

ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ගැසට් පත්‍රය

The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,953 – 2016 පෙබරවාරි මස 05 වැනි සිකුරාදා – 2016.02.05
No. 1,953 – FRIDAY, FEBRUARY 05, 2016

(Published by Authority)

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	250	Examinations, Results of Examinations &c.	256

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 26th February, 2016 should reach Government Press on or before 12.00 noon on 12th February, 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 Any one 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

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars Marriages, Births and Deaths

KEGALLE DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th March, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
13th January, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Division and Post for which Applications are called</i>	<i>Address to which Applications must be sent</i>
Kegalle	Mawanela	Post of Registrar of Marriages (General/ Kandyan) in Koralatuna and Patha- bulathgama Division and Births and Deaths of Atulugam Korale West Division	District Secretary/Additional Registrar General, District Secretariat Kegalle.

02-15

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars Marriages, Births and Deaths

ANURADHAPURA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th March, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
13th January, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Anuradhapura	Thirappane	Post of Registrar of Marriages (General/ Kandyan) of Hurulu Palatha Division and Births and Deaths of Ulagalle South Division	District Secretary/Additional Registrar General, District Secretariat Anuradhapura.

02-16

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars Marriages, Births and Deaths

KALUTARA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th March, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
13th January, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Kalutara	Panadura	Post of Registrar of Marriages (General) in Kalutara and Panadura Totamuna Division and Births and Deaths of Gorakapola Division	District Secretary/Additional Registrar General, District Secretariat Kalutara.
Kalutara	Palinda Nuwara	Post of Registrar of Marriages (General) in Pasdun Koralaya East Division and Births and Deaths of Bellana Division	District Secretary/Additional Registrar General, District Secretariat Kalutara.

02-17

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars Marriages, Births and Deaths in Tamil Medium

JAFFNA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 04th March, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
18th January, 2016.

SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Division and Post for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Jaffna	Nallur	Post of Addl. Registrar of Marriages (General) of Nallur Divisional Secretary's Division (Tamil Medium)	The District Secretary/The Additional Registrar General, District Secretariat Jaffna.

02-110

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Muslim Marriages

ANURADHAPURA DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Muslim Marriages in the Divisions set out in the Schedule hereto.

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

02. Muslim males only can apply for these Posts.

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries.

07. Completed applications should be sent by registered post to the address given in the Schedule on or before 08th March, 2016.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
13th January, 2016.

SCHEDULE

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

02-14

MINISTRY OF WOMEN AND CHILD AFFAIRS

**Recruitment for the Post of Research Officer of Field/
Office Service Category I**

APPLICATIONS are called from qualified citizens for recruitment to the post of Research Officer of Field/Office Service Category I on the results of structural interview of the Ministry of Women and Child Affairs. Applications prepared as per the specimen appended at the end of this notice must be sent by registered post to the Secretary, Ministry of Women and Child Affairs, 05th Floor, Sethsiripaya Stage II, Battaramulla on or before the closing

date of application mentioned below. The text "Recruitment to the Post of Research Officer of the Ministry of Women and Child Affairs" should be clearly written on the top left hand corner of the envelope containing the application.

(a) Closing date of the application will be on 29.02.2016 and the late applications will be rejected.

Note.— Complaints made with regard to an application or a loss or delay of any correspondence could not be considered and the losses caused by delaying applications up to the closing date will have to be borne by the candidates.

01. *Method of Recruitment.*— Out of the candidates who are with the qualifications mentioned in the notice, vacancy will be filled on the highest marks scored by a candidate at a Structural Interview held by an interview board appointed by the Secretary, Ministry of Women and Child Affairs in accordance with the available number of vacancies. The structural interview will be held in accordance with the approved marking scheme of the Public Service Commission. (See Chapter 06).

02. *Terms of Engagement and Service Conditions :*

- (i) This post is permanent, pensionable and the selected candidates are liable to contribute to the Widows' and Orphans' Pension Scheme/Widowers' and Orphans' Pension Scheme.
- (ii) This appointment is subject to probationary period of three years. First Efficiency Bar Examination shall be passed within three years from the date of recruitment for the post of Research Officer Grade II.
- (iii) In accordance with Public Administration Circular No. 01/2014 dated 21.01.2014 all officers appointed must achieve other state languages efficiency within five years of appointed to state service in addition to state language of recruited to Public Service and officers recruitment other than an official language must achieve 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, Financial Regulations of the Government and other Departmental Orders.

