

N. B.- Part I/III, II, III and Part IV(A) of the Gazette No. 1,548 of 02.05.2008 were not published.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,549 – 2008 මැයි 09 වැනි සිකුරාදා – 2008.05.09
No. 1,549 – FRIDAY, MAY 09, 2008

(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 May, 2008, should reach the Government Press on or before 12 noon on 02nd May, 2008.

LAKSHMAN GOONEWARDENA,
Government Printer.

Department of Govt. Printing,
Colombo 08,
January 01, 2008.

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 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.

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.

Posts - Vacant

MINISTRY OF HOUSING AND COMMON AMENITIES

Post of Camera Operator (Video) Grade III

APPLICATIONS are hereby invited from the citizens of Sri Lanka for the post of Camera Operator (Video) Grade III in the Ministry of Housing and Amenities. The applications made as per the specimen mentioned below should be sent under registered post to reach the Secretary, Ministry of Housing and Common Amenities, Second Floor, Sethsiripaya, Battaramulla on or before 30.05.2008. The "Post of Camera Operator (Video) Grade III" should be marked on the top left - hand corner of the envelope.

Note.- (a) Incomplete applications not made as per the specimen will be rejected.

- (b) Complaints on loss and delay of the applications in the post will not be considered.
- (c) Officers already in the Public Service should forward their applications through the Head of Department.
- (d) The number of vacancies for this post is 01(one).

02. Terms of employment and conditions of service for the above mentioned post :

- (a) Post is permanent and pensionable. Will be required to contribute to the Widows' and Orphans' Pension Scheme/ Widowers' and Orphans' Pension Scheme. Appointment is subject to a probationary period of 03 years.
- (b) General conditions relating to the Public Service appointments indicated at the beginning of the para (IIa) of Part 1 of the Gazette of the Democratic Socialist Republic of Sri Lanka will apply.
- (c) Should obtain the proficiency in the official language within the stipulated period in terms of the Official Language Policy and Public Administration Circular No. : 7/2007.

03. Salaries and Allowances - monthly salary scale attached to the Post is as follows :-

- (a) According to the Public Administration Circular 6/2006 (MTI - 2006)
- (b) Rs. 14,000 - 10 x 120 - 11 x 140 - 6 x 240 - 14 x 290 - Rs. 22,060 (Applicable to the Grade III/II "b")
- (c) Should pass the Efficiency Bar Examination within 3 years of appointment. Will not be exempted from the Efficiency Bar based on the age.

04. Qualification required :

- (a) Should be a citizen of Sri Lanka

(b) Should be of excellent character and of sound physical health.

(c) Should be over 18 years of age and not more than 45 years of age on 30.05.2008 (Upper age limit will not apply to those who are already in Public/Provincial Council Service).

05. Educational qualifications :

- (a) A pass in the G. C. E. (Ordinary Level) Examination in six (06) subjects in not more than two sittings with credit passes in 04 subjects including Language, Mathematics and Science (a pass in a minimum of 05 subject at one sitting) ;

or

- (b) A pass in the NCGE Examination in six (06) subjects in not more than two sittings with credit passes in 04 subjects including the above subjects (a pass in a minimum of 05 subjects at one sitting) ;

06. Professional qualifications

- (a) A Diploma in Photography from a recognized University or Technical College or Government recognized Professional Institute.

or

- (b) Should have successfully followed a one - year full time or two - year part time Professional Course in Photography offered at a Government - recognized professional institute and obtained certificates.

07. Experience :

5 Years experience as a Photographer (to be supported by certificates)

08. Method of Recruitment :

Recruitment will be made by an interview and a practical test.

W. B. GANEGALA,
Secretary,
Ministry of Housing and
Common Amenities

Ministry of Housing and Common Amenities,
2nd Floor,
"Sethsiripaya"
Battaramulla,
23 rd April, 2008.

Ministry of Housing and Common Amenities

**APPLICATION FOR THE POST OF CAMERA OPERATOR
(VIDEO) GRADE III**

01. Name in full (in block letters):_____.

Mr/Mrs/Miss

02. Name with initials :_____.

03. Address (any change of address to be notified immediately):

(a) Private address :_____.

Telephone No :_____.

(b) Official address :_____.

Telephone No :_____.

04. Date of Birth :

Year Month Date

(b) Age as at closing date of the application :.

Years Months Days

(c) N. I. C. No

05. Are you a citizen of Sri Lanka? :_____.

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06.(a) Sex :_____.

(b) Civil status :_____.

07. The highest examination passed in the following subjects :

1. Sinhala
2. Tamil
3. English

08. Educational/Professional qualifications :

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

Year :_____. Examination No :_____.

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

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

Year :_____.

Examination No. :_____.

