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The Gazette of the Democratic Socialist Republic of Sri Lanka

EXTRAORDINARY

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PART I : SECTION (I) — GENERAL

Government Notifications

MINUTE OF THE SRI LANKA SURVEYORS' SERVICE

THE following minute will replace the minute of Sri Lanka Surveyors' Service published in *Extraordinary Gazette of the Democratic Socialist Republic of Sri Lanka* No. 651/8 of 27th February, 1991.

By Order of the Public Service Commission,

Secretary.

20th January, 2006.

The Minute of the Sri Lanka Surveyors' Service

1. The provisions of this minute will come into force with effect from 01st August, 2005 without prejudice to those steps taken or deemed to have been taken under the provisions of Sri Lanka Surveyors' Service minute published in *Extraordinary Gazette of the Democratic Socialist Republic of Sri Lanka* No. 651/8 of 27th February, 1991 or to those provisions of the amendments effected to the said minute from time to time.

2. *Definition.*— For the purpose of this minute “Gazette” means the *Gazette of the Democratic Socialist Republic of Sri Lanka*.

“Minute” means the minute of Sri Lanka Surveyors' Service.

“Specified date” means the date on which this minute comes into force.

“Public Service Commission or P.S.C.” means the Public Service Commission appointed under the provisions of Section 54 of the Constitution of the Democratic Socialist Republic of Sri Lanka.

“Secretary” means the Secretary to the Ministry to which the subject of Survey Department belongs.

“Service” means Sri Lanka Surveyors' Service.

3. Sri Lanka Surveyors' Service will consist of state officers appointed to any of the following Classes or Grades of that service in any of the Departments specified in Appendix (C) of this minute.

- (i) Selection Class ;
- (ii) Class I ;
- (iii) Class II/Grade I ;
- (iv) Class II/Grade II.

4. *Designation cadre and Class :*

<i>Designation</i>	<i>Cadre</i>	<i>Class/Grade</i>
(i) Surveyor General	01	Selection Class
(ii) Additional Surveyor General	02	Selection Class
(iii) Senior Deputy Surveyor General	05	Class I
(iv) Deputy Surveyor General / Provincial Surveyor General	13	Class I
(v) Senior Superintendent of Surveys	49	Class I
(vi) Superintendent of Surveys	139	Class II/I
(vii) Assistant Superintendent of Surveys / Surveyor	850	Class II/II

Note.— The designation “Assistant Superintendent of Surveys” can be retained by any of the present officers of that post personal to him if he wishes to do so. Yet the new minute provides that the designation of Class II/II shall be “Surveyor”.

5. *Salary Scale :*

<i>Class</i>	<i>Salary Group</i>	<i>Salary Scale</i>
(i) Selection Class	TB 8 - 1	Rs. 345,600 – 8 x 12,360 – Rs. 444,480
(ii) Class I	TB 7 - 1	Rs. 276,540 – 10 x 11,880 – Rs. 395,340
(iii) Class II/I	TB 6 - 1	Rs. 214,980 – 2 x 7,740 – 5 x 8,580 – Rs. 273,360
(iv) Class II/II	TB 5 - 1-2	Rs. 157,500 – 10 x 3,780 – Rs. 214,200

6. *Scheme of recruitment :*

Appointment to Class II/II.— Recruitments to fill the vacancies existing in Class II Grade II of Surveyors’ will be made by Public Service Commission from amongst the Apprentice Surveyors of Survey Department who satisfy the following qualifications.

- Surveying Science degree or Physical Science degree (with Mathematics as a subject) obtained from a University or Institute recognized by University Grant Commission ; and
- Surveying Science graduates should have completed 4 years of satisfactory Service in the capacity of an Apprentice Surveyor in Survey Department with 6 months training in departmental affairs. or
- Physical Science graduates should have a degree in Surveying Science and have completed 6 years of satisfactory Service in the capacity of Apprentice Surveyor.