03. *Required Qualifications :*

3.1 *Educational and Other Qualifications :*

- * Should have obtained a special degree for Sociology, Economics or Statistics from a university recognized by the University Grants Commission and should have possessed a Post Graduate Degree for relevant subject field.
- * Should have conducted Post Graduate level researches relevant to the subjects like Sociology and Psychology.

3.2 *Experience :*

Should have at least 02 year experiences on researches and providing data.

3.3 *Physical Qualifications :*

Every candidate should be physical and mental order to serve in any part of the Island and to discharge duties and functions of the post.

3.4 *Other Qualifications :*

- * Should be a citizen of Sri Lanka,
- * Applicants should have excellent moral character.
- * Applicants should have fulfilled all required qualifications in every respect by the date stated in the notice.

04. *Age limit.*— Applicants should not be less than twenty one (21) years and not more than Thirty five (35) years of age as at the closing date of applications.

05. *Salary Scale.*— The monthly salary scale of Rs. 17,680 -10x320 -11x365 -15x450 - Rs. 31,645 is entitled to this post. (MN 6-2006- A salary group is P. A. C. No. 6/2006(IV) dated 24.08.2007).

06. The following marking scheme is based for the structured interview :

<i>Subject</i>	<i>Maximum marks</i>
01. Additional educational qualifications	30
02. Language Proficiency	15
03. Additional experiences	20
04. Other Qualifications	20
* Conduction of other researches relevant to the field except the research for Post Graduate Degree	
* Presenting field research papers and reports relevant to the post	
05. Computer literacy	10
06. Skills at the interview	05
Total	100

07. *Identity of the Candidates.*— Applicants who have fulfilled all required qualifications in every respect will only be summoned for the structural interview. In order to confirm the identity at the interview following identity cards will be accepted :

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

08. *Forwarding Applications :*

- (i) A specimen application is given at the end of this notice. Application should be prepared by including from 01 to 08 in the first page and the rest is in the other pages and it should be filled by the candidate's own legible hand writing. Duly certified copies of the certificate should be enclosed with the application. Originals and duly certified copies of the certificates should be produced at the interview.
- (ii) Signature of the candidate should be attested by a Principal of a Government School/Justice of the Peace/Commissioner of Oaths/Attorney-at-law/Notary

Public/ Commissioned Officer in the Armed Forces or an officer holding a permanent post in Government is not than monthly salary of Rs. 22,935.

(iii) Applicants who are already in Public Service or local government service should forward their application through their Heads of respective Departments.

(iv) Applications not comply with the specimen attached hereto will be rejected. Any complaint with regard to the loss or delay of applications will not be accepted.

09. *Furnishing false Information.*– If it is found that the information furnished by the candidate are false or wrong prior to recruitment, his candidature will be cancelled. Any of such false or wrong information revealed after the recruitment action will be taken to dismiss from the service subject to the relevant cause of action.

10. In the event of any inconsistency between the Sinhala, Tamil and English texts of this notice, the Sinhala text shall be accepted.

11. Secretary of Ministry of Women and Child Affairs reserves the right to fill or not to fill the vacancies.

Secretary,
Ministry of Women and Child Affairs.

Ministry of Women and Child Affairs,
05th Floor, Sethsripaya Stage II,
Battaramulla,
On the day of 2016.

SPECIMEN APPLICATION

(For office use only)

MINISTRY OF WOMEN AND CHILD AFFAIRS

RECRUITMENT FOR THE POST OF RESEARCH OFFICER OF FIELD/OFFICE
SERVICE CATEGORY I

01. Name of the Applicant :

- (i) Name of following initials (in English block letters) :_____.
- (ii) Name in full (in English block letters) :_____.
- (iii) Name in full (Sinhala/Tamil) :_____.

02. Address and Telephone No. :

- (i) Official Address :_____.
Telephone No. :_____.
- (ii) Private Address :_____.
Telephone No. :_____.
Mobile No. :_____.

03. Date of Birth :

Year :_____, Month :_____, Date :_____.

04. Age as at the closing date of applications :

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

05. NIC No. :_____.

06. Sex :_____.

07. Civil status :_____.

08. Educational qualifications :

- (i) Special degree :_____.
- (ii) University :_____.
- (iii) Effective date of the degree :_____.
- (iv) Medium :_____.
- (i) Post Graduate degree :_____.
- (ii) University :_____.
- (iii) Effective date of the degree :_____.
- (iv) Medium :_____.

