

N.B.— Part IV(A) of the *Gazette* No. 1,487 of 02.03.2007 was not published.

N.B.— Quarterly statement of books for July — September 2001 has been published in Part V of this *Gazette*.

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## The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,488 – 2007 මාර්තු 09 වැනි සිකුරාදා – 2007.03.09

No. 1,488 – FRIDAY, MARCH 09, 2007

(Published by Authority)

### PART I : SECTION (IIA) — ADVERTISING

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

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

ATTENTION is drawn to each of the ‘Notices’ appearing in the 1st week of every month, regarding the latest dates and times of acceptance of notices for publication in the weekly *Gazette* at the end of each Part of the *Gazette of the democratic Socialist Republic of Sri Lanka*.

All notices to be published in every Part of the *Gazette* shall close at 12 noon of each Friday, *a fortnight before the date of publication*. All Departments, Corporations, Boards, etc., are advised that any notification fixing specific dates for closing times of applications in regard to vacancies, tender notices and the dates and times of auction sales, etc., should be prepared with due regard to this change, i.e., by giving adequate time both from the time of despatch of notice to the Government Press and from the date of publication thus enabling those interested in the contents of the notices to actively and positively participate.

All notices to be published in the weekly *Gazette* should reach this Department positively by 12 noon of the Friday, two weeks prior to date of publication e.g., Notices for publication in the weekly *Gazette* of 16th March, 2007, should reach the Government Press on or before 12 noon on 2nd March, 2007.

LAKSHMAN GOONEWARDENA,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
January 01, 2007.

**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. If 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.

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

**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 form 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 or 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 traveling 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 (1) 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.

## Posts - Vacant

### SRI LANKA POLICE DEPARTMENT

#### Vacancies in the Post of Police Constable (Mechanic)

APPLICATIONS are invited from the citizens of Sri Lanka for post of Police Constable (Mechanic) in the Sri Lanka Police Department.

2. Application forms duly perfected in accordance with the specimen form given below, should be sent to director (Recruitment) Recruiting Office, 2nd Floor, New Secretariat Building, Colombo 01. The applications should be sent by registered post to the above mentioned address to reach on or before 09th April, 2007 and the top left hand corner of the envelope enclosing applications should be marked "Police Constable (Mechanic)". Delayed applications will be rejected and no applications will be issued by the Sri Lanka Police Department.

Serial No.	Professional	Professional Qualification and Experiences
01.	Motor Mechanic	See Para 04 c
02.	Electrician	See Para 04 c
03.	Tinkering Mechanic	See Para 04 c
04.	Lathe Machine Operator	See Para 04 c
05.	Motor Bike Mechanic	See Para 04 c
06.	Cushion Maker	Certificate of two years experience from Government or from a recognized Institution.
07.	Painter	See Para 04 c
08.	Tyre Changer	Certificate of two years experience from Government or from a recognized Institution.
09.	Servicemen	Certificate of two years experience from Government or from a recognize institution.
10.	Battery Mechanic	Certificate of two years experience from Government or from a recognize institution.
11.	Air Conditioner Operator	See Para 04 c
12.	Injector operator	See Para 04 c
13.	Welding Mechanic	See Para 04 c

3. *Salary Scale.*— Police Constable (Mechanic) : Rs. 166,560 - 7x1440 - 27x1800 - Rs. 225,240.

In addition to the above salary scale, they will be paid following allowances a monthly :

- (a) Special arduous duty allowances :
  - (i) For duties in operational area - Rs. 1,200
  - (ii) For duties in non operational area - Rs. 600 ;
- (b) Combined allowance :
  - (i) For duties in operational area - Rs. 10,500
  - (ii) For duties in nonoperational area - Rs. 3,500
- (a) Free Transport facilities :
- (b) Free Medical facilities to officers ;  
(Financial assistance can be obtained for medical treatment even in a foreign country) ;
- (c) All uniforms will be provided free of charge ;
- (d) Facilities to improve skills and talents in sports Facilities to improve skills and talents in sports.
- (e) Traveling expenses for duty and money will be granted as rewards for outstanding and arduous duties.