6.1 The scheme of recruitment for the post of Apprentice Surveyor, a post outside the Surveyors’ Service is given in Appendix A.

7. *Absorption.*— Class II/II and II/I will be considered as one combined cadre.

7.1 The Surveyors belonging to Classes, III/I, III/II, III/III will be absorbed to Class II/II in the following manner.

- The Surveying Science graduates with 3 years Service will be absorbed to Class II/II.
- Physical Science graduates with an Advanced Diploma in Surveying Science and 5 years of service will be absorbed to Class II/II.
- The Surveyors belonging to Classes III/I, III/II and III/III of the existing service and have passed the Junior Professional Examination in due course of time and have completed 15 years of service will be absorbed to Class II/II on supernumerary basis.
- The Surveyors who do not comply with the requirements stipulated in 7.1 (i) above will be kept in the same Class/Grade of the existing service until such time they qualified themselves for absorption. But those officers who have completed over 20 years of service will be absorbed to Class II/II, as personal to them on supernumerary basis, irrespective of the fact that they have not passed their Junior Professional Examination.
- The Surveyors who do not qualify to be promoted to Class II/II under any of the above schemes, will remain in their Present Class/Grade until such time that they qualify for absorption.

7.2 Assistant Superintendent of Surveys/Surveyors belonging to Class II/II of the existing Service who have completed 10 years of Service with 5 years of satisfactory service immediately preceding date of promotion and satisfy the requirements for promotion in terms of existing minute will be absorbed to Class II/II.

7.3 Assistant Superintendent of Surveys/Surveyors belonging to Class II/II, who have not passed their 2nd Efficiency Bar Examination at the time they complete 10 years of service in that Class but have completed 5 years of satisfactory service during the period immediately preceding the date of absorption will be absorbed to the Class II/I without prejudice to seniority of other Assistant Superintendent of Surveys and without any further claim to be promoted to Class I. This concession is applicable only to those officers who serve in the capacity of Assistant Superintendent of Surveys / Surveyors as on 01.08.2005, the date on which the new minute comes into force.

7.4 Superintendent of Surveys will be absorbed to the post of Senior Superintendent of Surveys in Class I.

7.5 Deputy Surveyor General will be absorbed to the post of Deputy Surveyor General / Provincial Surveyor General in Class I.

7.6 Senior Deputy Surveyor General will be absorbed to the post of Senior Deputy Surveyor General in Class I.

7.7 Additional Surveyor General will be absorbed to the post of Additional Surveyor General in Selection Class.

7.8 Surveyor General will be absorbed to the post of Surveyor General in Selection Class.

8. Promotions

8.1 *Promotions to Class II/I.*— The officers who have completed 10 years of satisfactory service in Class II/II who were conferred with permanent status of service will be promoted to Class II/I provided they satisfy the following requirements.

- (i) Have passed 1st and 2nd Efficiency Bar Examinations in stipulated course of time.
- (ii) Have earned all their salary increments in due course of time during the period of 5 years immediately preceding the date of promotion.
- (iii) Have not been subjected to any disciplinary punishment during the period of 5 years immediately preceding the date of promotion.

Promotion to Class I.— Superintendents of Surveys who were promoted to Class II/I after passing the Efficiency Bar Examinations and have completed a period of satisfactory service in Class II/I will be promoted to the post of Senior Superintendent of Surveys in Class I depending on their seniority and existing number of vacancies.

Senior Superintendent of Surveys who have completed a satisfactory period of service in Class I will be promoted to the post of Deputy Surveyor General / Provincial Surveyor General depending on their seniority and existing number of vacancies.

Deputy Surveyor General /Provincial Surveyor General who have completed a satisfactory period of service in Class I will be promoted to the post of Senior Deputy Surveyor General depending on their seniority and existing number of vacancies.

8.2 *Promotion to Selection Class.*— The most senior two officers in Senior Deputy Surveyor General post in Class I will be appointed to the posts of Additional Surveyors General. The most senior officer of the two Additional Surveyor Generals will be appointed to the post of Surveyor General.