09. Research topic conducted in Post Graduate level :_____.

10. Details of the experience :

<i>Institution</i>	<i>Designation</i>	<i>Period of Service</i>

11. Proficiency in Computer Literacy :

- (i) Degree :_____.
- (ii) Diploma :_____.
- (iii) Certificate Course :_____.

12. English language proficiency :

- (i) Degree :_____.
- (ii) Diploma :_____.
- (iii) Certificate Course :_____.

13. Have you ever been convicted in a Court of Law for any offence ?

Yes ☐ No ☐

14.1 If yes, give details :_____.

14. Certificate of the Applicant :

I, hereby certify that the particulars furnished in this application are true and correct. I shall not subsequently change any of the particulars mentioned here. I am also aware that if any particulars contained here in are found to be false or incorrect before selection the application will be cancelled and if so found after selection I am liable to be dismissed without any compensation subject to the relevant cause of action.

_____,
Signature of the applicant.

Date :_____.

15. Attestation of the signature of the applicant :

I do hereby certify that Mr./Mrs./Miss of who submit this application is personally known to me and he/she placed his/her signature in my presence on 2016.

_____,
Signature of the Officer Attesting.

Name of the attester : _____.

Designation : _____.

Address : _____.

Date : _____.

16. Certificate of the Head of the Department/Information :
(Only for those who are already in the Public Service)

I hereby certify that the applicant Mr./Mrs./Miss is serving in this Ministry/Department/Institution as a His/her work and conduct are satisfactory and that he/she has not been subject to any disciplinary action and that he/she can be released/cannot be released from service if selected for the post.

_____,
Signature of the Head of Department and
official frank.

Date : _____.

02-195

Examinations, Results of Examinations & c.

FIRST EFFICIENCY BAR EXAMINATION FOR OFFICERS IN SRI LANKA ADMINISTRATIVE SERVICE, SRI LANKA ENGINEERING SERVICE, SRI LANKA SCIENTIFIC SERVICE AND SRI LANKA ARCHITECTS' SERVICE SPECIAL ENGLISH LANGUAGE TEST FOR OFFICERS IN SRI LANKA ADMINISTRATIVE SERVICE AND THE SECOND LANGUAGE TEST FOR OFFICERS IN ALL THE SERVICES - 2015 (II)

IT is hereby notified that First Efficiency Bar Examination for the officers in Sri Lanka Administrative Service, Sri Lanka Engineering Service, Sri Lanka Scientific Service and Sri Lanka Architects' Service Special, English Language Test for officers in Sri Lanka Administrative Service and the Second Language test for the officers in all the Services 2015(II), shall be held in Colombo during weekends from 05th March 2016 to 19th March 2016, by the Director General, Sri Lanka Institute of Development Administration, under the supervision and direction of Ministry of Public Administration, Provincial Councils, Local Government and Democratic Governance.

02. Efficiency Bar Examinations and Second Language Tests which are due to be held in respect of the above services shall be as follows:

Serial No.	Name of the Examination	Code
1.	1st Efficiency Bar Examination for officers in Sri Lanka Administrative Service	SLAS 1
2.	1st Efficiency Bar Examination for officers in Sri Lanka Engineering Service	SLES
3.	1st Efficiency Bar Examination for officers in Sri Lanka Scientific Service	SLSS
4.	1st Efficiency Bar Examination for officers in Sri Lanka Architects' Service	SLArS
5.	Second Language Test for officers in all the Services	T
6.	Special English Language Test for officers Sri Lanka Administrative Service	E
7.	Other services under which the applications can be made for the above examination	Other

Note.— The test mentioned under 5 and 6 above shall strictly be conducted twice on the approval of the Public Service Commission. Since one test has already been conducted this second test shall be conducted only for this occasion.

03. Officers may appear separately for each subject and at different occasions at their discretion. However, it is compulsory to pass the Efficiency Bar Examinations within the prescribed period.

04. This examination shall be conducted by the Director General of Sri Lanka Institute of Development Administration and the candidates shall be bound by the rules and regulations imposed by him with regard to the conducting the examination. Candidates shall be subjected to any punishment imposed by Disciplinary Authority for violation of these rules and regulations.

05. Applications for the examination can strictly be made online through www.slida.lk, the official web site of the Sri Lanka Institute of Development Administration. It is possible to commence the filling of application by selecting the relevant examination from the sub menu “Apply Online” at the right side of website's main page.