#### 4. Basic Qualifications Required :

- (a) *Age Limit.*— The age should be between 18 and 30 years as at closing date as per the *Gazette* Notifications.
- (b) *Educational Qualifications.*— Applicant should have passed the G.C.E. (O/L) examination in 06 subjects at one sitting with Medium Language and Mathematics.

*Note 01.*— According to the classification of subjects of the Department of Examinations, in calculating the number of subjects passed at G.C.E. (O/L) both passes in science subjects number 41 and 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject. (They can't be considered as four separate subjects taking into account the number of subjects passed.).

*Note 02.*— Failure in the Technical subject at Written Test of G.C.E. (O/L) examination will be considered as failure in the same subject although a pass has been obtained for the same in the Practical test.

*Note 03.*— Since optional subjects of Tamil, English and Sinhala have not been included in the stream of (G.C.E. (O/L) passes in any of these subjects will not be computed as a pass in the G.C.E. (O/L) examination.

#### (c) Professional Qualifications :

- \* One year experience certificate of the profession concerned obtained from the government or from a Government recognized Technical or Vocational Institute ;

or

- \* One year training certificate of the profession concerned obtained from an Institution functioning under the National Apprentice Board approved by the Government.



\* An Experience Certificate issued by the State Institution or an Institution approved by the State for one year.

\* Passing mechanical Science as a subject in the G.C.E. (O/L) Examination will be added qualification.

(d) *Physical requirements :*

- (i) Height 5 feet 04 inches (minimum) ;
- (ii) Chest 30 inches minimum (deflated).

*Note.*— Applicants who are slightly short of the physical requirements but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have skills in sports or have achieved best performance in sports at National level or they have earned reputation for Sri Lanka by participating in an international competition.

(e) *Visual requirements :*

Vision should not be less than 6/12 with each eye. if the vision is 6/6 with one eye and 6/18 with the other eye will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

(f) *Other Qualifications :*

- (a) Applicants should be unmarried. (even divorced, it would be treated as married). This condition will not be applicable for officers who presently server in the Police Department and who have fulfill the qualification ;
- (b) special attention would be paid to those who in addition to the aforesaid basic qualifications, physical qualifications, age Limit, with sports and other special qualification ;
- (c) Prior to the final Selection board, a selection test will be conducted by the police Department. Candidates are requied to obtain a pass in basics qualifications, enturance test, and professional qualification.
- (d) Those who pass the endurance test will be summoned for practical test and interview ;
- (e) Professional test will be conducted by oral and written, Candidates will be tested on the profession applied for, maintenance of vehicles and overhauling of vehicle.
- (f) A background inquiry on the selected applicants will be conducted. Applicants with good conduct only will be selected.

5. *Conditions of Appointment .*— This appointment is permanent and pensionable. Contribution has to be made towards the widows/ widowers orphans pension scheme.

6. *Conditions of Service :*

- (i) This appointment is subject to a period of probation for three years.

(ii) The applicant should abide by any regulation already in force enforce or which will be issued from time to time by the Government for implementation of the official language Policy.

(iii) They should be subject to the regulations given in the first and second volume of the Establishment Code. Police Disciplinary Code and any other regulation issued from time to time by the Inspector General of Police or by the Government ;

(iv) Every officer should pass the Departmental all examination specified, prior to their confirmation in the post. Those who fail to pass the specified examination or those deemed to be unfit for Police duties are liable to be removed from service ;

(v) The appointees will be not permitted to marry until they are confirmed in their posts. However, in terms of the notification 41 of the Police *Gazette* II dated 28th February, 1973, the officers who have completed a minimum period of two years satisfactory service could get married on the permission granted by the Inspector General of Police, under special circumstances.

(vi) Applicants on being recruited should serve a probationary period of three years in the Police Department and if they wish to resign from service before their probation is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation, any amount which was incurred on uniforms etc., As Decided by the Director of Police Training College. The acceptance of resignation should conform to the Section 4 Chapter V in Volume I of the Establishment Code 1985.

