination, who gets absent, or who becomes disqualified after the examination shall not be entitled to get the full or a part of the payment of examination fees refunded.

11. *Identity of candidates.*— It is required by the applicant to prove his/her identity in a satisfactory manner to the Chief of the examination hall when sitting for each of the subjects.

Any of the following documents shall be accepted, for proving the identity at the examination :

1. National Identity Card issued by the Department of Registration of Persons,
2. A valid passport.

12. *Furnishing False Information.*— If any information stated in the application is found to be false and incorrect prior to recruitment, your candidature shall be cancelled. If such false or incorrect information is found after recruitment, you are liable for dismissal from service, subjected to relevant actions.

13. The Public Service Commission shall reserve the right to fill or not to fill the vacancies.

14. The final decision related to any matter not specified in this *Gazette* Notice if any, shall be on the Order of the Public Services Commission, Similarly, the final decision related to filling all or a part of the vacancies or not filling them shall be taken by the Public Services Commission.

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

On the order of Public Service Commission,

Secretary,
Ministry of Women and Child Affairs.

5th Floor, 2nd Stage,
Sethsiripaya,
Battaramulla,
08th October, 2015.

SPECIMEN APPLICATION

පරිවාස හා මුරාත්තක සේවා දෙපාර්තමේන්තුවේ සහකාර කොමසාරිස් (දෙපාර්තමේන්තුගත) තනතුර සඳහා
බඳවා ගැනීමේ සීමිත තරග විභාගය - 2015

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT TO ASSISTANT COMMISSIONER (DEPARTMENT) OF DEPARTMENT OF PROBATION
AND CHILD CARE SERVICES - 2015

Medium of Examination :

Sinhala - 2
Tamil - 3
English - 4

(Write the relevant number in the box)

(For office use only)

01. (i) Full Name (In block capitals) : _____.
(Eg. : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- (ii) Last Name with initials at the end (In block capitals) : _____.
(Eg. : GUNAWARDHANA, H. M. S. K.)
- (iii) Full Name (Sinhala/Tamil) : _____.

02. Present place of employment and address (In block capitals) : _____.
(Admissions will be posted to this address)

03. Sex : Male - 0 Female - 1
(Write the relevant number in the box)

04. National Identity Card Number :

05. Telephone Number :

06. (i) Present service category/Grade and the date of absorption into that service Category/Grade : _____.
- (ii) Service period in Grade I : _____.

07. Have you earned all the increments during the past five from 17th August 2015 if any increment has not been earned, give reasons for it : _____.

08. Has any disciplinary action been taken against you during the past five years ? if so indicate details of the nature of the offence and the punitive action taken and the date on which such punitive action was taken :_____.

09. Examination Fees :

- (i) Receipt Number :_____.
(ii) Date :_____.
(iii) Office to which the payment has been made :_____.
(iv) Amount paid :

Attach the payment receipt from one edge firmly.

(Keep a photocopy of the receipt)

10. *Certification of the Applicant :*

I, do hereby declare that the particulars furnished by me here are true and accurate to the best of my knowledge. Further, I declare that I abide by the rules and regulations stipulated by the Commissioner of Examinations pertaining to conduct the examination. I also agree to be bounded by any rules and regulations stipulated by the Commissioner of Examinations pertaining to conduct the examination and I agree to the cancellation of my candidature before, during or after the examination if I am proved to be disqualified as per the examination related regulations.

_____,
Signature of the Candidate.

Date :_____.

11. *Certification of the Supervisor :*

I, do hereby certify that Mr./Mrs./Ms presenting this application placed his/her signature in front of me and has paid the examination fees and has attached the receipt.

_____,
Signature of the applicant.

Name :_____.
Title :_____.
Place :_____.
Date :_____.

12. *Certification of the Head of the Department :*

I, do hereby certify that the details furnished by Mr./Mrs./Ms presenting this application, are accurate as per his/her service record, he/she is eligible to sit for this examination as per the regulations stated in the relevant *Gazette* Notification, he/she has paid the relevant examination fees and has attached the receipt and he/she shall be released from the present service if selected for a post based on the results of this examination.

_____,
Signature of the Head of the Department.
(Official Stamp)

Name :_____.
Title :_____.
Place :_____.
Date :_____.

After the closing date, candidates are not allowed to change the medium of examination, previously selected to sit for the examination.