Filling of applications is strictly allowed during the period from 8.00 a.m. on 05th February 2016 up to 12.00 midnight on 19th February 2016.

06. *Examination Fees* .– The candidates appearing for the examination for the first time need not to pay the examination fees. At such occasions where a candidate, who has made application, has not sat for the examination even after issuing an admission by Sri Lanka Institute of Development Administration that should be considered as a sitting for the examination.

For subsequent sittings, officers shall pay the examination fee in the following manner.

Rs. 1,000 shall be paid if it is applied for more than one subject of the First Efficiency Bar Examination and Second Language Test for officers in all the services. Rs. 500 shall be paid if it is applied only for one subject of the First Efficiency Bar Examination and Second Language Test.

Rs. 1,000 shall be paid if the officers in Sri Lanka Administrative Service are sitting for one subject or more than one subject of the First Efficiency Bar Examination and Second Language Test whilst sitting for the Special English Test for officers in Sri Lanka Administrative Service.

Examination fee shall be paid by any post office all over the Island (except sub post offices) to be credited to the “SLIDA” account and the number of the receipt issued shall be indicated in the relevant cages of the application. When filling the application for inland telegraphic money order (format 85) for payment of money to “SLIDA” account, “SLIDA” should be mentioned as the recipient. In the meantime, the code name of the relevant examination shall be indicated at the place for the recipient's address. (The code names should be as mentioned in section 02).

Further, when crediting money to the account, the application shall be filled including the name of the applicant as the remitter and the N.I.C. Number of the applicant at the space for the address of the remitter.

07. Getting Admissions for the First Efficiency Bar Examination for Sri Lanka Administrative Service, Sri Lanka Engineering Service, Sri Lanka Scientific Service and Sri Lanka Architects' Service and the Second Language test for all the Services and Special English Test for the officers in Sri Lanka Administrative Service.–

When the applications filled online is submitted, the candidate will be issued a confirmation number and the candidate shall keep it for further inquiries. Candidates will be able to get their admission card of the examination by way of following the instructions indicated in the web page to which the candidate shall have the access once the application duly perfected is sent online. The candidate shall get a printed copy of the admission card and get his signature certified by the respective Head of the Department or a deputy officer authorized by the Head for the purpose. The admission card certified in this manner should be submitted to the Supervisor of the examination. A copy of admission card certified as for that manner shall be submitted to the Head of the Department for the purpose of attaching to the personal file of the candidates.

Note.– The private address, place of work and the official address shall be clearly included when filling the application online.

08. Any clarification regarding the process for submitting applications can be obtained through the Telephone Number 011 - 5980236 of Sri Lanka Institute of Development Administration. Communication can be made through this line from 8.30 a.m up to 4.15 p.m. during working days of the week from 05th February 2016 up to 19th February 2016.

09. Head of Departments should grant duty leave for the officers who possess admissions enabling them to sit for the examination. If it is required to get their candidature confirmed, it can be done through the Telephone Number 011-5980236. Candidates shall not be paid traveling expenses for appearing for the examination.

10. *Identity of Candidates.*– Candidates shall be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose, one of the following documents should be submitted to the supervisor.

- (i) The National Identity Card issued by the Department of Registration of Persons.
- (ii) A valid Passport.

The candidature of those who fail to produce any of the above-mentioned documents may be cancelled at the discretion of the Director General of Sri Lanka Institute of Development Administration.

11. The examination will be held in Sinhala, Tamil and English media. If it is found that a candidate has appeared for the examination in a language medium that he/she is not entitled to, the candidature of such applicant shall be cancelled. A candidate shall not be permitted to change the language medium indicated in the application form.

12. *Scheme of Examination.* – Subjects and the syllabus of each Efficiency Bar Examination are as follows. Duration of each question paper is three (03 hours). At least forty (40) marks shall be obtained for each subject by a candidate to pass this Efficiency Bar Examination.