(vii) Probationary Police Constable (Mechanic) immediately after they have commenced training at the Police Training College should affirm/swear that they adhere to the Police Disciplinary Code in terms of the I.G.P. Circular No. 1693/ 2003. Sub inspector of Police who have been confirmed in the post will have opportunities for promotions according to the approved scheme of promotion of the Police Department.

(viii) They should soon after commencing the training at Police College, subscribe the Oath of Allegiance to the Public Service, in terms of the I.G.P. 's Circular No. 1804/2004.

(ix) Police constable (Mechanic) will have the scope for promotion it terms of the approved scheme of promotions of the Police Department.

7. (i) Attention is invited to the general conditions applicable to appointment to posts in the Police Service published in the Section (IIA) of the Part I of this *Gazette* ;

(ii) Enlistment will be made in terms of Public Administration Circular No. 15/90- dated 10.03.1990.

8. Applicants should annex copies of following documents to their application. (originals must not be forwarded) :

- (i) Birth Certificate ;

- (ii) Two recent testimonials of character (obtained from persons who are not related) ;
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of any outstanding sports or other extra curricular activities ;
- (v) Certificates of service experience, (if available) ;
- (vi) A Photostat Copy of the National Identity Card.
9. (a) Applications from applicants who are already in the Public Service/services must be forwarded through the Heads of their respective departments and must be accompanied by a certificate stating that the officers can be released, if selected.
- (b) Applicants must fill the required particulars in their own hand writing on paper 11"x8" in size and post them together with the copies of certificates called for to the address given in paragraph 2 and under no circumstances should applications be handed over personally to any officer in the department.
10. Applications, which do not conform to the requirements, stipulated in this notification will be rejected and such applicants will not be notified.
- Note.*— No Traveling or other expenses will be paid to applicants who are summoned for the test and interview.
- VICTOR PERERA,  
Inspector General of Police.
- Police Headquarters,  
Colombo 01.
- SPECIMEN APPLICATION FORM**
- Sri Lanka Police Department**
- Vacancies in the Post of Police Constable (Mechanic)**
01. Applicant's Professional :——.
02. Name in full (in block letters):——.  
(As stated in the Applicant's Birth Certificate)  
(a) Name with initials:——.  
(b) Gender :——.
03. National Identity Card No. :——.
04. Father's Name in Full:——.
05. Place of Birth of the applicants:——.  
(a) Police stations to which the place of birth belongs.——.  
(b) Province:——.
06. (a) Present address :——.  
(b) Police station to which the present address belongs:——.  
(c) Permanent Address:——.  
(d) Police station and the electorate to which the permanent address belongs:——.
07. (a) Nationality.——  
(b) Whether you are citizen by birth or registration (if by registration attach copies of the certificate) :——.  
If you are a citizen by birth state the place of birth of—  
(i) Applicants:——,  
(ii) Applicants' Father:——,  
(iii) Applicant's paternal grandfather:——,  
(iv) Applicant's paternal great grandfather:——.
08. Age : (as on the closing date of application given in the *Gazette*) :  
Years :——, Months:——, Days:——.  
(Copy of birth certificate should be attached).
09. Heights : (inches)——, Chest : (Inches):——.
10. Educational Qualifications (State Examinations passed and attach copies of certificates:——.
11. Whether married or single:——.
12. (i) Present Employment:——.  
(ii) Are you a members of any Armed force ? :——.
13. Have you any special claims and/or qualifications ? :——.
14. Give names and addresses of two non-related referees:——.  
(i) .....  
(ii) .....
15. Have you served earlier in the Police Service or Reserve Police Service ? :——.  
(If so reasons for leaving the service, give particulars):
16. (a) Are you serving in any of the Armed Services ? (If so your application must be submitted through the respective Service Commander):——.  
(b) Have you served in any of the Armed Services ? (If so, attach copy of your discharge certificate):——.
17. (a) Are you serving as a Volunteer in any one of the Armed Services ? (If so, your application must be submitted through the respective Service Commander):——.

- (b) Have you served as a Volunteer in any of the Armed Services? (If so, attach a copy/copies of your discharge certificate/certificates):——.
18. Have you been involved in or concerned in or charged or arrested even on suspicion and or convicted of any offence? (If so, give details):——.
19. Have any of your relatives been involved in or concerned in or charged or arrested even on suspicion, or convicted of any offence ? (If so, give details):——.

