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The Gazette of the Democratic Socialist Republic of Sri Lanka

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PART I: SECTION (IIA) — GENERAL

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

	PAGE		PAGE
Post - Vacant	516	Examinations, Results of Examinations &c.	522

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 01st April, 2016 should reach Government Press on or before 12.00 noon on 18th March, 2016.

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 Govt. Printing,
Colombo 08,
01st January, 2016.

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.

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

Posts – Vacant

MINISTRY OF JUSTICE

Calling of Applications for the Appointment of Inquirers (into Sudden Deaths) under Section 108 of the Code of Criminal Procedure Act, No. 15 of 1979

APPLICATIONS are invited to fill the vacancies in the Post of Inquirers (into Sudden Deaths) in the Schedule given below.

02. Applications prepared as per the specimen form given below should be sent under registered cover to reach the Secretary, Ministry of Justice, Superior Courts Complex, Colombo 12 on or before 31.03.2016. The words "Post of Inquirer (into Sudden Deaths) - "General Hospital, Peradeniya" should be written on the top left hand corner of the envelope containing the application. Applications received after the closing date will be rejected without any notice.

03. This post is not permanent in the Public Service. The appointment to the Post of Inquirer (into Sudden Deaths) is made for a term of five years from the date of the appointment. This term may be extended for a further period subject to medical reports of the person concerned and on the recommendations of the Magistrate of the relevant area and Officer in Charge of the Police Station of such area provided that the maximum age limit of 70 years should not be exceeded. Nevertheless, the Minister may at any time prior to the expiry of the term, terminate the service of an Inquirer (into Sudden Deaths) with the reason being assigned for the termination. Inquirer (into Sudden Deaths) divisions in which vacancies are to be filled are mentioned in the Schedule given below.

04. The appointees should perform the duties of Inquirer (into Sudden Deaths) in accordance with the provisions of the Code of Criminal Procedure Act, No. 15 of 1979.

05. This post does not carry a salary. However, a fee of Rs. 500 per inquest, travelling expenses and subsistence allowances approved for Inquirers (into Sudden Deaths) will be paid.

06. Persons who possess the following requirements are eligible to apply :-

- (a) Be a Citizen of Sri Lanka,
- (b) Be a resident within the area for which the appointment is expected, during last two years,
- (c) Should not be less than 30 years and not more than 62 years of age as at the closing date of applications,
- (d) Should possess 03 passes in G. C. E. (A/L) (Priority will be given for the candidates who have passed) G. C. E. (A/L) in science stream),
- (e) Candidates who apply for the post of Inquirer (into Sudden Deaths) (Muslim) should be able to speak and write in Tamil,
- (f) Candidates should be physically fit and should bear a good moral character. Priority will be given to non-smokers and teetotalers.

07. Persons who are in receipt of a salary or an allowance from the Government, or from a fund of a Provincial Council or Local Government Institution as at the closing date of applications and persons who all employees and members of the Board of Directors of State Corporations or Co-operative Societies and members of Provincial Councils or Local Government Institutions as at the closing date of applications are not eligible to apply for this post.

08. It is not necessary to enclose any documents with the application. However, applicants should produce at the interview sufficient proof in support of their qualifications. The originals of the following documents should be submitted at the interview :-

- (a) Certificate of birth,
- (b) Educational Certificates,
- (c) National Identity Card,
- (d) Certificate of Grama Niladhari to prove permanent residence,
- (e) Two recent character certificates,
- (f) Other Certificates if any, in support of additional qualifications,
- (g) In case of retired applicants documentary evidence to prove the date of retirement.

09. All applications should be filled in block letters according to the following specimen form of application. Applications submitted without indicating all required information will be rejected without any notice.

10. When filling the specimen form of application, accurate details on eligibility criteria should be included. The appointments of applicants falling into any category referred to in paragraph 7 above and the appointments and applicants who have furnished false information relating of Paragraph 06 and 08 above will be cancelled, if the inaccuracy is detected after the appointment is made.

11. If a person who is appointed as an Inquirer (into Sudden Deaths) is subsequently appointed to a post described in the aforesaid paragraph 07, his/her appointment to the Post of Inquirer (into Sudden Deaths) will lapse from the date of appointment to such post.

PADMASIRI JAYAMANNE,
Secretary,
Ministry of Justice.

Ministry of Justice,
Colombo 12,
17th day of February, 2016.

APPLICATION FORM
POST OF INQUIRER (INTO SUDDEN DEATHS)

District		Divisional Secretary's Division	
Relevant Magistrate's Court		Inquirers (into Sudden Deaths) Division	
Relevant Police Station		Grama Niladhari Division where the applicant is resident and No.	

01. (a) Name with initials (in block letters) :_____.
(Underline the surname)
(b) Names denoted by initials :_____.
02. Address :_____.
03. Telephone No. :_____.
04. National Identity Card No. :_____.
05. Date of Birth :_____.
06. Age as at 31.03.2016 :_____.
- Years :_____, Months :_____, Days :_____.
07. Sex :_____.
08. Educational Qualifications :
G. C. E. (O/L) Examination :

Subject	Grade	Year	Subject	Grade	Year

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

Subject	Grade	Year	Subject	Grade	Year

09. Professional Qualifications :_____.
10. Present occupation :_____.
11. Previous employment :_____.
12. (a) Are you an employee of state, a State Corporation/Provincial Council Co-operative or Local Government Institution ? :
_____.
- (b) If you have resigned/retired from service of the establishment above, reason for resignation/retirement :_____.
- (c) The date of resignation/retirement :_____.
13. (a) Has your employer taken any disciplinary actions against you :_____.
- (b) If so, the nature of the charge and the outcome :_____.
14. (a) (i) Have you ever been used for any offence in any Court of Law ? :_____.
- (i) Has any complaint to which you were party been ever made to a Mediation Board for mediation :_____.
- (ii) If so, the date result thereof :_____.
15. (a) Do you presently hold a post of inquirer (into Sudden Deaths) ? :_____.
- (b) If so, the date of first appointment and file No. of the Ministry ? :_____.
16. Details of other qualifications, if any, relevant to this appointment :_____.
17. Names, addresses and designations of the two persons who gave character certificates :-
- (1) (2)
-
-
-

I do hereby certify that the above particulars furnished by me are true and accurate.

_____,
Signature of applicant.

Date : _____.