12.1 1st Efficiency Bar Examination for officers in Sri Lanka Administrative Service (Appendix "G" of Sri Lanka Administrative Service Minute published in the *Gazette Extraordinary* dated 23.12.2013)

The subjects of the 1st Efficiency Bar Examination are given below :

Serial Number	Subjects		Duration	Subject Number
01	Law	Constitutional Law and Administrative Law	03 hours	01-I
		The Legal Systems of Sri Lanka	03 hours	01-II
		Criminal Law Evidence Law	03 hours	01-III
02	Administration		03 hours	02-I
03	Economics and Sociology		03 hours	03
04	Financial management and procurement procedure in the Public Sector		03 hours	04

12.1.1 Law (100 marks)

Three question papers based on the following :

**First (I) question paper –
Constitutional Law and Administrative Law (Subject No. 01-I)**

- (i) The structure of the Constitution of Sri Lanka and the Republic Constitution of 1978 with the historical development.
- (ii) The Executive, President of the Republic, Prime Minister, Cabinet of Ministers and Public Service.
- (iii) Administration of Justice.
- (iv) Judicial control over Administration.
- (v) Directive Principles of the State Policy and Fundamental Duties.
- (vi) Delegated Legislation.
- (vii) Liability of the State and the Public Authorities.
- (viii) Fundamental Rights.

**Second (II) question paper -
The Legal Systems in Sri Lanka (Subject No. 01-II)**

- (i) Administration of Justice
- (ii) The Legal History of Sri Lanka
- (iii) The Organization of the Courts
- (iv) The Courts Ordinance (Chapter 6)
- (v) Administration of Justice Act No. 44 of 1971

**Third (III) question paper -
Criminal Law and Evidence Law (Subject No. 01-III)**

- (i) The Penal Code
- (ii) The Evidence Ordinance.

A candidate shall be required to obtain 35% of marks for each subject and an average of 40% of the total marks allocated for the 03 subjects to pass the subject of law.

12.1.2. **Administration (Subject No. 02-I -100 marks)**

A question paper based on the following:

- (i) Office and field organization and methods of organization ;
- (ii) Following chapters of the Establishment Code
Chapters I, II, III, V, VI, VII, IX, XI, XXIII, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XLVII and XLVIII), Procedural Rules of the Public Service Commission.

12.1.3. Economics and Sociology (Subject No. 03- 100 marks)

This question paper consists of two parts.

First (I) part - Economics

- (i) Principles of Economics with special reference to the theories of Value, Production and Distribution;
- (ii) Money, Production and Distribution ;
- (iii) Economic background of Sri Lanka and policies, strategies and programmes relevant to economic development with special reference to the Economic Structure of Sri Lanka.

Second (II) part – Sociology

- (i) Social Structure, Organization and Functions;
- (ii) Human Relationships and Groupings;
- (iii) Kinship, Marriage and the Family;
- (iv) Rural and Urban Society;
- (v) Social Stratification and Differentiations;
- (vi) Social Control;
- (vii) Culture, Religion, Morals and Values.

A candidate shall be required to obtain at least twenty (20) marks for each part to pass the subject of Economic and Sociology.

12.1.4. **Financial management and procurement procedure in the public sector (Subject No. 04-100 marks)**

A question paper based on the following :

- (i) Fiscal Governance in Sri Lanka;
 - * Constitutional Provisions Relating to Public Financial Management
 - * Parliamentary Control over Public Finance
 - * Meaning of Fund
 - * Consolidated Fund and its operation
 - * Object and Methods of Appropriation
 - * Contingencies Fund
 - * Other Funds and their Operation
 - * Government Revenue
 - * Powers and Functions of the Minister of Finance
 - * Powers and Functions of the Treasury
 - * Warrants and Imprest Authority
 - * Auditor General, his Powers and Functions
 - * Committee on Public Accounts
 - * Committee on Public Enterprises
- (ii) Appointment of Accounting Officers, Chief Accounting Officers and Revenue Accounting Officers and their Powers and Function
- (iii) Internal Audit
- (iv) Public Expenditure Planning and Management;
 - * Identification of Organizational Objectives and Functions
 - * Identification of Government Policies, Goals, Targets and Programmes
 - * Planning and Appraisal of Development Projects and Programmes and Prioritization of them
 - * Formulation and Finalization of Annual Estimates of Revenue and Expenditure
- (v) Making changes of Approved Estimates
 - * Implementation of Virement Procedure
 - * Management of Public Sector Cadres and Salaries
 - * Total Cost Estimates and Revisions
 - * Supplementary Estimates
- (vi) Losses and waivers of government properties

- (vii) Miscellaneous Accounting Matters
- (viii) Delegation of Functions for Financial Control
- (ix) Custody of Public Money and Bank Accounts Procedure
- (x) Government Procurement Process,
 - * Government Procurement Procedure
 - * Government Procurement Guidelines

- 12.2 First Efficiency Bar Examination for the officers in Sri Lanka Engineering Service (Schedule "iii" of Sri Lanka Engineering Service Minute, published in the *Gazette* Extraordinary dated 11.11.2013)

Subjects of the First Efficiency Bar Examination are as follows :

Serial No.	Subjects	Duration	Subject No.
01	Administration	03 hours	02-II
02	Financial Systems	03 hours	05-I
03	Department/establishment methodologies	Since this examination is conducted by the Head of the Institution, particulars in this regard are not published in this notification.	