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. I am aware that I am liable for termination of my service in the Police Department forthwith (even if I have been appointed at any time) if the particulars furnished are found to be incorrect or false.

\_\_\_\_\_,  
Signature of the Applicant.

Date:——.

03-326

## Examinations, Results of Examinations, &c.

### EXAMINATION FOR PROMOTION OF OFFICERS IN CLASS III OF PUBLIC MANAGEMENT ASSISTANTS' SERVICE INTO CLASS II OF THE SERVICE - 2007

IT is hereby notified that a qualifying examination for promotion of officers in Class III of Public Management Assistants' Service into Class II of the Service will be held in all three languages *i.e.* Sinhala, Tamil and English in the month of June 2007, by the Commissioner - General of Examinations.

2.0 This examination for the promotion of Officers in Class III of the Public Management Assistants' Service into Class II of the Service will be held in Colombo, Galle, Kandy, Jaffna, Batticaloa, Matara, Kurunegala, Ratnapura, Badulla and Anuradhapura. The list of towns with their respective town numbers is given below :

Town	Town Number
Colombo	01
Galle	02
Kandy	03
Jaffna	04
Batticaloa	05
Matara	06
Kurunegala	07
Ratnapura	08
Badulla	09
Anuradhapura	10

If any centre mentioned above does not have a sufficient number of candidates, that centre will be cancelled and those candidates will be assigned to the next nearest centre.

- 3.0 (i) This examination will be conducted by the Commissioner General of Examinations and the candidates will be bound by the rules and regulations imposed by him.
- (ii) The rules and regulations for candidates have been separately printed in the *Gazette* notification. Candidates will be subject to any punishment imposed by the Commissioner General of Examinations for violation of the rules and regulations.

4.0 *Eligibility.*—Officers in Class III of the Service, who have been confirmed in their posts before 09th April, 2007 and who have completed an active and a satisfactory service period of 04 years are eligible to appear for this examination.

*Note.*— The date of qualifying for promotion to Class II of the Service of an officer will be the date the officer passed the examination or the date in which he/she complete 05 years of active and satisfactory service, whichever occurs later.

5.0 *Scheme of Examination.*—The subjects of the examination and the marks assigned to each subject are given below. Marks will be deducted for bad handwriting and spelling mistakes. Candidates whose handwriting is illegible are liable to be disqualified :

Subject	Marks	Duration
(i) Establishment Procedure	100	02 Hours
(ii) Accounting Systems	100	02 Hours
(iii) General Paper	100	01 Hour

*Establishments Procedure .*— The objective of this question paper is to test the proficiency of experience obtained in office activities and to test the knowledge on office systems adopted in Government offices to cover subject fields such as principles of office procedures, importance of office procedures, written communication, filling methods and preparation of forms etc..

*Accounting Systems .*— The question paper will be as follows :-

- (a) *Part I* - Exercises on adding and subtraction. (25 Marks) ;
- (b) *Part II* - Testing the candidates knowledge and understanding of subjects such as Financial Control exercised in Government Offices, departments and ministries, custody of finance, receipts and payments, budgetary estimations, supplies, work and service is expected from this paper. (50 Marks) ;
- (c) *Part III* - Basics on inspection and storing of goods. (25 Marks).

*Note.*— Candidates will not be allowed to use calculators for adding exercises. Duration is 15 minutes only.

*General Paper* : This paper consists of two parts ;

- I. Candidates are expected to read and understand a statement or minutes of discussion and prepare a report and/or a letter ;
- II. Candidates' ability of understanding and analyzing the current social affairs will be measured by this.

*Note.*—(i) The officers should answer these question papers in the language medium in which they sat the entry examination to the service or any other official language.

- (ii) To qualify in these subjects, candidates will be required to obtain a minimum of 33 per cent (33%) of the marks in each of these papers and an aggregate of 40 per cent (40%) of the marks in all three papers in one sitting.