SCHEDULE

*Divisional Secretary's
Division*

*Inquirer
(into Sudden Deaths) Division*

*Grama Niladhari Division
and No.*

Kandy Four Gravets and Gangawata Korale

General Hospital (Teaching), Peradeniya

Getambe 259

03-324

PUBLIC SERVICE COMMISSION

Ministry of National Co-existence, Dialogues and Official Languages

RECRUITMENT TO THE POST OF LEGAL OFFICER (GRADE III OF EXECUTIVE OFFICERS CATEGORY) ON OPEN BASIS

APPLICATIONS are hereby called from the citizens of Sri Lanka who satisfy the below mentioned qualifications for the Post of Legal Officer of the Ministry of National Co-existence, Dialogues and Official Languages.

1. *Method of Recruitment.*— Out of the applicants who satisfy the qualifications prescribed in this notification, the applicants who obtain highest marks at a structured interview conducted by an interview board appointed by the Public Service Commission shall be recruited based on the existing number of vacancies. The structured interview shall be conducted in conformity with the marking scheme (shown herein under No. 06) approved by the Public Service Commission.

2. *Qualifications :*

(i) *Educational/Professional Qualifications :*

Shall possess a Degree in Law from a university recognized by the University Grants Commission/shall have taken oath as an Attorney-at-law of the Supreme Court.

(ii) *Experience :*

Shall possess not less than three (03) years professional experience of active practice subsequent to taking oath as an attorney-at-law of the Supreme Court of Sri Lanka.

(iii) *Physical Qualifications :*

Every candidate should be of a good physical and mental fitness as to be able to serve in any part of Sri Lanka and discharge the duties of the post.

(iv) *Other Qualifications :*

- * Should be a citizen of Sri Lanka,
- * Should be of an excellent moral character,
- * Shall have fulfilled in all aspects the qualifications prescribed for the post *on or before the closing date* of applications,
- * Shall have obtained at least a credit pass for the English Language at the G. C. E. (O/L) Examination or the G. C. E. (A/L) examination,
- * Should possess an excellent command of the English Language and the ability to carry out judicial affairs in the English Language.

3. *Age limit.*— Applicants should not be less than 21 years and not more than 45 years of age on the closing date of applications.

4. *Conditions of Appointment and Service :*

- (i) This post is permanent.
- (ii) This appointment is subject to a probation period of three years. First Efficiency Bar Examination shall be passed within 03 years from the date of recruitment to the post of Legal Officer Grade III, as mentioned in the Appointment Procedure.
- (iii) As per the Public Circular No. 01/2014 dated 21.01.2014, proficiency in the official language other than the official language in which an officer joins the service should be acquired within five years from appointment to the post and the officers who join the service in a medium other than an official language should acquire the due official language proficiency within the probation period.
- (iv) This appointment is subject to the procedural rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka and Financial Regulations of the Government and other Departmental directives.

5. *Salary Scale.*— This post is entitled to a monthly salary scale of Rs. 22,935 - 10x645 - 8x790 - 17x1,050 - Rs. 53,555 (SL1-2006 salary category of the Public Administration Circular No. 06/2006 dated 25.04.2006).

6. *The structured interview will be based on the following marking scheme :*

	<i>Subject</i>	<i>Marks</i>	<i>Maximum Marks</i>
01.	Additional Educational Qualifications Degree in Law from a recognized university – First Class – Second Class upper division – Second Class lower division First Class in the final year of Law College Second Class in the final year of Law College <i>Note : 10 marks should be given only in the case of passing the final exam with Honours.</i> (Marks are given only for maximum qualifications either LLB or Law College Qualifications)	 20 15 10 15 10	20
02.	Additional Professional Qualifications A Doctorate in Law Post Graduate Degree in Law (Academic period not less than one year) Post Graduate Diploma in relevant field or Post Graduate Diploma in law from a recognized institute (Academic period not less than one year) (5 marks for each diploma - Maximum 15 marks) Diploma in relevant field from a recognized institute (Academic period not less than six months) (3 marks for each diploma - Maximum 15 marks) Certificate course in relevant field at a recognized institute (Academic period not less than three months) (2 marks for each certificate course - maximum 10 marks)	 15 10	15
03.	Additional Experience Experience as an Attorney-at-Law in Public Service or private sector – over 06 months and below one year - 2 marks 5 marks for each year - maximum 30 marks (Excluding the 3 year - service period as an Attorney-at-law required to satisfy the basic qualification) (Additional experience should be confirmed by a certificate from an Attorney at Law with a service period not less than 20 years or a President's Counsel or a Judge)		30

	<i>Subject</i>	<i>Marks</i>	<i>Maximum Marks</i>
04.	Proficiency in English Language		15
	Postgraduate Degree/Degree/Post Graduate LLB Degree/LLB Degree studied in English medium (All relevant question papers shall have been answered in English medium)	15	
	English Language Diploma from a university recognized by the University Grants Commission or an institution recognized by the government (Duration - 1 year of 1500 hours)	10	
	English Language Certificate course from a university recognized by the University Grants Commission or an institution recognized by the government – 06 months/720 hours – 03 months/360 hours	07 05	
	(Marks are given only for maximum qualifications)		
05.	Computer literacy		15
	Having studied Information Technology as a main subject for a Degree from a university recognized by the University Grants Commission	15	
	A diploma (01 year or 1500 hours) in information technology from an institution recognized by the government	10	
	A certificate course in information technology at an institution recognized by the government : – 06 months/720 hours – 03 months/360 hours	07 05	
	(Marks are given only for maximum qualifications)		
I.	Aptitude shown at the interview		05
	Total		100

07. *Identity of the Applicants.*– Only the applicants who have submitted applications which are complete in all aspects will be called for the structured interview.

Originals of all applicable certificates with their duly certified copies should be submitted at the interview.

Any of the following identity cards are acceptable for establishing the applicant's Identity at the interview :

- Identity Card issued by the Commissioner General of Registration of Persons,
- Valid passport.

08. *Submission of applications :*

- The completed application forms should be sent by registered post to reach the following address on or before 11.04.2016. Applications received after the closing date shall be rejected.
Secretary,
Ministry of National Co-existence, Dialogues and Official Languages,
No. 40, Buthgamuwa Road,
Rajagiriya.
- The words "Application for the Post of Legal Officer" should be indicated on the top left-hand corner of the envelope enclosing the application.
- Candidate's signature in the application form should be attested by a Principal of a Government School, a Justice of Peace, Commissioner for Oaths, Attorney at-Law, Notary Public, Commissioned Officer in the Armed Forces or an Officer holding a permanent post in the Public Service and receiving a monthly consolidated salary not less than Rs. 22,935.

(d) The candidates who are currently in the Public Service or the Provincial Public Service should submit their applications through the Head of the Department under whom they serve.