MINISTRY OF LANDS

3. Salary.– Table No. 01.

Survey Department of Sri Lanka

RECRUITMENT TO PRIMARY SEMI SKILLED POSTS (PL 02-2006A) WHICH REMAIN VACANT IN SURVEY DEPARTMENT OF SRI LANKA - SURVEY FIELD ASSISTANT

APPLICATIONS are invited from qualified citizens of Sri Lanka to recruit to the post of primary semi skilled (PL 02-2006A) survey assistant which remains vacant in Survey Department.

1.1 *Post* *Grade*

1. Survey Field Assistant Grade III

1.2 *Nature of duties of posts :*

<i>Post</i>	<i>Main Functions</i>
Survey Field Assistant	<ul style="list-style-type: none"> * Giving assistance to draw the sketch relevant to the survey. * Preparation of survey lines as possible as to observe old boundaries, using survey field books and plans. * Placing and opening of relevant land marks and pickets in area relevant of the Survey. * Giving Assistance to Survey duties relevant to finding out and placing of bench marks relevant to the Survey. * Giving Assistance to maintenance relevant to the safety and storing of instruments, use in the field. * Setting out of G. P. S. instruments in survey points in field for surveys which are done, using of satellite technology including of theodolite, leveling instruments and new electronic total stations. * Giving assistance to all activities of placing of geo control points require for air photography. * Keeping of targets properly that require for determination of location and level of all stations which made in surveys and giving assistance to collect data. * Setting out of landmarks and bench marks using correct data in survey. * Setting out of landmarks relevant to blocking out of lands which basically done using the data in survey field books and tracing entries. * Attending to any duty assigned by Surveyor General or his representative as applicable to surveying. * Supervision of works of other survey field assistants is assigned for those who hold the post of overseers in survey field assistant grade, in addition to the above duties.

2. The number of appointments and the date of appointment will be decided by the appointing authority. The appointing authority has power to fill all or any number of vacancies.

<i>Grade</i>	<i>Salary Scale</i>	<i>Initial monthly salary</i>
Grade III	Monthly Rs. 12,210 -10x130 10x145 - 10x160 - 12x170 - Rs. 18,600 (PL 2-2006A)	Rs. 12,210
Grade II	Monthly Rs. 12,210 -10x130 10x145 - 10x160 - 12x170 - Rs. 18,600 (PL 2-2006A)	Rs. 13,655
Grade I	Monthly Rs. 12,210 -10x130 10x145 - 10x160 - 12x170 - Rs. 18,600 (PL 2-2006A)	Rs. 15,120
Special Grade	Monthly Rs. 12,210 -10x130 10x145 - 10x160 - 12x170 - Rs. 18,600 (PL 2-2006A)	Rs. 16,730

4. This post is permanent and pensionable. Appointment is subject to 03 year probation period and selected candidates are bound to serve in any part of the country and subject to general conditions applicable to appointment to the public service.

5. *Qualifications :*

5.1 Educational Qualifications :

(a) Should have passed the G. C. E. Ordinary Level Examination in six (06) subjects with at least two credits passes in not more than two sittings.

5.2 *Professional qualifications.*– Should have obtained a skill at least in level two of National Vocational Qualifications (NVQ) as determined by the tertiary and Vocational Education Commission as appropriate for the post of survey field assistant.

5.3 *Minimum skills :*

- (a) Giving assistance to identify survey fields.
- (b) Attending to safety and maintenance of survey instruments and equipments.

5.4 *Physical fitness.*– All candidates should have physically and mentally fit adequate to serve in any part of Sri Lanka and to carry out duties in the post.

5.5 *Other :*

- (i) Should be a citizen of Sri Lanka,
- (ii) The candidate should be of excellent moral character.
- (iii) All the necessary qualifications for recruitment to the post should have been fulfilled in all respect as at the closing date of calling for application.

5.6 Age :

- (a) The minimum age should be 18 years and maximum age should be 45 years as at the closing date of applicable. (The maximum age limit is not applicable for those who hold a permanent post already in the public service)

6. Furnishing false information.– In filling these vacancies, if a candidate is found not to have necessary qualifications, his/her candidature can be cancelled. If any of the particulars furnished by a candidate is found to be false within his/her knowledge or if he/she has willfully suppressed by material fact he/she will be liable to dismissal from the public service.