- (iii) The model question papers relevant to the subjects of the examination will be published in the website of the Ministry of Public Administration & Home Affairs in due course (website address : [www.pubad.gov.lk](http://www.pubad.gov.lk))

6.0 Commissioner - General of Examinations will release the results of this examination to the Director-General of Combined Services and the names of the successful candidates will be published in the *Gazette of the Democratic Socialist Republic of Sri Lanka*.

7.0 The application for this examination should be in the form of the specimen appended to this notification. Applicants should prepare the applications themselves according to the specimen. Applications prepared thus should be sent by the registered post through the respective Heads of Departments to reach the Commissioner-General of Examinations, Department of Examinations, Organizations and Foreign Examinations Branch, Pelawatte, Battaramulla on or before 09th April, 2007. The application form should be accompanied by a certificate of satisfactory service. Heads of Departments must ensure that each application is completed in every respect and that they have signed the service certificate appended to the application form. The name of the examination should be indicated in the top-left hand corner of the envelope. Applications received after the closing date will be rejected.

8.0 *Identity of the Candidates.*— Candidates will 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) 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 Commissioner General of Examinations.

9.0 *Applications* - Applications should be prepared in a paper of A4 size in such a manner that para nos. 1.0 to 5.0 appear on the first page. The application could be typewritten but should be filled in correctly and legibly by candidates' own handwriting.

The candidates appearing for the examination for the first time need not pay examination fees. However, stamps to the value of Rs. 90 should be affixed for subsequent sittings and the stamps should be duly cancelled by placing signature of the candidate and the date. Under any circumstances, this fees will not be refunded and transferred in respect of any other examination.

The Commissioner-General of Examinations will issue copies of the time table and admission cards to all candidates whose applications have been received. Candidates should get their signature on the admission card attested in advance and surrender to the supervisor of the examination hall. Candidates without admission cards will not be permitted to sit for the examination. If a candidate has not received his/her admission card at least seven days before the day of examination, he/she should, without delay, inform the Commissioner-General of Examinations, Department of Examinations, Organizations and Foreign Examinations Branch, Pelawatta, Battaramulla (Telegraphic Address : "Exams", Battaramulla) about the non-receipt of admission card along with the following information :

- (i) Name of the Examination ;
- (ii) Full Name of the Candidate ;
- (iii) Full postal Address ;
- (iv) Post Office, Registration Number and the Date of Dispatch.

10.0 The Heads of Departments should approve duty leave for officers to whom admission cards have been issued by the Commissioner-General of Examinations to enable them to appear for the examination. No travelling expenses will be paid.

11.0 For the purpose of the Official Languages Policy, all the candidates should prepare and fill their applications in the official language.

12.0 The decision of the Director - General of Combined Services will be final in any matter not provided for in this notification.

A. NOBERT,  
Director General of Combined Services,  
Ministry of Public Administration & Home  
Affairs.

Ministry of Public Administration  
& Home Affairs,  
Independence Square,  
Colombo 07.

19th February, 2007.



**Specimen Application Form**

(For Office use only)

EXAMINATION FOR PROMOTION OF OFFICERS IN  
CLASS III OF PUBLIC MANAGEMENT ASSISTANTS'  
SERVICE INTO CLASS II OF THE SERVICE - 2007

Town	Town No.
1.	
2.	

(Indicate the name of the town in which you wish  
to appear for the examination)

- 1.0 1.1 Name with initials : \_\_\_\_\_.  
(In English Block Capitals) eg .- SILVA, A. B.
- 1.2 Name in Full : \_\_\_\_\_.  
(In English Block Capitals)
- 1.3 Name in Full : \_\_\_\_\_.  
(In Sinhala/Tamil)
- 1.4 Have you changed your name after entering the Public  
Service ? : \_\_\_\_\_.  
If yes, indicate the previous name : \_\_\_\_\_.
- 2.0 Name and address of the work place :
- 2.1 Name and the Address of the Office/Department/  
Institution : \_\_\_\_\_.  
(In English Block Capitals)
- 2.2 Name and Address of the Office/Department/  
Institute : \_\_\_\_\_.  
(In Sinhala/Tamil)  
(Admission Cards will be posted to this address)