(e) The applications which are not in conformity with the specimen application appended to this notification are liable to rejection. Any complaint on applications getting lost or delayed will not be considered.

9. *Furnishing false information.* – If any of the particulars in the application submitted by you is found to be false or incorrect prior to the recruitment, your candidature is liable to be cancelled. If any of such particulars are found to be false or incorrect after the recruitment, you are liable to dismissal from the service, subject to the relevant procedures in that regard.

10. The Public Service Commission reserves the power to fill or not to fill these vacancies.

By order of the Public Service Commission,

V. B. PEARL K. WEERASINGHE,
Secretary,
Ministry of National Co-existence,
Dialogues and Official Languages,
Rajagiriya.

SPECIMEN APPLICATION

RECRUITMENT TO THE POST OF LEGAL OFFICER OF THE MINISTRY OF
NATIONAL CO-EXISTENCE, DIALOGUES AND OFFICIAL LANGUAGES

For office use only

01. 1.1 Name with initials : _____.
(In English block capitals)

1.2 Name in full : _____.
(In English block capitals)

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

02. 2.1 Permanent address : _____.
(In English block capitals)

2.2 Permanent address : _____.
(In Sinhala/Tamil)

03. Telephone No. : _____.
Fixed : _____ Mobile : _____.

04. National Identity Card No. : _____.

05. 5.1 Date of birth :
Year : _____, Month : _____, Date : _____.

5.2 Age as at 11.04.2016 :
Years : _____, Months : _____, Days : _____.

06. Educational/Professional Qualifications :

6.1 Particulars of the Degree in Law :

(i) Effective date of the degree : _____.

(ii) University/Institution : _____.

(iii) Language Medium : _____.

Or

(iv) Date of taking oath as an Attorney-at-law of the Supreme Court of Sri Lanka.

6.2 Grade obtained for the English language at the G. C. E. (O/L) Examination or at the G. C. E. (A/L) Examination : _____.

07. Experience as an Attorney-at-Law (Number of years) : _____.

08. Have you ever been convicted of any offence in a Court of Law ? : _____.

(If yes, give details including the date and the Case No.)

09. Applicants' Declaration :

I solemnly declare that the particulars furnished by me in this application are true and accurate to the best of my knowledge. I certify that on any occasion I have not been subject to dismissal from the Public Service or compulsory retirement for general inefficiency as a merciful alternative and not been deemed to have vacated a post in the Public Service, I am also aware that I am liable to disqualification, if any particular contained herein is found to be false or incorrect prior to appointment and if such is detected after appointment, I am liable to dismissal from service without any compensation.

_____,
Applicant's Signature.

Date : _____.

10. Attestation of the Applicant's Signature :

I hereby certify that Mr./Mrs./Miss
(Full name) who submits this application is known to me personally and He/She placed his/her signature in my presence on

_____,
Signature of the Officer attesting
the Signature.

Date : _____.

Name of the officer attesting the signature : _____.

Designation : _____.

Address : _____.

(To be certified by placing the Official Stamp)

(Applicant's signature should be attested by a Principal of a Government School, a Justice of Peace, Commissioner for Oaths, Attorney-at-Law, Notary Public, Commissioned Officer in the Armed Forces or an Officer holding a permanent post in the Public Service whose consolidated monthly salary is not less than Rs. 22,935)

11. Report of the Head of Department, if the applicant is in the Public Service :

I hereby certify that Mr./Mrs./Miss (Full name) who submits this application is currently serving as a permanent/temporary/casual officer of this Ministry/Department and he/she placed his/her signature in my presence on I also inform that he/she can/cannot be released from the service, in the event of his/her being selected for this post.

Signature of the Head of Department.

Date : _____.

Name of the Head of Department : _____.

Designation : _____.

Address : _____.

(To be certified by placing the Official Stamp)

03-351

Examinations, Results of Examinations & c.

MINISTRY OF HEALTH, NUTRITION AND INDIGENOUS MEDICINE

Departmental Examination for Preliminary Grade Medical Officers and Dental Surgeons – March, 2016

IT is hereby notified that the Departmental Examination should be passed by Medical Officers in Preliminary Grade before promotion to Grade II, By Dental Surgeons before confirmation in the service and by the Medical officers in Administrative Grade or Specialist Grade who have not completed this Departmental Examination during a period of two years from the date of appointment to such post as per Section 08 of the Medical Service Minute of Sri Lanka in the Health Services published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No. 1883/17 of 11.10.2014, will be held on 10.04.2016 in Sinhala, Tamil and English medium. The venue and the time of the examination will be notified along with the Admission Card.

02. *Qualifications.* – Medical Officers in the Preliminary Grade who have not completed the relevant examination and Dental Surgeons who are not confirmed in the service can apply for this examination. Medical officer appointed to a post in the Administrative Grade or Specialist Grade without having completed this examination also can apply for the above Examination.

03. *Applications.* – Applications that should be prepared by the candidates as per specimen shown at the end of this circular must be handed over to the Head of the institute on or before 19.03.2016. The applications that are certified as all the eligibilities have been fulfilled, should be forwarded to the Director (Examinations), Ministry of Health, Nutrition and Indigenous Medicine, “Suwasiripaya”, No. 385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before 24.03.2016 through their Heads of Institutions. The Head of Division should certify the accuracy of contents in each application. A self addressed envelope in the size of 9” x 4” inches, affixed with stamps to the value of Rs. 35.00 should be sent along with the application. (Candidates can write their official or private address). Applications which are received late, incomplete or inaccurate will be rejected.

Note. – The application should be prepared using an A4 paper based on the specimen form of the application so as to recommended from 01 to 04(e) on the first front page and from 04(f) to 09 on the second page. Applications which do not conform to above will be rejected any information.

04. *Examination fees :*

- (i) Candidates who sit the examination for the first time need not pay examination fees. However, in every subsequent sitting they should affix stamps to the value of Rs. 25 per subject in the stamps cage provided for in the application and cancel same by placing their signature and the date.
- (ii) The fees once paid will not be allowed to transfer for any other Examination or refunded under any circumstances.

05. *Admission to the Examination:*

- (i) Candidates whose applications have been accepted will be issued with Admission Cards. They should duly complete and submit same to the Supervisor at the Examination Centre. Otherwise they will not be allowed to sit the examination.

- (ii) Candidates should prove their identity to the Supervisor at the examination hall. For this purpose one of the following documents will be accepted :

- (a) National Identity Card ;
- (b) Departmental Identity Card ;
- (c) Valid Driving License ;
- (d) Valid Passport.