9. *Efficiency Bar Examinations.*— The officers in Class II/II of Sri Lanka Surveyors' Service should pass their 1st Efficiency Bar Examination before reaching 4th salary Step of their salary scale and 2nd Efficiency Bar Examination before reaching the 7th salary step in their salary scale. the particulars about the Efficiency Bar Examinations are specified in Appendix B.

10. *Transfers and Appointments.*— All officers belonging to Sri Lanka Surveyors Service are bound to serve in any part of the country and are transferable to any part of the country on exigencies of service. Action should be taken to designate duties to individual officers in a manner so as to bring out best of their knowledge and merits.

11. *Seniority.*— In the event that appointments are made on the results of a competitive examination the seniority will be decided depending on the merits obtained by the candidates at the examination.

In the event that appointments are made on the result of an interview seniority will be decided on the position obtained by the officer at the interview.

The seniority of officers who were absorbed to various Classes under the new minute will be decided upon the seniority they enjoyed at the previous Class and post.

In the event of any departure from above procedues in deciding the seniority the relevant provisions stipulated by Establishment Code will apply.

12. *Retirement and all Island Service status.*— If the Public Service Commission is fully convinced that the implementation of provisions in new minutes has adversely affected the conditions of service of any officer to the extent that grant of option for retirement under section 7 of Pension Minutes, is justified, in such an even such officer, on his own request can be allowed to exercise his option for retirement during the period of five years effect from 01.08.2005, the date on which the provisions of new minute come in to force.

The Sri Lanka Surveyors' Service is included in the list of All Island Services as provided by paragraph (1) b of Public Administration Circular No. 56/89 of 15th November, 1989.

13. *Method of appointment to the post of Apprentice Surveyors.*— The appointment to post of Apprentice Surveyor which functions outside the Sir Lanka Surveyors' Service will be made from amongst the candidates who qualify at an open competitive examination conducted by Commissioner General of Examination for this purpose. (Particulars of the open competitive examination are given in appendix A hereto).

13.1 *Qualifications for Open Competitive Examination.*— Candidates should have the following qualifications to sit the open competitive examination.

- (i) Should be a citizen of Sri Lanka ;
- (ii) Should not be less than 22 years and not above 33 years of age as on the closing date of application for the examination ;
- (iii) Should be Surveying Science or Physical Science (Mathematics as a subject) graduate of a recognized university or institution recognized by University Grant Commission ;
- (iv) Shoud bear an excellent moral character, Physical fitness and good eye sight.

13.2 *Method of Application.*— Application will be called from amongst the qualified persons by an advertisement published in the *Gazette* of Democratic Socialist Republic of Sri Lanka.

13.3 *The number of appointments.*— The appointments to Apprentice Surveyors will be made in a manner that the entire cadre of Class II/II of Sri Lanka Surveyors' Service and that of Apprentice Surveyors will not exceed 850 officers. 90% of vacancies shall be filled from amongst the successful candidates at an open competitive examination and balance from amongst the officers belonging to other technical services in Survey Department who possess the above specified qualifications as an avenue of promotion, by an interview. However, if there is no sufficient number of officers in other technical Services to fill the number of vacancies set apart for them, in such instances the resulting vacancies can be filled from amongst those who qualify at the open competitive examination.

13.4 *Training.*— Surveying science graduates who are appointed to the post of apprentice Surveyors on the result of an open competitive examination should successfully complete 6 months training in Departmental matters and Physical Science graduates appointed by an open competitive examination should successfully complete a Degree in Surveying Science at the institute of Surveying and Mapping of Survey Department.

13.5 *Salary group and salary scale.*— The Post of Apprentice Surveyor is a post outside the Sri Lanka Surveyors' Service and the salary group and salary scale applicable to Apprentice Surveyor will be as follows.
TB-15-1-135,360-4x2,220—14x3,480—192,960.