3.0 National Identity Card No.:

4.0 Language Medium of Examination :   
Sinhala - 2, Tamil - 3, English - 4  
(Indicate the relevant number in the cage. Candidates will not  
be allowed to change this subsequently)

5.0 5.1 Sex :   
Female -1, Male -0  
(Indicate the relevant number in the cage)

5.2 Date of Birth :  
Year    Month   Date

6.0 Present Post :

6.1 Post : \_\_\_\_\_.

6.2 Number and date of the appointment letter : \_\_\_\_\_.

6.3 Date of confirmation in the post as an officer in Class III  
of the Service : \_\_\_\_\_.

7.0 7.1 Are you sitting the examination for the first time ?  
: \_\_\_\_\_.

7.2 If not, value of the stamps affixed : \_\_\_\_\_.

7.3 Stamp Cage

Affix Stamps to the value of Rs. 90/ for subsequent sittings.

8.0 Candidate's Statement :

I solemnly certify that, -

- (i) the statement made by me above are true to the best of my  
knowledge and belief ;
- (ii) I am an officer in Public Management Assistants' Service  
and my appointment has been confirmed on .....  
..... ;
- (iii) I have earned all/all possible increments during the period  
of 4 years immediately preceding 09th April, 2007 ;
- (iv) I have not suffered any punishment more severe than a  
fine or a reprimand since the date of last increment ;
- (v) I appear for this examination for the first time/that stamps  
to the correct value are affixed here as exam fee.

I am aware that if any particulars contained herein are found to be  
false and incorrect, disciplinary actions would be taken against me. I  
agree to abide by the regulations of this examination.

I hereby state that information furnished above are true, and that  
I am eligible to appear for the exam in the language medium mentioned  
above. The stamps affixed to the value of Rs. .... are valid and  
has not been used. I agree to abide by the rules stipulated for this  
examination.

\_\_\_\_\_  
Signature of the candidate  
(See the foot note).

Date : \_\_\_\_\_.

*Note.-* The candidate should sign in the presence of the Head of  
his/her Department or an officer authorized to sign on behalf  
of the Head of Department.

### Attestation of the Signature

I certify that Mr./Mrs./Miss. .... who  
is an officer employed at my work place and who is known to me  
personally ..... placed his/her signature in my  
presence on this ..... day of ..... 2007.

\_\_\_\_\_  
Signature and stamp of the person attesting.

Name : .....

Designation : .....

Address : .....

Date : .....

### Certificate of the Head of the Department

I certify that, -

- (i) Mr./Mrs./Miss. .... is an officer  
in Class III of the Public Management Assistant's Service  
and has completed 04 years of service as at 09th April,  
2007 and is eligible to sit the examination in terms of the  
notification published in the *Gazette* of the Democratic  
Socialist Republic of Sri Lanka dated .....
- (ii) The number of the appointment letter of Class II of Officer  
as per his/her personal file is .....  
  
(Indicate the number of the appointment letter)
- (iii) The particulars given in para. 1.0 to 6.0 have been verified  
and were found to be correct.
- (iv) He/She is sitting the examination for the first time/  
prescribed stamps for the relevant examination has been  
affixed.

\*(Delete inapplicable words)

\_\_\_\_\_  
Signature of the Head of Department  
and Official Stamp.

Name : .....

Designation : .....

Address : .....

Date : .....

### MINISTRY OF HEALTHCARE AND NUTRITION

#### Recruitment of Students for Dispensers' Training - 2007

APPLICATIONS are invited from eligible citizens of Sri Lanka for  
recruitment to the Dispensers' Training in the Department of Health  
Services.

#### 01. Educational Qualifications :

- (a) G.C.E. (A/L) Examination.- Passed G.C.E. (A/L)  
Examination in three subjects at one sitting out of the  
following subjects inclusive of Chemistry.  
Subjects : Pure Maths, Applied Maths/Combined Maths,  
Chemistry, Physics, Zoology/Botany, Biology and  
Agriculture Science.
- (b) G.C.E. (O/L) Examination.- Passed G.C.E. (O/L)  
Examination in six subject at not more than two sittings  
with credit passes from Sinhala/Tamil Language,  
Mathematics, Science and one another subject.