7. Method of recruitment.– Recruitment will be on a written examination.

Examination Procedure.– The examination will consists of written test consisting two subjects. This examination will be held in Sinhala, Tamil and English mediums. The medium applied for will not be allowed to change subsequently.

	Maximum marks obtainable	Minimum percentage of marks required for a pass	Time
1. General Knowledge	100	40%	02 hours
2. Intelligence	100	40%	01 hour and 15 minutes

7.1 Syllabus :

- (i) **General Knowledge.**– Including the knowledge of environment of the candidate lives, political, social, cultural, religious and economical environment in Sri Lanka, scientific and technological development, internationally important general facts are expected by this paper.
- (ii) **Intelligence Test.**– A question paper made in multiple choice method, consists of questions to judge the rationality, ability of thought and ability to take decision, of the candidate.

8. Selection procedure.– After an interview held by an interview board appointed by Surveyor General only to ascertain whether the qualifications have been fulfilled by the candidates, recruitment will be made as survey field assistant in order of merits obtained by candidates in the written examination.

One month field and theoretical training will be given to those who recruited as survey field assistants by the training institute of Survey Department.

9. Preparation and submission of applications :

- (a) The application should be prepared by the applicant himself on a paper size 21x29 (A4) using both sides as per the specimen application appearing at the end of this notice. Item No. 01 to 06 should be on page 01, No. 07-09.2 on page 02, No. 10-14 on page 03 and No. 15-16.2 should be on page 04.
- (b) Candidates who are already employed in public service should forward their applications through their heads of the departments before the closing date of application.
- (c) Applications should be in the language in which the candidates in eligible to sit the examination.
- (d) Applications which are not complying with the specimen form, examination fees have not been paid before the prescribed date, of improper filling, will be rejected without any notice. Candidate should bear consequences of improper filling of applications. It would be useful to retain a photocopy of the application. It is responsibility of the candidate to find out whether the completed application complies with the application specified in the notice. If not, application will be rejected.
- (e) Receipt of applications will not be acknowledge. Complaints for any loss of applications in the post will not be considered.

9.1 Only those who have fulfilled qualifications prescribed in chapter 5 of *Gazette* notification as at the closing date of application should apply. Surveyor General will allow candidates who have paid specified examination fees and submitted application on or before 20.11.2015 to sit the competitive examination. Issuing of admission card shall not be deemed as the applicant possesses qualifications to the post or to sit the examination.

9.2 The envelope containing the application should be clearly marked "Recruitment to the posts of primary semi skilled - Survey Field Assistant" on the top left hand corner.

9.3 The signature of the applicant in the application should be certified by a principal of a government school/justice of the peace/Commissioner of Oaths/Attorney-at-Law/Commissioned Officer in the Army/An officer in Police Service hold a *Gazetted* Post or an Officer who hold a permanent post in Public service in tertiary or senior level in terms of the grading of Public Service Circular No. 06/2006.

10. Examination Fees.– Examination fee is Rs. 800/=. This fee should be paid at the cashier of the Surveyor General Office in No. 150, Kirula Road, Colombo 05 or at any of district survey office or at institute of surveying and mapping - Diyathalawa. The receipt should be pasted in the relevant cage in the application form. (It is advisable to keep a photocopy of the receipt with applicant). The fee is not refundable in any circumstance and money orders and cheques will not be accepted. Applications without cash receipts will be rejected.

11. *Submission of application.* – Completed application should be sent by registered post to reach to the following address on or before 20.11.2015 :

Senior Superintendent of Survey (Examination),
Surveyor General's Office,
Colombo 05.

12. *Appearing for the Examination.* – Every candidate should hand over their admission cards to the supervisor of the Examination Centre. A candidate who fails to hand over his admission card will not be permitted to sit the examination. The candidate should sit the examination at the examination hall assigned to him.

13. *Identity of Candidate.* – Candidates should prove their Identity at the examination hall to the satisfaction of the supervisor for each paper they sit. Any of the following documents will be accepted for their purpose :

- (i) The National Identity Card issued by the Department of Registration of Persons,
- (ii) A valid postal Identity Card issued by the Post Master General,
- (iii) A valid passport.

14. Any matter not specified here will be determined by the Surveyor General.

P. M. P. UDAYAKANTHA,
Surveyor General.

Surveyor General's Office,
Colombo 05,
09th October, 2015.