13.6 *Confirmation in Service*— Surveying Science Graduates appointed to the post of Apprentice Surveyors will be appointed to Class II/II of Sri Lanka Surveyors' Service and be conferred with permanent status of service after completion of a net total of 4 years satisfactory service in the Department, including a 6 months period of training in Departmental matters.

Physical Science Graduates appointed to the post of Apprentice Surveyors will be appointed to Class II/II of Sri Lanka Surveyors' Service and be conferred with permanent status of service after net total of 6 years satisfactory service including the completion of a Surveying Degree and training.

14. *Matters not covered by provisions of this minute.*— Any matter which is not covered by the provisions of this minute will be decided upon by Public Service Commission in consultation with Secretary to the Ministry to which the subject of Survey Departmental belongs.

Appendix A :

Open competitive examination for recruitment to the post of Apprentice Surveyor.— The open competitive examination for recruitment to the post of Apprentice Surveyor in Surveyor Department will be conducted as follows :

Method of Examination :

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|----------------------------|-----------|-----------------------------|
| 1. Comprehension | 50 marks | 2 hours paper |
| 2. Intelligence | 150 marks | 1 hour and 15 minutes paper |
| 3. General knowledge paper | 150 marks | 3 hour paper |

Appointment to the post of Apprentice Surveyor will be made from amongst the candidates who obtain highest marks at the open competitive examination depending on the existing number of vacancies.

Comprehension paper.— This paper will consist of question given in the form of passages. Candidates are expected to summarize some of the passages in to one sentence. Knowledge of grammar pertaining to some underlined words will be tested. There would be multiple questions on some passages and candidates are expected to select the best suited answer. Some passages will carry comprehension questions based on multiple choice basic. Questions are framed so as to test the candidates power of understanding. In addition there will be a along passage for precis writing. The question paper is of 2 hours duration.

Intelligence.— This paper is framed with the objective of testing candidates power of rational thinking, power of analysis and decision making. This will be a multiple choice question paper. The question paper is of one hour and 15 minutes duration.

General knowledge paper.— There will be questions to test candidates' knowledge about the environment where he lives and his knowledge on current political social, cultural, economic and environmental matters of both national and international importance. There is a choice of questions. The question paper is of 3 hour duration.

Appendix B.

Minute of the Sri Lanka Surveyors' Service.— Appendix (B) dealing with the matters pertaining to efficiency bars

There will be 2 prescribed Efficiency Bar Examinations at Class II, Grade II of the Sri Lanka Surveyors' Service.

The 1st Efficiency Bar Examination.— The officers of Class II/Grade II should gain a satisfactory knowledge on following matters before reaching step 4 of their salary scale.

1. Departmental Survey Regulations, Standing Orders, Establishments code, Financial Regulations and Government Tender Procedures.

1.1 There will be one question paper on the following matters pertaining to Establishments code and Financial Regulations.

- (a) Part I of Government Financial Regulations (excluding para. 10).
- (b) Paragraphs I, II, III, V, VI, VII, IX, XI, XXIII, XXV, XXVI, XXVIII, XXIX, XXX, XXXI, XXXIII, XLVIII of Establishment Code.

1.2 There will be one paper on Departmental Survey Regulations and standing orders. This examination will be conducted by the Commissioner General of Examinations. The pass marks level will be 40%.

2nd Efficiency Bar Examination.— The officers of Class II Grade II should satisfy the following requirements before reaching step 7 of their salary scale.

- (i) Higher Diploma in Surveying Science conducted by Institute of Surveying and Mapping ; or
- (ii) Post Graduate Degree on subjects allied with Surveying Science obtained from a recognized local or Foreign University ; or
- (iii) Post Graduate Degree on subjects allied with Surveying Science or any other equivalent qualification recognized by Public Service Commission.

Appendix C

- 1. Survey Department
- 2. Land Commissioners' Department
- 3. Railway Department
- 4. Department of Coast Conservation.

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