Subjects	Grade
01	
02	
03	
04	

8.3 :

Degree/Diploma	Year	Subjects

09. If presently employed, particulars of employment :

Institution	Designation	From	To	Annual Salary

10. Other qualifications relevant to the profession :_____.

11. Whether you were found guilty of a criminal offence in a court of law at any time :_____.

12. Have you served in the Public Service earlier :_____.

(if so, please give particulars of employment)

13. Copies of the following certificates (not originals) are attached hereto :

- (a) Birth certificate ;
- (b) Certificates of educational qualifications ;
- (c) Certificates of professional qualifications ;
- (d) Certificates of experience.

14. Names and the addresses of two non-related referees (with telephone Nos.) :

- 1.
- 2.

15. Any other relevant information :_____.

16. I hereby declare that the information furnished in this application is true and accurate. I am aware that if any information herein is found to be false or inaccurate before my selection, I will be liable for disqualification and dismissal without compensation if found to be so subsequent to the appointment.

_____,
Signature of the applicant.

Date :_____.

17. Certificate of the Head of Department :

(Only if the applicant is employed in the Public/Provincial Public service)

I hereby certify that Mr/Mrs./Miss..... is employed in this Department his/her work and conduct is satisfactory, and has completed the relevant qualifications as indicated in this notification and state that he/she could/could not be released from the present post if selected for this post.

_____,
Signature of Head of
Department.

Designation.

Date : _____.

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**MINISTRY OF TRADE, MARKETING DEVELOPMENT,
COOPERATIVES AND CONSUMER SERVICES**

National Intellectual Property Office of Sri Lanka

**POST OF INTELLECTUAL PROPERTY TECHNICAL
ASSISTANT**

APPLICATIONS are invited from those qualified for the above vacancy at the National Intellectual Property Office of Sri Lanka. Applications prepared in A4 size papers in accordance with the specimen form published at the end this notice should be forwarded by registered post to reach the Director General, National Intellectual Property Office of Sri Lanka "Samagam Medura", 3rd Floor, D. R. Wijewardana Mawatha, Colombo 10 on or before 26th May 2008.

Applications not in accordance with the specimen form or received after the closing date will be rejected. The post of 'Intellectual Property Technical Assistant' should be mentioned in the left hand corner of the envelope.

01. *Post :*

Intellectual Property Technical Assistant
(Number of posts - 01)

02. *Education and other qualifications :*

(i) A degree (Physical Science or Bio Science) from a recognized University.

(ii) Ability to work in English is essential for this post.

03. *Monthly Salary Scale :*

Rs. 15,215 - 10 x 215 - 4 x 240 - 7 x 320 - 15 x 360 - Rs. 25,965
(According to Public Administration Circular No. : 06/2006-iv)

04. *Age Limit :*

Applicants must be over 18 years and not more than 45 years. Upper age limit does not apply to those already employed in State/Provincial Service.

05. *Conditions of employment :*

- (i) This post is permanent and pensionable
- (ii) The selected applicant should contribute to widows'/Widowers' and orphans' pension fund
- (iii) Provisions of paragraphs 10-12 in Chapter II of the Establishment Code shall apply.

06. *Method of Recruitment :*

The selection will be made from those who score the highest marks in a structured interview.

07. *Other :*

The applicants already employed in State/Provincial Service must submit their applications through the respective Head of the Dept./Institution.

Director General of Intellectual Property,
National Intellectual Property Office of Sri Lanka,
"Samagam Medura",
3rd Floor,
D. R. Wijewardana Mawatha,
Colombo -10.

For Official use only

SPECIMEN APPLICATION FORM

National Intellectual Property Office of Sri Lanka

**POST OF INTELLECTUAL PROPERTY TECHNICAL
ASSISTANT**

01. Name with initials : Mr/Miss/Mrs : _____.

02. Name in Full : _____.

03. Permanent Address : _____.

04. Postal Address : _____.

05. National Identity Card Number : _____.

06. Sex : _____.

07. (i) Date of Birth : Year : _____, Month : _____, Date : _____.

(ii) Age as at 26.05.2008 Years : _____, Months : _____, Days : _____.

08. Civil Status : _____.

09. Educational Qualifications :

Degree	Year	Subjects	Class	University
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10. Declaration of the applicant :

I declare that all information given above are true to the best of my knowledge. I am aware that I shall not be entitled to be interviewed if the above particulars

are found to be inaccurate or wrong and that I shall be liable to be dismissed from service without compensation if the same is proved after recruitment.

Date :_____.

Designation :_____.

_____,
Signature of the applicant.

Ministry/Dept./Institution :_____.

Date :_____.

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11. Certification of the Head of the Department/Institution for the applicants already employed in State/Provincial Service :

I hereby inform that Mr/Miss/Mrs..... the applicant, is presently employed as a permanent/temporary/casual/trainee officer in this Ministry/Department/Institution. He/she has not been subjected to any disciplinary action (other than warning) and he/she can be/cannot be released, if selected.