- (iii) If you did not receive your admission card due to any unavoidable reason you can trace your examination centre and the index number through the web site ; If you were able to trace your examination centre and the index number as mentioned above you are permitted to be presented at the examination centre in the web site together with a letter attesting your signature by your immediate superior officer and sit the examination by establishment of your identity. The applicants who have received the admission card should certify their signature and should be bought. The applicants who have obtained the certification on their signature will not be entitled to face the examination. (Web site : www.health.gov.lk).

06. *Scheme of the Examination.*— The examination will consists of four parts that is three written essay type question papers and a Sinhala/Tamil oral test. Each part carries 100 marks. A minimum of 50 marks should be obtained for each part to pass the examination and this examination could be completed in one sitting or appearing for the parts of the examination in several sittings. At the first attempt officer should appear for all relevant subjects.

07. *Syllabus of the Examination :*

7.1 *Written Examination :*

7.1.1 Establishments Code :

Duration 02 hours. Should answer five (05) out of eight (08) questions.

Syllabus :

- (i) General Regulations of the Department of Health Services in Health Ministry ;
- (ii) Orders and Regulations of the Public Service Commission ;

(iii) *Establishments Code :*

- (a) Part I - Chapters VI, VII, VIII, IX, XII, XIII, XIV, XV, XVI, XVII, XVIII, XXIII, XXIV, XXV, XXVI, XXVII, XXVIII, XXX, XXXI, XXXII
- (b) Part II - Chapters XLVII and XLVIII ;

7.1.2 *Administration of Hospitals and Dispensaries :*

Duration 1 1/2 hours. Total marks 100. Should answers four (04) questions out of seven (07) questions.

Syllabus :

Health Manual :

- (i) Administration of Hospital and Public Health,
- (ii) Management of Laboratory Services,
- (iii) Management of Drugs.

7.1.3 *Accounts :*

Duration 02 hours. Should answer 04 questions out of 07 questions.

Syllabus :

- (i) Regulations of Stores Accounts of the Department of Health Services ;
- (ii) Sections of Finance in the Manual of the Department of Health Services ;
- (iii) Financial Regulations relating to the daily routine duties of a Medical Officer of Health -
 - Chapter I - F. R. 1, 2, 78.
 - Chapter II - F. R. 90, 91, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 113, 115, 118, 119.
 - Chapter III - F. R. 124, 125, 126, 127, 128, 131, 133, 134, 135, 136, 137, 138, 139, 140, 142, 143, 151, 152, 154, 155, 156, 189.
 - Chapter V - F. R. 200, 201, 215, 225, 238, 245, 255, 257, 260.

Chapter VI - F. R. 380, 381, 382, 383, 384, 385, 386, 388, 389, 390, 391, 392, 393 394.
Chapter VII - F. R. 488, 493.
Chapter XIII- F. R. 715, 716, 756, 757, 758.

Procurement Guideline :

Chapter 1 - All Sections
Chapter 2 - Section number - 2.3, 2.4, 2.5, 2.6, 2.7, 2.8.
Chapter 3 - Section number - 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9.

7.2 *Viva Voce* - **Sinhala/Tamil** : This oral test is conducted by the staff officers of the Departmental to measure the proficiency in Sinhala/Tamil. Ability of the Sinhala medium officers to communicate in Tamil medium and the ability of the Tamil medium officers to communicate in Sinhala medium regarding the matters that arise while discharging their normal duties is tested. Duration 10 minutes.

8. Please bring the contents of this circular to the notice of all relevant officers in your Division/Specialized Campaign/ Institution. The information is also available in the Web Site - **www.health.gov.lk**

N.B.— Sinhala medium notification on examination will be effected if any contradictory is arisen in the examination notifications published in Tamil and English mediums.

M. B. L. RAHUMAN,
Deputy Director General (Admin.) II,
for Secretary of Health, Nutrition and Indigenous Medicine.

Ministry of Health, Nutrition and Indigenous Medicine,
“Suwasiripaya”,
No. 385, Ven. Baddegama Wimalawansa Thero Mawatha,
Colombo 10,
24th February, 2016.

Specimen Form of Application

For Office Use Only

DEPARTMENTAL EXAMINATION FOR PRELIMINARY GRADE
MEDICAL OFFICERS AND DENTAL SURGEONS - MARCH, 2016

01. (a) (i) Name of the Applicant (In Sinhala or Tamil with initials at the end) : _____.

(ii) Name of the Applicant (In English Capitals with initials at the end) :

(iii) Names denoted by initials (In English Capitals) :

(b) (i) Designation (Please mark (✓) in relevant cage) :

(i) Medical Officer ☐ (ii) Dental Surgeon ☐

(ii) Date of Internship Appointment : _____.

(iii) Date of appointment to the Preliminary Grade/Grade II : _____.

02. Subjects offered (Mark ‘✓’ within the cages against the subjects you offer in this Examination. Mark “X” against the subjects not offered) :

Administration of Hospitals and Dispensaries ☐ Establishments Code ☐ Accounts ☐
Sinhala *Viva Voce* ☐ Tamil *Viva Voce* ☐

03. Medium you sit for the examination (Mark '✓' in relevant cage)

Sinhala : ☐ English : ☐ Tamil : ☐

04. (a) (i) Present Station : _____.

(ii) This Institution belongs to : Line Ministry ☐
Provincial Council ☐

(b) District of the Present Station : _____.

(c) Telephone No. :

(d) Identity Card No. :

(e) Please mark "✓" in the relevant cage of the examination centre you prefer out of the following centers. (If any or several examination centres, out of those given below, would be cancelled due to a departmental requirement or due to absence of a sufficient number of candidates. In such an instance, the candidates already attached to such centers would be re-attached to a closest examination centre or to another centre as decided by the Director General of Health Services).

Colombo	<input type="checkbox"/>	Kandana	<input type="checkbox"/>	Hambantota	<input type="checkbox"/>	Ampara	<input type="checkbox"/>
Kaluthara	<input type="checkbox"/>	Galle	<input type="checkbox"/>	Badulla	<input type="checkbox"/>	Vavuniya	<input type="checkbox"/>
Kurunegala	<input type="checkbox"/>	Anuradhapura	<input type="checkbox"/>	Rathnapura	<input type="checkbox"/>	Polonnaruwa	<input type="checkbox"/>
Kandy	<input type="checkbox"/>	Batticaloa	<input type="checkbox"/>	Jaffna	<input type="checkbox"/>	Trincomalie	<input type="checkbox"/>

(f) Whether a self-addressed envelop in the size of 9x4 inches with stamps affixed to the value of Rs. 35.00 has been attached to the application to post the Admission Card? : _____.