#### 01.2 Other Qualifications :

- (c) Should be not less than 18 years and not more than 40  
years as at 09.02.2007.
- (d) should agree to serve in any part of the island.
- (c) Should have a healthy physis.

02. A competitive examination will be held in several selected  
districts for applicants with required qualifications and those who  
have secured highest marks will be subjected to an interview and  
selected for training. The examination will have to question papers  
on Maths comprehension and Intelligence Test and the Chemistry.  
The marks will be counted on the accumulated marks for both papers.

03. Since this has been a full-time training course, the students  
who attend to other training courses during the five days of the week  
and forenoon on Saturday should not apply for this course.

04. The period of training is one year (this includes theoretical  
training for 09 months and practical training for 03 months).

#### 05. Method of Application :

- (a) Applications should be prepared on the form of specimen  
appended to this.
- (b) *Examination fees.*- Every candidate should pay the  
examination fee of Rs. 200 by a money order drawn in  
favour of the Secretary, Ministry of Healthcare and  
Nutrition, "Suwasiripaya", No. 385, Ven. Baddegama  
Wimalawansa Thero Mawatha, Colombo 10 and encashable  
from the General Post Office, Colombo. The examination  
fees once paid will not be refunded under any  
circumstances.

- (c) The signature of the candidate should be attested by an officer in the Sri Lanka Administrative Service/Educational Administrative Service. Government Accountants' Service/Principal of a Government School/Justice of the Peace/Attorney-at-Law or an officer in the Public Service drawing a salary not less than Rs. 124,080 per annum.
- (d) the applications duly perfected should be sent under Registered Cover to reach the director (Examinations), Ministry of Healthcare and Nutrition, "Suwasiripaya" No. 385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10 on or before 09.04.2007. The words "Recruitment of Dispenser Trainees" should be written on the top left corner of the envelopes enclosing application.

06. *Admission Cards.*— The Secretary Health will issue admission cards so as to be received by the candidates before one week of the date of examination. A notice to this effect will be published in the newspapers and the candidates are required to be attentive in this regard. The candidates should submit one of the following documents to the Supervisor in the examination center to prove their identity.

- (a) Valid National Identity Card issued by the Department of Persons Registration,
- (b) Valid passport.

07. The candidate those who have not received admission cards by that time should inquire from the Director (Examinations) with following details (Tel. No. 011-2679160).

- (a) Name of the examination ;
- (b) Selected Town ;
- (c) District applied for ;
- (d) Application Registered number ;
- (e) Receipt number for payment of fees.

08. Candidates those who are in the government or semi-government institutions should submit their applications through the Heads of Institutions.

09. Applications will not be acknowledged.

10. Applications received after the due date will not be entertained.

11. Applications which are not conform to this notification will be rejected.

12. Candidates those who have fulfilled educational and other qualifications and those who have secured higher marks at the competitive examination will be called for an interview. They should submit originals of the documents which are required, at the interview and the candidates who failed to submit originals of the documents at the interview will be rejected for their eligibility for this training.

- 13. (a) The trainees recruited for training are subjected to the rules and regulations in force within the Training Schools and other orders enforced by the Department of Health from time to time.

- (b) The training of those trainees who fail in the examinations conducted by the Training Schools, or whose work and conduct is unsatisfactory or who fail to comply with the conditions of leave and examinations can be terminated at any time without payment of any compensation.

- (c) An allowance will be paid to the trainees during the period of their training.

- (d) Trainees at the time of admission to the training should enter into an agreement with the Director General of Health Services that they complete the training successfully without leaving the same and they serve the Department of Health Services for a minimum of 05 years period provided they got appointments after completion of the training. If they left the training or withdrew from the training or their training had to be terminated as per Section 13 above they should refund to the Department the allowances paid to him/her and the expenditure incurred for him/her by the government during the period his/her training. Otherwise actions will be taken to recover such money as provided for in the agreement.

14. *Terms of Engagements.*— The Government is not bound to grant permanent appointments at the end of the training. However candidates who have passed in the final examination will be appointed to the post of Dispenser Grade III by the Department based on the merit and availability of vacancies in the relevant post in any part of the island.