The minimum marks required to pass each subject is 40.

12.2.1 Administration (Subject No. 02-II -100 marks)

A question paper prepared in relation to the functions of Engineering Service based on Volume I of the Establishments Code published in 1985 and all the chapters in Volume II of the Establishments Code published in 1999 and the Procedural Rules of Public Service Commission (subjected to timely revisions).

12.2.2 Financial Systems (Subjects No. 05-I - 100 marks)

A question paper prepared in relation to the functions of Engineering Service based on all the chapters in Financial Regulations published in 1992 except Chapter IX and X and criteria for national procurement guidelines (subjected to timely revisions)

- 12.3 First Efficiency Bar Examination for the officers in Sri Lanka Scientific Service (Appendix 4 of Sri Lanka Scientific Service Minute, published in the *Gazette* Extraordinary No. 1877/27 dated 28.08.2014)

First Efficiency Bar Examination for the officers in Sri Lanka Architects' Service (Appendix 4 of Sri Lanka Architects' Service Minute, published in the *Gazette* Extraordinary No. 1877/28 dated 28.08.2014)

Subjects of these examinations are as follows :

Subject	Duration	Subject Number
Financial Systems	03 hours	05-II
Administration	03 hours	02-III
Departmental regulations	Since this examination is conducted by the Head of the Institution, particulars in this regard are not published in this notification.	

12.3.1 Financial Systems : (Subject No. 05-II - 100 marks)

A question paper based on following.

- (i) Fiscal Governance in Sri Lanka ;
 - * Constitutional Provisions relating to Public Financial Management
 - * Parliamentary Control over Public Finance
 - * Meaning of Fund
 - * Consolidated Fund and its operation
 - * Object and methods of appropriation
 - * Contingencies Fund
 - * Other funds and their operation
 - * Government Revenue
 - * Powers and Functions of the Minister of Finance

- * Powers and Functions of the Treasury
- * Warrants and Imprest Authority
- * Auditor General, his powers and functions
- * Committee on Public Accounts
- * Committee on Public Enterprises

(ii) Appointment of Accounting Officer, Chief Accounting Officers and Revenue Accounting Officers and their Powers and Function.

(iii) Internal Audit.

(iv) Public Expenditure Planning and Management.

- * Identification of Organizational Objectives and Functions
- * Identification of Government Policies, Goals, Targets and Programmes
- * Planning and Appraisal of Development Projects and Programmes and Prioritization of them
- * Formulation and Finalization of Annual Estimates of Revenue and Expenditure

(v) Making changes of Approved Estimates

- * Implementation of Virement Procedure
- * Management of Public Sector Cadres and Salaries
- * Total Cost Estimates and Revisions
- * Supplementary Estimates

(vi) Losses and waivers of government properties

(vii) Miscellaneous accounting matters

(viii) Delegation of functions for financial management

(ix) Custody of public money and Bank Accounts Procedure

(x) Government Procurement process

- * Government Procurement Procedure
- * Government Procurement Guidelines

Note.– The candidates shall be required to obtain at least 40% marks for the subject.

12.3.2 Administration : (Subject No. 02-III -100 marks)

A question paper based on the following.

(i) Following chapters of the Establishment Code.

Chapters I, II, III, V, VI, VII, IX, XI, XXIII, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XLVII and XLVIII), Procedural rules of Public Service Commission.

(ii) Procedural Rules of Public Service Commission published in the *Gazette Extraordinary* No. 1589/30 dated 20.02.2009.

Note.– The candidate shall be required to obtain at least 40% of marks for the subject.

12.4 Second Language Test for all services :

This examination consists of two parts as written test and oral test. Only the candidates who pass the written test shall be called for the oral test corresponding to the relevant subject. A candidate shall be required to obtain at least 40% marks to pass the written examination. The subjects of the written test are as follows.