(g) (i) Postal Address to post the Admission Card (In Sinhala/Tamil) : _____.

(ii) Postal Address to post the Admission Card (In English Capitals) : _____.

05. (a) Whether you sit for the examination for the first time : _____.

(b) If not so, have you affixed stamps to the application? : _____.

Stamp Cage

06. Certificate of the Candidate :

(i) I do hereby certify that the particulars furnished by me in this application are true and accurate to my knowledge and I need not affix stamps since, I sit the Examination for the first time/have affixed stamps to the value of Rs. since I repeat the Examination,* and the stamps affixed by me to the application are genuine and not used.

(ii) I agree to abide by the rules and regulations stipulated by the Department of Health for the conduct of this Examination and if I was found ineligible in accordance with the scheme of the Examination I agree with whatever decision taken for the cancellation of my candidature.

_____,
Signature of the candidate.

Date : _____.

07. Certification of the officer who have handle the Personal File :

I certified that the application have submitted before the closing date, particulars furnished in the application are true and correct to his/her personal file, applicant is eligi3ble to sit for the Efficiency Bar Examination Grade II for Nursing Officers and filed a copy of this application above the officers personal file.

_____,
Name and Signature.

Date : _____.

08. *Certification of Head of Institution :*

Mr./Mrs./Miss is well known to me and in the application are correct in accordance with the particulars available in his/her personal file and he/she* is eligible to sit for the examination he/she* sits the Examination for the first time/repeats the Examination* he/she* need not affix stamps/has affixed stamps to the value of Rs..... to the Application and he/she* placed his/her* signature in my presence.

Signature of Head of Institution/Frank/Rubber Stamp.

Date : _____.

09. *Certificate of the Head of Decentralized Unit/Specialized Campaign :*

Mr./Mrs./Miss serves as a Medical Officer/Dental Surgeon in my Division/Campaign* and the particulars furnished by him/her* in the Application are correct in accordance with the particulars available in his/her* personal file and he/she* is eligible to sit for the Examination.

Signature of Head of Decentralized Unit/
Specialised Campaign (Frank/Rubber Stamp).

Date : _____.

(* - Delete words which are inapplicable)

03-316

MINISTRY OF FOREIGN AFFAIRS

1ST EFFICIENCY BAR

**1st and 2nd Efficiency Bar Examinations
and Second Language Test for the Officers of the Sri
Lanka Foreign Service – 2015/2016**

IT is hereby notified that the Efficiency Bar Examination and the Second Language Test for Officers in the Sri Lanka Foreign Service will be held in Colombo and in Sri Lanka Missions abroad in June 2016. The oral examination will be held only in Colombo.

02. The Time Table would be prepared enabling the candidates to sit for both Efficiency Bar Examinations at the same time.

03. *Syllabus.*– Syllabus and other Provisions by which the First and Second Efficiency Bar Examinations are governed are indicated in the Sri Lanka Foreign Service Minute.

Syllabus and other provisions for the Second Language Test are indicated in Appendix “A” while syllabus and other provisions for the 1st and 2nd Efficiency Bar Examinations and for the foreign languages are indicated in Appendix “B”.

Officers are allowed to sit for the subjects of the Efficiency Bar Examination at one or more sittings. Action will be taken to conduct Oral Tests for the officers who sit for the Second Language Test at the same venue at the same time.

04. The subjects for which the officers should appear in the Efficiency Bar are as follows:

<i>Subject No.</i>	<i>Subject</i>	<i>Duration hours</i>
PART I		
01.	Finance	03
02.	History and Geography of Sri Lanka	03
PART II		
03.	Elementary Constitutional Law and International Law	03
04.	Diplomatic Practice	03
05.	International Affairs	03
06.	The Sri Lanka Foreign Service Minute, Foreign Ministry Regulations and Computer Literacy	03

2ND EFFICIENCY BAR

<i>Subject No.</i>	<i>Subject</i>	<i>Duration hours</i>
PART I		
21.	Economic & Social Development in Sri Lanka	03
22.	Administration	03
	(a) Office systems & Organizational Methods	
	(b) Establishments Code (Volume I & Volume II)	

<i>Subject No.</i>	<i>Subject</i>	<i>Duration hours</i>	sent to Secretary External Affairs by the Commissioner General of Examinations.
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PART II

23.	Elementary Constitutional Law and International Law	03
24.	Diplomatic Practice	03
25.	International Affairs	03

FOREIGN LANGUAGES

<i>Subject No.</i>	<i>Subject</i>	<i>Duration hours</i>
07.	Arabic	02
08.	French	02
09.	Russian	02
10.	Spanish	02
11.	Hindi	02
12.	Chinese	02
13.	German	02
14.	Japanese	02
15.	English	02
16.	Korean	02

SECOND LANGUAGES

<i>Subject No.</i>	<i>Subject</i>	<i>Duration hours</i>
30	Sinhala (Written)	02
31	Tamil (Written)	02
32	English (Written)	02
33	Sinhala (Oral)	
34	Tamil (Oral)	
35	English (oral)	

05. The attention of the Officers sitting for these Efficiency Bar Examinations is drawn to the paragraph 5 of the Treasury Circular No. 701 dated 04th September 1966 which is reproduced below:

“Departmental examinations (including Promotional and Efficiency Bar Examinations) – The medium for Promotional Examinations as well as Efficiency Bar Examinations should be the language in which the officer sat for the Competitive Examination to enter the Public Service or the Official Language. In case where initial recruitment has been taken place without a competitive examination, the medium for Promotional/Efficiency Bar Examinations should be the language in which the officer was qualified for entry into the Public Service or the Official Language.”

05.1 *Issuance of Results:*

Candidates are required to obtain 40% marks or above for each subject for a pass. Two separate result sheets, containing results of individual candidates, pertaining to both First & Second Efficiency Bar Examination will be

06. Arrangements will be made by the Commissioner-General of Examinations for the candidates to answer the question papers in Sinhala, Tamil or English, except for the question papers on foreign languages. Medium applied to sit for the examination cannot be changed.

07. If a candidate is later found to have sat in a medium in which he is not entitled to sit, his candidature will be cancelled.

08. Application forms should be prepared in an A-4 size paper as per the specimen appended to this notification, containing items 1-8 on the first page and the rest on the second page. Both sides of the paper should be used. Applications should be filled in applicant's own handwriting clearly. Applications prepared in Sinhala and Tamil medium should also bear the name of the examination in English. Candidates appearing for both examinations should submit separate applications in respect of each Examination.