SPECIMEN APPLICATION FORM

RECRUITMENT TO PRIMARY SEMI SKILLED POST (PL 02-2006A) WHICH
REMAIN VACANT IN SURVEY DEPARTMENT-SURVEY FIELD ASSISTANT

01. Index No.

For office use only

02. Medium of Examination :

(Sinhala - S Tamil - T English - E)

(Indicate the letter/code in given cages)

03. Name with initials (Mr./Mrs./Miss) :

In Sinhala : _____.

In English : _____.

03.1 Names denoted by initials (in legible letters) :

In Sinhala : _____.

In English : _____.

04. National Identity Card No. :

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

05. Date of Birth :

Date : Month : Year :

05.1 Age as at the closing date of application : _____.

06. Gender :

Male - M
Female - F

07. Permanent address (in legible letters) :

In Sinhala : _____.

In English : _____.

07.1 Administrative District to which address belongs :
(See the Schedule 1)

District No. : Name of the District :

07.2 Date from which the applicant is resident in the district :
_____.

08. Telephone No. : Permanent : _____.

Mobile : _____.

09. Educational qualifications : _____.

9.1 Details of G. C. E. Ordinary Level Examination :

1st attempt :

(a) Year and month of the examination : _____.

(b) Index No. : _____.

(c) Subjects passed : _____.

Subject	Grade	Subject	Grade
1		5	
2		6	
3		7	
4		8	

09.2 Details of G. C. E. Ordinary Level Examination :

2nd attempt :

(d) Year and month of the examination : _____.

(e) Index No. : _____.

(f) Subjects passed : _____.

Subject	Grade	Subject	Grade
1		5	
2		6	
3		7	
4		8	

10. Professional Qualifications (Mention the NVQ qualifications that have been obtained) :_____.

11. Other Qualifications :_____.

12. Have you ever been convicted in a Court of Law for any offence :

Yes ☐

No ☐

12.1 If yes give details :_____.

13. Details of receipt which the examination fees paid :

(i) Office at which the payment made :_____.

(ii) Receipt No. and date :_____.

(iii) Amount paid :_____.

Affix the cash receipt firmly here

14. Certificate of the candidate :

(a) I declare that the particulars furnished by me in this application are true and correct to the best of my knowledge.

(b) I am aware that if this declaration made by me is found to be wrong, I would be considered unfit for the appointment and if it is found after the appointment, I would be liable to dismissal from the service.

(c) The cash receipt obtained for the payment of has been pasted in relevant page.

(d) Further, I declare that I agree to comply with the rules and regulations laid down by the Surveyor General in respect of the examination.

(e) I shall not subsequently change any of the particulars mention here.

_____,
Signature of Applicant.

Date :_____.

15. Certification of Signature of the Applicant :

I certify that Mr./Mrs./Miss who is submitting the application is personally known to me and that he/she placed his/her signature under the Section 13, in my presence.

_____,
Signature of Attestor.

Date :_____.

Name of the attestor :_____.

Designation :_____.

Address :_____.

(By affixing the official seal)

16. Recommendation of the Head of the Department (Only for the applicants who are in Public/Provincial Public Service) :_____.

16.1 According to the personal file of the officer, during the five years immediately prior to the closing date of application :

Work, Behaviour, Attendance satisfactory/Unsatisfactory.

All salary increments have been earned/have not been earned.

Has not been/has been subject to any disciplinary action.

16.2 If selected to the post applied for, this officer can be/ cannot be released from the post he holds at present.

_____,
Signature of the Head of the Department.
Official Stamp.

Date :_____.

SCHEDULE 01

This Schedule is relevant to the administrative districts to which address belongs on No. 7.1 of the application.

<i>Town/District Name</i>	<i>Town/District No.</i>
(i) Colombo	01
(ii) Gampaha	02
(iii) Kaluthara	03
(iv) Kandy	04
(v) Matale	05
(vi) Nuwara Eliya	06
(vii) Galle	07
(viii) Matara	08
(ix) Hambanthota	09
(x) Kurunegala	10
(xi) Puttalam	11
(xii) Anuradhapura	12
(xiii) Polonnaruwa	13
(xiv) Badulla	14
(xv) Moneragala	15
(xvi) Rathnapura	16
(xvii) Kegalle	17
(xviii) Ampara	18
(xix) Batticaloa	19
(xx) Trincomalee	20
(xxi) Jaffna	21
(xxii) Vavuniya	22