15. The details of educational and other qualifications should be carefully and correctly entered when filling in the application. If the particulars furnished were proved false or incorrect after admission to the training or granting appointments, action will be taken to cancel the appointment and dismiss him/her from the training/service and blacklist the name.

16. The selected candidates should undergo a medical examination to confirm that they are mentally and physically fit to follow the said training course and to serve in any part of the island. The candidates who are not recommended by the medical examination will not be eligible to follow the training course.

17. The officers so recruited are subjected to the provisions in the Establishment Code of the Democratic Socialist Republic of Sri Lanka, policies enacted by the Department of Health Services, Financial and other regulations and rules and regulations enforced by the government from time to time.

18. The decision of the Secretary to the Ministry of Healthcare and Nutrition will be the final in respect of any issue pertaining to the training which is not covered by this *Gazette* notification.

Dr. H. A. P. KAHANDALIYANAGE,  
Secretary,  
Ministry of Healthcare and Nutrition.

# SPECIMEN APPLICATION FORM

## Recruitment for Dispensers' Training

### Ministry of Healthcare and Nutrition

For Office use

Medium :

District applied for in preferential order

Sinhala - S

Tamil - T

(Write the relevant letter  
in the box)

01	
02	
03	

01. (a) Name with initials : \_\_\_\_\_.

(In block letters)

(b) Name in Full (in block letters) : \_\_\_\_\_.

(c) Name in Full (in Sinhala/Tamil) : \_\_\_\_\_.

(d) National Identity Card No. :

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02. (a) Permanent Address :

In Sinhala/Tamil

In English

.....  
.....  
.....  
.....

(b) Address to which the admission card to be sent : \_\_\_\_\_.

03. (a) Sex  (write the relevant letter in the box)

Female - F

Male - M

(b) Date of birth : Date : \_\_\_\_\_, Month : \_\_\_\_\_, Year : \_\_\_\_\_.

(c) Age as at ... 2007 : Days : \_\_\_\_\_, Months : \_\_\_\_\_, Years : \_\_\_\_\_.

04. Educational Qualifications :

G.C.E. (O/L) Examination First Sitting :

Year : \_\_\_\_\_.

Index No. : \_\_\_\_\_.

	Subject	Grade		Subject	Grade
01			06		
02			07		
03			08		
04			09		
05			10		

G.C.E. (O/L) Examination Second Sitting :

Year : \_\_\_\_\_.

Index No. : \_\_\_\_\_.

	Subject	Grade		Subject	Grade
01			06		
02			07		
03			08		
04			09		
05			10		

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

Year : \_\_\_\_\_.

Index No. : \_\_\_\_\_.

	Subject	Grade
01		
02		
03		
04		

05. Other Qualifications : \_\_\_\_\_.

06. Have you ever been convicted by a Court of Law for any offence ?

Yes ☐ No ☐

(Please mark ✓ in the relevant box)

If yes specify : \_\_\_\_\_.

07. Details of the receipt for payment of examination fees :

(a) Office to which the Examination fees are paid? : \_\_\_\_\_.

(b) Voucher No. and Date : \_\_\_\_\_.

(c) Amount paid : \_\_\_\_\_.

08. Declaration of the Applicant :

(a) I do hereby respectfully declare that the information provided by me in this application are true and correct to the best of my knowledge. I agree to bear any loss for not filling any part hereof or filling erroneously. Further I declare that I have filled in all the parts hereof correctly.



- (b) I am aware that I am liable to be disqualified if this declaration is proved to be false before appointment and dismissed if the same is detected after the appointment.
- (c) I agree to abide by all the conditions of this examination.
- (d) I will not change any information provided in this application at a later stage.

\_\_\_\_\_,  
Applicant's Signature.

Date : \_\_\_\_\_.

09. Attestation :

I certify that Mr/Mrs./Miss. ....  
who submits this application is personally known to me and he/she placed his/her signature on ..... before me.

\_\_\_\_\_,  
Signature of the Attestor.

Date : \_\_\_\_\_.

Full name of the Attestor : .....

Designation : .....

Address : .....  
(confirm with official frank please)

03-353