Applications which are not in conformity with the specimen and not provided with the required details will be rejected without notification. Applicants are advised to keep a photocopy of the application.

09. The examinations will be conducted by the Commissioner General of Examinations and candidates will be bound by the rules and regulations prescribed by the Commissioner General for the conduct of examination.

10. All applicants should send their applications to the Overseas Administration Division of the Ministry of Foreign Affairs to forward them to the Commissioner General of Examinations, on or before 12th April, 2016. Those who are serving in Sri Lanka missions abroad should send their applications through the Heads of Mission. Any Application received after the closing date will be rejected.

11. Admission will be issued to all candidates who had duly submitted the applications by the Commissioner General of Examination. If a candidate does not receive his/her admission on time, it is advisable for him/her to make a request by fax with photocopies of the application and the receipt to the Commissioner General of Examination. It is also advised to indicate a fax number in the request enabling the Commissioner General of Examination to fax a copy of the Admission to the candidate. (The fax No. of the *Organization and Foreign Exams Branch*, the Department of Examinations is 0112784232)

12. Subsequent correspondence by candidates who fail to comply with the requirements as stipulated in paragraph 11 above will not be entertained. Candidates should sit for the examination at the examination hall assigned to him/her. Every candidate who appears for the examination should produce to the Supervisor of the examination hall, the admission card with his/her signature attested. Candidates who fail to produce his/her admission card will not be allowed to sit for the examination.

13. The following are the documents of Identity acceptable at the examination centre :

- (1) National Identity Card issued by the Commissioner of Registration of Persons.
- (2) Valid Passport.

14. Candidates who sit for the examination for the first time are exempted from exam fees, while in the case of subsequent sittings fees will be levied on the following basis;

- (a) First sitting (whole examination or part thereof): free of charge
- (b) Each subsequent sitting : *Rs. cts*
Complete examination 1000.0
One Subject 500.0
Oral Test 300.0

The fees should be paid to any District or Divisional Secretariat credited to the revenue head 2003-02-13 of the Commissioner General of Examinations and the receipt should be pasted in the relevant cage of the application.

It is advisable to keep a photocopy of the receipt.

15. The decision of the Public Service Commission will be final with regard to any matter that has not been mentioned in this notification. The decision of the Commissioner General of Examinations will be the final with regard to the examinations.

CHITRANGANEE WAGISWARA,
Secretary/Foreign Affairs.

Ministry of Foreign Affairs,
Republic Building,
Colombo 01,
04th March, 2015.

SPECIMEN APPLICATION FORM

MINISTRY OF FOREIGN AFFAIRS

For office use only

1ST AND 2ND EFFICIENCY BAR EXAMINATIONS AND SECOND LANGUAGE
TEST FOR THE OFFICERS OF THE SRI LANKA FOREIGN SERVICE -
2015(2016)

Medium

Sinhala	-	2
Tamil	-	3
English	-	4

(Please mark the relevant number in the cage)

01. The examination applied for
(Please mark the relevant number in the cage)

Examination	Relevant No.
Efficiency bar 1	1
Efficiency bar 2	2
Second language	3
Foreign language	4

02. (i) Name in full (In English block capitals) : _____.
(Eg; HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
- (ii) Last name with Initials: _____
(In English block capitals. Put the initials after the last name Eg. GUNAWARDHANA, H.M.S.K.)
- (iii) Name in full (In Sinhala/Tamil) : _____.

03. Address (for dispatch of admission cards) : _____.
(In English block capitals)

04. Date of Birth:

Date: Month : Year :

05. National Identity Card No. :

06. Sex:
(Pl. mark the relevant number in the cage)

Male - 0
Female - 1

07. Date of appointment to the Sri Lanka Foreign Service :

Date: Month : Year :

08. Present post : _____.

09. Subjects offered should be clearly stated with the subject numbers given in para. 04 of the notification. (Applicants will be allowed to sit for subjects indicated in the application only.)

Subject	Subject No.
i.	
ii.	
iii.	
iv.	
v.	
vi.	

10. State whether the applicant had appeared for the whole examination or part thereof previously. If so, state the index number, subjects, year and month : _____

I, declare that the information furnished above is accurate and that, I am eligible to sit for this examination in the language medium indicated above. Further, I abide by the rules and regulations laid

down by the Commissioner General of Examinations with regard to the conduct of the examination.

The receipt No. for payment of examination fee is annexed.

Fee paid :Rs.

_____,
Signature of applicant.

Date : _____.

Original Receipt should be pasted here
(Please keep a photocopy of the receipt)

Commissioner General of Examinations :

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

Forwarded.

I, do hereby certify that the information furnished above is accurate and that Mr./Mrs./Miss.....is eligible to appear for this examination in the language medium indicated by him/her. I also attest the applicant's signature.

_____,
Signature and Designation of the
Head of Department.

Date _____,
(Official Stamp)

Appendix "A"

SINHALA

PART

The written paper will be of a two hour duration and candidates are required to obtain 40% marks or above in this paper for a pass.

It will contain questions on:

- Grammar.
- Translation of petitions or Gramaseva Niladhari's reports written in Sinhala into English.
- Translation of an official letter or a document in English into Sinhala.

The Oral Test will consist of the following:

- Interpret in Sinhala an official material written in English, so that the passage can be understood and taken down in writing by a Sinhala speaking person.
- Reading a petition written in Sinhala.
- Conversation and Interpretation.

The purpose of the test will be to assess the candidates' ability of understanding Sinhala Language as it is spoken by different native speakers and of making him/herself understood both in common conversation and in the usual course of official business.

TAMIL

The Test in Tamil will consist of a written part and an oral part.

The written paper will be of a two hour duration and candidates are required to obtain 40% marks or above in this paper for a pass. It will contain questions on:

- Grammar.
- Translation of petitions or Gramaseva Niladhari's reports written in Tamil into English.
- Translation of an official letter or a document in English into Tamil.

The Oral Test will consist of the following:

- Interpret in Tamil an official material written in English, so that the passage can be understood and taken down in writing by a Tamil speaking person.
- Reading a petition written in Tamil.
- Conversation and Interpretation.

The purpose of the test will be to assess the candidates' power of understanding Tamil Language as it is spoken by different native speakers and of making him/herself understood both in common conversation and in the usual course of official business.

ENGLISH

The English paper will be of a two hour duration and candidates are required to obtain 40% marks or above in this paper for a pass. It will contain questions on:

- Grammar.
- Comprehension.
- Précis writing.
- Report and letter writing.
- Vocabulary.