RECRUITMENT OF WOMEN POLICE CONSTABLE TO THE POLICE DEPARTMENT

AS published in *Govt. Gazette* No. 1545 of 11.04.2008 the Age limit for women police constables has been extended upto 28 years.

_____,
Signature of the Head of
The Dept./Institution.
(Official seal)

Inspector General of Police.

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Examinations, Results of Examinations &c.

EFFICIENCY BAR EXAMINATION AND SECOND LANGUAGE TEST FOR THE OFFICERS IN SRILANKA ADMINISTRATIVE SERVICE, SRILANKA ACCOUNTANTS' SERVICE, SRILANKA SCIENTIFIC SERVICE SRILANKA ENGINEERING SERVICE, SRILANKA POLICE SERVICE AND SRILANKA ARCHITECTURES' SERVICE - 2008

EFFICIENCY Bar Examination and the Second Language Test for Officers in the above mentioned Services will be held in Colombo and Jaffna in August 2008.

02. Time Tables will be prepared enabling the candidates to sit for the both Efficiency Bar Examination at the same time.

03. *Syllabus* :

<i>Service</i>	<i>Efficiency Bar Examinations</i>	<i>Date and Number of the Gazette Notification</i>	<i>Appendix relevant to the Syllabus</i>
Sri Lanka Administrative Service	First Efficiency Bar Examination	14.11.2005 1419/3	'C'
	Second Efficiency Bar Examination	- Do -	'D'
	Second Language Test	- Do -	'E'
Sri Lanka Accountants Service	First Efficiency Bar Examination	27.07.2001 1194/26	'B'
	Second Efficiency Bar Examination	- Do -	'D'

Officers are allowed to sit for the subjects of the Efficiency Bar Examinations at one sitting or different occasions, if they wish so.

However officers are required to pass the Efficiency Bar Examination within the prescribed period. Action will be taken to conduct Oral Tests for the officers who sit for the Second Language Test at one centre.

04. (a) Subjects prescribed for the Efficiency Bar in each Service are as follows :

Sri Lanka Administrative Service

<i>First Efficiency Bar Examination</i>			<i>Second Efficiency Bar Examination</i>		
<i>Subject No.</i>	<i>Subject</i>	<i>Duration Hours</i>	<i>Subject No.</i>	<i>Subject</i>	<i>Duration Hours</i>
01	Constitutional Law and Administrative Law	3	20	Economics and Social Politics (with Special reference to Sri Lanka)	3
02	The Legal System of Sri Lanka	3	21	Systems relating to Development Administration (with special reference to Sri Lanka)	3
03	Criminal Law and Evidence Law	3	22	Management and Organization	3
			23	Public Sector Financial Management	3
05	Administration	3		Officer in other services mentioned in this notification can also apply for the 2nd Language Test, if they wish so.	
06	Economics	3			
07	Social Science	3			
08	English	3			
	Second Language Test				
09	Sinhala (Written)	2			
10	Tamil (Written)	2			
11	English (Written)	2			
12	Sinhala (Oral)				
13	Tamil (Oral)				
14	English (Oral)				

Sri Lanka Accountant Service

<i>First Efficiency Bar Examination</i>			<i>Second Efficiency Bar Examination</i>		
<i>Subject No.</i>	<i>Subject</i>	<i>Duration Hours</i>	<i>Subject No.</i>	<i>Subject</i>	<i>Duration Hours</i>
30	Government Financial Procedures	3	36	Management Accountancy	3
31	Law and Management	3	37	Public Financial Management	3
32	Administration	3	38	Management and Organisation	3
33	Reports writing and presenting information to Management	3		Second Language Test Officers who apply for this test please see under Sri Lanka Administrative Service for subjects and subject numbers	

Sri Lanka Police Service

<i>Subject No.</i>	<i>Subject</i>	<i>Duration Hours</i>
80	Administration of Justice Law and Evidence Ordinance	3
81	Penal Code and Police Ordinance	3
	Officer who apply for the Second Language - Please See under Sri Lanka Administrative Service for subjects and subjects numbers.	

Sri Lanka Engineering Service, Sri Lanka Architecture's Service and Sri Lanka Scientific Service

<i>Subject No.</i>	<i>Subject</i>	<i>Duration Hours</i>
04	Financial Systems	3
05	Administration	3

Names of Examinations

04(b)

Sri Lanka Administrative Service	First Efficiency Bar Examination	01
Sri Lanka Administrative Service	Second Efficiency Bar Examination	02
Second Language Test		03
Sri Lanka Accountants' Service	First Efficiency Bar Examination	01
Sri Lanka Accountants' Service	Second Efficiency Bar Examination	02
Sri Lanka Scientific Service	First Efficiency Bar Examination	01
Sri Lanka Architectures' Service	First Efficiency Bar Examination	01
Sri Lanka Police Service	First Efficiency Bar Examination	01
Sri Lanka Engineering Service	First Efficiency Bar Examination	01