<i>Subject</i>	<i>Duration</i>	<i>Subject Number</i>
Second Language Test - Sinhala	02 hours	06
Second Language Test - Tamil	02 hours	07
Second Language Test - English	02 hours	08

Note.– The second language in respect of an officer who becomes eligible to be appointed in Sinhala medium shall be Tamil Language. The second language in respect of an officer who becomes eligible to be appointed in Tamil Medium shall be Sinhala Language. In the meantime, an officer who becomes eligible to be appointed in English Language is required to pass Sinhala & Tamil Language Tests.

12.5 Special English Language test for officers in Sri Lanka Administrative Service (Subject No. -09) :

The syllabus for this subject shall be as follows :

(i) *LISTENING AND SPEAKING SKILLS*

The candidate should possess the ability to function effectively in the following Language functions.

- General Greetings and Introductions
- Giving and Getting information
- Advising, Suggesting and Expressing Opinions
- Describing Events and Situations
- Telephone skills
- Interviewing skills
- Meeting
- Listening and Note Taking skills

(ii) *ENGLISH GRAMMAR*

A suitable level of proficiency on the following forms of grammar in the Spoken and the Written language is expected from the candidate.

- Tense and Number
- Sentences (Simple/Compound/Complex/Compound Complex)
- Relative Clauses
- Reported Speech
- Adjectives and Adverbs
- Determiners
- Prepositions

(iii) *WRITING SKILLS*

The knowledge on the modern formats and styles of writing is tested in this area of study

- Internal modes of Communication
- Formal correspondence skills
- Writing Descriptions/Explanations
- Summary writing skills
- Report Writing skills
- Meeting Minutes/ Agendas/Invitations
- Comprehension

(iv) *READING SKILLS*

Candidate's ability to comprehend a printed text, infer meaning and verbal/ written interpretation is expected.

- Reading and understanding the specific and general meaning of a printed text;
- Reading and Interpretation (verbal/written).
- Understanding the cohesion and coherence of a passage.

Note : A candidate shall be required to obtain at least of 40% marks for this subject.

13. The time table of the examination is as follows :

Serial No.	Name of the Examination	Subject	Subject No.	Date	Time
01	1 st Efficiency Bar Examination for Officers in Sri Lanka Administrative Service	Constitutional Law and Administrative Law	01 -I	05.03. 2016	9.00 a. m. -12.00 p. m.
		Legal Systems of Sri Lanka	01-II	06.03. 2016	9.00 a. m. -12.00 p. m.
		Criminal Law and Evidence Law	01-III	12.03. 2016	9.00 a. m. -12.00 p. m.
		Administration	02-I	05.03. 2016	01.00 p. m. - 04.00 p. m.
		Economics and Sociology	03	06.03. 2016	01.00 p. m. - 04.00 p.m.
		Financial management in the public sector and procurement process	04	13.03. 2016	09.00 a. m. - 12.00 p. m.

Serial No.	Name of the Examination	Subject	Subject No.	Date	Time
02	1 st Efficiency Bar Examination for Officers in Sri Lanka Engineering Service	Financial Systems	05-I	05.03. 2016	09.00 a. m. - 12.00 p. m.
		Administration	02-II	05.03. 2016	01.00 p. m. - 04.00 p.m.
03	1 st Efficiency Bar Examination for Officers in Sri Lanka Scientific Service	Financial Systems	05-II	12.03. 2016	09.00 a. m. - 12.00 p. m.
		Administration	02-III	12.03. 2016	01.00 p. m. - 04.00 p.m.
04	1 st Efficiency Bar Examination for Officers in Sri Lanka Architects' Service	Financial Systems	05-II	12.03. 2016	09.00 a. m. - 12.00 p. m.
		Administration	02-III	12.03. 2016	01.00 p. m. - 04.00 p.m.
05	Second Language Test for officers in all the services	Second Language Test - Sinhala	06	19.03.2016	09.00 a. m. - 11.00 a. m.
		Second Language Test - Tamil	07	19.03.2016	11.15a. m. - 01.15 p. m.
		Second Language Test - English	08	19.03.2016	02.00 p. m. - 04.00 p. m.
06	English Language Special Test for officers in Sri Lanka Administrative Service	English	09	12.03.2016	1.00 p. m. - 04.00 p. m.

14. 14.1 Exemptions from the requirement of passing the subjects of the Efficiency Bar Examination and Second Language Test shall be made in the following manner.