A prototype of the question paper is furnished below for the information of candidates.

PART A

- Fill in the blanks with the correct form of the verb given within brackets:-

During the last war our country 1 (be) a British Colony2 (take) a full part in the war effort. Consequently our tea, rubber and coconut 3 (ship) to Britain at very favourable prices and the foreign exchange we 4 (earn) 5 (accumulate) as assets. Again during the Korean war in the early fifties our products 6 (fetch) good prices and we 7 (not have) any exchange problem.

- However, political independence 41. The Police Party had (laid/lie/lain) in ambush until the bribe taker arrived.
- 8 (not given rise) to any effort to 9 (build up) our economy we 10 (be) a nation of consumers and we 42. The entire staff turned upon (facilitate/ infiltrate/felicitate) the watcher on his retirement.
- 11 (Squander) our foreign exchange on consumer goods which 12 (can produce) locally and incidentally diversified our economy. Over the last decade we 13 (begin) to feel the pinch when our primary products 14 (fail) to command good prices in the world market while our requirements of food both rice and subsidiary food stuffs 15 (rise) in price.
- (b) Fill in the blanks with the correct preposition (where necessary):
- As Assistant Secretary 16 charge 17 subjects. It was my duty to convene groups of officers dealing 18 different aspects of development work in the Ministry 19 time to time. They discussed 20 various problems that they confronted and which they could not cope 21 on their own. We were thus able to share our experience 22 each other and make concrete proposals 23 the Secretary every month. He in turn put 24 his own plans for discussion 25 these meetings.
- (c) Underline the correct letters given within brackets that would complete the spelling of the following words.
26. Har.....ment (rass/as/ass).
27. Ember.....(rass/as/ass).
28. Tol..... (arreance/erance/erence)
29. Par.....arian (liament/limen/liment)
30. Bal.....ing (let/lat/lot)
31. Itin..... (erary/array/erarie)
32. Pers.....(everance/everence/ewerence)
33. Bour..... (geoise/joursie/juwarsy)
34. Prolet..... (ariet/ariat/eriyat)
35. Com.....ate (memorr/emor/memor)
- (d) In each of the following statements underline the correct word within brackets:-
36. The inventory was checked by the Board of (Survellance/ Survey/Surveyors).
37. At the enquiry I had to be satisfied that the accused officer had(contradicted/contravened/contaminated) the regulations.
38. Every receipt should have a (counterfoil/ counterfeit/ counterpane) for the purpose of audit.
39. There was a possibility that the prosecution had(fabricated/ fumigated/promulgate) the evidence.
40. (Discrete/Discretionary/Discriminatory) power was given to the Head of the Department under the relevant Act.
- (e) Underline the correct phrase in the brackets that means the same as the word or phrase underlined in each sentence.
46. In good management the boss should, support his staff in their work (back out/ back up/ back away).
47. The sales and replacement of stock amounted to over Rs. 5,000 (turn out/ turn up/ turn away).
48. We were warned at the start not to let out work get into arrears (set out/outset).
49. **They** younger son wasted his father's wealth in a few years. (ran over/ran through).
50. I wanted to see the film, but the queue deterred me from going (put away/put off).

PART B

Read the following passage carefully and then answer the questions set out below:

Most modern political ideals such, for example, as justice, liberty, constitutional government, and respect for the law or at least the definitions of them began with the reflection of Greek thinkers upon the institutions of City State. But in the long history of political thought the meaning of such terms has been variously modified and always the meaning has to be understood in the light of the institutions by which the indicates were to be realized and of the society in which those institutions did their work. The Greek City States was so different from the political communities in which modern men live that it requires no small effort of the imagination to picture its social and political life. The Greek Philosophers were thinking of political practices far different from any that have prevailed commonly in modern world, and the whole climate of opinion in which the work was done was different. Their problems though not without their analogies in the preset, were never identical with modern problems, and the ethical apparatus by which political life was evaluated and criticized varied widely from and that now prevails. In order to understand at all accurately what their theories meant is necessary first to realize at least roughly what kind of institutions they had in view and what citizenship connected, as an effect and as an ideal to the public for whom they wrote. For this purpose the Government of Athens-is especially important, partly because it is the best known, but chiefly because it was an object of special concern to the greatest of Greek Philosophers.

As compared with modern states the ancient City-State was exceedingly small both in area and in population. The numbers were exceedingly uncertain but a figure somewhat in excess of three hundred thousand would be approximately correct. Such an arrangement of a small territory dominated by a single City was typical off the City State.

In each of the following cases, choose the alternative which in your opinion supports the views expressed in the above passage. Place a tick (right mark) against the correct answer –

51. Athens in significant for the students of Greek political thought mainly because –
 - (a) it was the most powerful of the Greek City States
 - (b) it's ideals had been carefully studied by the Greeks themselves
 - (c) it had the most ideal form of Government
 - (d) it is the best known of the Greek City-States
52. Greek political thought was concerned with problems
 - (a) entirely unrelated to
 - (b) identical withy
 - (c) different from Analogous but to
53. The moral and religious basis of Greek political idea is
 - (a) very similar to modern moral and religious ideas
 - (b) unknown
 - (c) very different from modern moral and religious ideas
54. It is
 - (a) easy
 - (b) not at all easy
 - (c) impossible
55. In comparison with the ancient Greek City States are
 - (a) very large
 - (b) very small
 - (c) about the same size
56. The population of an ancient Greek City States was
 - (a) much less than 300,000
 - (b) over 3 million
 - (c) just over 300,000
57. The City-State of Athens comparisons
 - (a) a small territory governed by a singly city
 - (b) a large territory governed by a number of cities
 - (c) a small territory with village councils
 - (d) a large territory with a decentralized administration
58. At different times in the history of the world people
 - (a) have thought in basically the same way
 - (b) have thought in different ways
 - (c) have contradicted the views of people of the previous generation
59. Details of political theory are derived from Greek Political thought
 - (a) because the Greek City States was very similar to modern states
 - (b) in spite of Greek City State being very different from modern States
 - (c) because modern political theorists are students of Greek Philosophy

60. The meaning of political ideal at a particular moment in European History since the time of the Greeks can be defined only be
 - (a) Relating it to its context
 - (b) Tracing it back to its original meaning among the Greeks
 - (c) Investigating the meaning of the Greek word for it
 - (d) Taking into account only those features in it which have persisted throughout its history.

61. Write sentences using each of the following words so as to bring out its meaning clearly:-

Arbitration, emoluments, etiquette, consolidates, hypothetical, retrospective, exigencies, evaluate, review, empower.

EITHER

62. Write a letter to the Head of an Educational Institute in an English speaking country, setting out the following information in an orderly manner :
 - (i) The equivalence of our examination certificate to the certificate specified in this letter cannot be determined as the examining authorities in Sri Lanka have not been consulted by the institution concerned in that country.
 - (ii) The G.C.E. (Ordinary Level) Credit Pass has been officially equated with an Ordinary Pass in London G.C.E. (Ordinary Level).
 - (iii) The receipt of the letter sent to the Commissioner of Examinations is acknowledged.
 - (iv) Any further information in this matter may be obtained from the Embassy of the Republic of Sri Lanka in that country.

63. Write a memorandum to the Secretary, Bureau of Standards marking out a case for the adoption of the 24 hours clock in this country stating the advantages of such a measure.

Appendix "B"

I. FIRST EFFICIENCY BAR EXAMINATION

- 1.1 The first Efficiency Bar Examination will consist of two parts and officers may take both parts at one sitting or separately.
- 1.2 The examination will be conducted in the following subjects.

PART I

- (i) Finance – This paper is based on the following:
 - (a) The Financial Regulations of the Government of Sri Lanka, Part I (Except Chapter X)
 - (b) The estimates of the current year
E.g. Their arrangement, the heads of revenue, financial systems and Appropriation Acts.
 - (c) Ordinances related to specific accounts maintained by the Kachcheries.

(ii) History and Geography of Sri Lanka.

PART II – SPECIAL PAPERS

- (i) Elementary Constitutional law and International Law
- (ii) Diplomatic Practice
- (iii) International Affairs
- (iv) The Sri Lanka Foreign Service Minute, Foreign Ministry Regulations and Computer Literacy.

1.3 Each of the above papers will be of a three hour duration and candidates are required to obtain 40% marks or above in each paper for a pass.

1.4 An officer will be permitted to sit each paper separately on any number of occasions and will be deemed to have passed the respective paper when he/she has obtained the qualifying marks in respect of each paper.

2. SECOND EFFICIENCY BAR EXAMINATION

2.1 The Second Efficiency Bar Examination will consist of two parts and the officers may take both parts at one sitting or separately.

2.2 The examination will be conducted in the following subjects.

PART I

- (i) Economic and Social Development in Sri Lanka
- (ii) Administration – This paper is based on the following:
 - (a) Office systems and organizational methods
 - (b) Establishments Code – Volume I and Volume II.

PART II – SPECIAL PAPERS

- (i) Elementary Constitutional Law and International Law
- (ii) Diplomatic practice
- (iii) International Affairs

2.3 Each of the above papers will be of a three hour duration and candidates are required to obtain 40% marks or above in each paper for a pass.

2.4 An officer will be permitted to sit for each paper separately on any number of occasions and will be deemed to have passed the respective paper when he/she has obtained the qualifying marks in respect of each paper.

Note:

- (i) Questions on Constitutional Law will be mainly on the evolution of the parliamentary System of government, with special reference to the Constitution of the Democratic Socialist Republic of Sri Lanka. Questions on International Law will include inter – state relations, both bilateral and multilateral and the rights and duties of States in relation to them, diplomatic law and the law of treaties.
- (ii) An officer who is an Attorney-at-Law or who has obtained a degree in Law from a recognized university will be exempted from the paper on Elementary Constitutional Law and International law provided he has secured a pass in those subjects at the relevant Examination.

3. FOREIGN LANGUAGES

3.1 Foreign Languages

- (i) Arabic
- (ii) French
- (iii) Russian
- (iv) Spanish
- (v) Hindi
- (vi) Chinese
- (vii) Germany
- (viii) Japanese
- (ix) English
- (x) Korean

3.2 Aforesaid each written question papers on foreign languages will be of two hours duration. Candidates are required to obtain 40% marks or above in each paper for a pass.

Note: the syllabi for aforesaid foreign languages have been published in the English part of this *Gazette* notification.

03-245

AMENDMENTS

MINISTRY OF EDUCATION

FOLLOWING amendments are made to the *Gazette* Notifications published in the *Gazette* dated 01.01.2016 and number 1948 for the recruitment of class III of the Sri Lanka Education Administrative Service.

General amendments in respect of service experience and Merit Base, Limited and Open examinations as follows :

- * Number of sittings of an applicant for the Merit, Limited and open examinations for the recruitment of SLEAS III under the previous service minute shall not be counted.
- * Degree should be obtained from a university recognized by the University Grants Commission or from an institution accepted as the degree awarding institute by the university Grants Commission.

- * All other qualifications should be completed by 01.02.2016.
- * Closing date for receiving applications is 11.04.2016.
- * Applicants who have already sent their applications before 01.02.2016 are not required to send their applications again.

In addition to the above amendments, the following amendments are also made in respect of,

The competitive examination for recruitment to Class III of the Sri Lanka Administrative Service on the basis of service experience and Merti.

06. *Age limit.* – Not more than fifty eight (58) of age on 01.02.2016.

Limited competitive examination for recruitment to Class III of the Sri Lanka Administrative Service (2015) :

01. (a) The sentence above the table has been removed.

02. (ii) This post is permanent and pensionable. (for those who are already in the government service).

06. *Age limit.* – Not more than fifty two years (52) of age on 01.02.2016.

09. III(b) Except Technological subject (15) in the Column of the qualifications for recruitment in table, "OR" is inserted in between the qualifications for recruitment.

09. III(b) In the table under 14 Aesthetic subject, Western Music and Drama and Theatre and from 15 Technological Subject, Bio Systems Technology and qualifications thereof shall be removed.

In the model application for the limited competitive examination, the paragraph 12 and the table under the said paragraph shall be removed.

Open Competitive Examination for recruitment to Class III of the Sri Lanka Education Administrative Service 2015(2016) :

The phrase 'from the following suitable officers' given in the first paragraph of the *Gazette* Notification shall be amended as 'from the following suitable applicants'.

01. (a) The phrase given above the table has been removed (with reference to the placement).

02. (ii) This post is permanent.

05. *Age limit.* – Not less than twenty two years (22) of age and not more than thirty two years (32) of age on 01.02.2016.

In the model application for the open competitive examination, the paragraph 08 and the table under the said paragraph shall be removed.

W. M. BANDUSENA,
Secretary,
Ministry of Education.

Ministry of Education,
Isurupaya,
Battaramulla,
01st March, 2016.

03-431