Examination	Subject	Qualifications required to be exempted
1 st Efficiency Bar Examination for Officers in Sri Lanka Administrative Service	Law	Should be a Barister, Advocate in a Supreme Court, A Graduate in Law from a university accepted by University Grants Commission
Second Language Test	Second Language Test - Sinhala } Second Language Test - Tamil }	(i) Should have passed the first language or second language at G.CE. (O/L). (ii) Should have successfully completed a basic or higher language course of the Department of Official Languages. (iii) Should have successfully completed a language course of Department of Official Languages at preliminary or higher level. (iv) Should have passed the optional Sinhala or Tamil subject at G.C.E. (O/L)
	Second Language Test - English	Should have obtained an ordinary pass or above for English language at G. C. E. (O/L)

Note: 1. Officers who have been recruited on or after 02.01.2012 are not required to sit for the Second Language Test mentioned in this Examination Notification in order to acquire proficiency in other official language according to the provisions of their letters of appointment, but they should acquire the proficiency in other official language as per the provisions of Public Administration Circular No. 01/2014.

2. The exemption for Sociology or Economics in the First Efficiency Bar shall be made applicable to the officers of Sri Lanka Administrative Service recruited from 01.07.2012 to 23.12.2013 under the Service Minute No. 1419/3 dated 14.11.2005.

14.2 Even though as per the interim provisions 1.5(b) of Sri Lanka Administrative Service Minute, the officers were required to pass the Efficiency Bar Examination under the provisions of previous service minutes before the effective date of (01.07.2012) of the above service minute, the officers who are unable to pass the same as at 31.12.2014 should complete the Efficiency Bar Examination by passing the subjects of the Efficiency Bar Examinations held under the existing service minute which are conforming to the subjects of each Efficiency Bar Examination as per the existed service minute. Corresponding subjects are given in the following table.

Service Minute No. 1419/3 dated 14th of November 2005	The New Service Minute dated 23.12.2013
Administration First (I) Efficiency Bar Examination	Administration First (I) Efficiency Bar Examination
Financial Management in the Public Sector Second (II) Efficiency Bar Examination	Public Sector Financial Management and Procurement process First (I) Efficiency Bar Examination
(a) Economics or (b) Sociology First (I) Efficiency Bar Examination	Economics and Sociology First (I) Efficiency Bar Examination
Law First (I) Efficiency Bar Examination	Law First (I) Efficiency Bar Examination
English First (I) Efficiency Bar Examination	Link Language (English) Proficiency Second (II) Efficiency Bar Examination/English Language Special Test

15. *Issuance of results:* The results of all the candidates who have applied/ sat for this examination shall be published in the web site of the Ministry of Public Administration and Management. Publishing of the results in the website of the Ministry shall be considered as an issuance of results to the candidates, according to the Circular Number SP/SB/1/13 and dated 13th October 2009 of Secretary to H. E. the President on the e-documents and e-Communication. Accordingly, Heads of the Departments shall include the relevant copies of the results sheets of the examination published in the website of the Ministry to the personal files of the officers. It is not allowed to re-scrutinize the results of the examination.

16. Any matter not referred to herein will be decided by Secretary to the Ministry of Public Administration and Management.

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

J. DADALLAGE,
Secretary,
Ministry of Public Administration and Management.

Ministry of Public Administration and Management,
Independence Square,
Colombo 07,
22nd January, 2016.

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

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

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

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

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

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

***Annual Subscription Rates and Postage**

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

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

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

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

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

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

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

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

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

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

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
	2016					
FEBRUARY	05.02.2016	Friday	—	22.01.2016	Friday	12 noon
	12.02.2016	Friday	—	29.01.2016	Friday	12 noon
	19.02.2016	Friday	—	05.02.2016	Friday	12 noon
	26.02.2016	Friday	—	12.02.2016	Friday	12 noon
MARCH	04.03.2016	Friday	—	19.02.2016	Friday	12 noon
	11.03.2016	Friday	—	26.02.2016	Friday	12 noon
	18.03.2016	Friday	—	04.03.2016	Friday	12 noon
	24.03.2016	Thursday	—	11.03.2016	Friday	12 noon
APRIL	01.04.2016	Friday	—	18.03.2016	Friday	12 noon
	08.04.2016	Friday	—	24.03.2016	Thursday	12 noon
	15.04.2016	Friday	—	01.04.2016	Friday	12 noon
	22.04.2016	Friday	—	08.04.2016	Friday	12 noon
	29.04.2016	Friday	—	15.04.2016	Friday	12 noon

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

Department of Government Printing,
Colombo 08,
01st January, 2016.