05. Exemption from the requirement of passing Efficiency Bar Examination

<i>Sri Lanka Accountant Service</i>	<i>Subject</i>	<i>Qualification to be exempted</i>
Second Efficiency Bar Examination	36 - Management Accountancy 37 - Public Finance Management 38 - Management and Organization	Diploma in Public Finance Management conducted by Sri Lanka Institute of Development Administration; or Higher Diploma in computer programming conducted by Business Management Institution; or Post graduate Diploma in Accountancy, Commerce, Management Public Administration, Business Administration Computer Science/ Master of Arts/ph.d; or passing the final examination in one of the following Institute of Chartered Accountants, Institute of Chartered Management Accountants Chartered Association of Certified Accountant, British Computer Association, Australian Computer Association, or Any other similar qualification recognized by the Board.

6. Arrangements will be made by the commissioner General of Examination to enable the candidates to answer all the Subjects in Sinhala, Tamil or English other than the question papers relating to languages.
7. If any candidate is later found to have sat in a medium in which he is not entitled to sit, his candidature will be cancelled.
8. Application should be submitted in the specimen appended and in such a way that nos. 1-7 appears on the 1st page. The application form should be filled by own handwriting. Applications that do not comply with the specimen or that have not been completed properly will be rejected without notice. It is advisable to keep a photocopy of the application forwarded to the Department of Examinations with the candidate for future reference in making any inquiries with regard to the admission cards.
9. Application should be sent through the respective Head of Department by registered post to reach the following address on or before 16th June 2008. Application received after the prescribed date will be rejected.

Commissioner General,
Organization and Foreign Examination Branch,
Department of Examinations Sri Lanka,
Pelawatta - Battaramulla.

10. A notification will be published in newspapers by the Department of Examinations as soon as the admission cards are issued to candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. The Department of Examinations should be informed of it by a letter of inquiry along with the certified photocopy of the application form, receipt of registration and, in case of applicants outside Colombo, a Fax number to which the admission card should be sent.
11. Subsequent correspondence by candidates who fail to comply with the requirements as laid down in paragraph 10 above will not be entertained.
12. The attention of all candidates is invited to Circular No. SE 274 of 29.06.1971 issued by the Commissioner General of Examinations regarding the use of identity Cards. It is the responsibility of candidates to prove their identity through any of the following identity card at the Examination Hall.

- (i) National Identity Card,
- (ii) Valid Passport.

13. Examination fee will be as follows :

- (a) First sitting (Whole examination or part there of) free of charge :
- (b) Each subsequent sitting

Rs. C.

Complete Examination	115.00
One Subject	75.00
Oral Test	75.00

The fees should be paid in revenue stamps duly cancelled by the candidate with his signature thereon.

D. Dissanayake,
Secretary,
Ministry of Public Administration and Home Affairs.

Ministry of Public Administration and
Home Affairs,
Independence Square,
Colombo 07.
16th May 2008.

**Sri Lanka Administrative Service
Appendix 'C'**

(a) The 1st Efficiency Bar Examination for officers of the Sri Lanka Administrative Service will comprise the following subjects :

- (1) Law
- (2) Administration
- (3) (a) Economics : or
(b) Sociology :
- (4) English

Scheme of Examinations

(1) Law (consist of 3 papers)

Syllabus :-

Subject No. 01 - Constitutional Law and Administrative Law

- (i) The Structure of the Constitution of Sri Lanka with historical development and the second Republic Constitution.
- (ii) The Executive, President of the Republic, Cabinet of Ministers and the Prime Minister, Central Government Department and the 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.

Subject No. 02 - The Legal System of Sri Lanka

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

Subject No. 03 - Criminal Law and Evidence Law

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

Note.—A candidate will be required to obtain 35% in each paper and an average of 40%.

(2) Subject No. 05 - Administration ; One paper based on following :

- (i) Office and field organization and methods ;
- (ii) 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.

Note.—A candidate will be required to obtain 40 percent.

(3) (a) Subject No. 06 - Economics - One paper based on the following :-

- (i) Principles of economic with special reference to the theories of Value, Production and Distribution
- (ii) Money, Production and Distribution ;
- (iii) Economic Structure of Sri Lanka

Note.—A candidate will be required to obtain 40%.

(b) Subject No. 07- Sociology - One paper based on the following (with special reference to Sri Lanka)

- (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 differentiation ;
- (vi) Social Control ;
- (vii) Culture, religion, morals and values;

Note : A candidate will be required to obtain 40%.

(2) Subject No. 08 - English

Content

Listening and Speaking Skills

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

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

English Grammar

A suitable level of proficiency on the following forms of grammar in the spoken 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

Writing Skills

The Knowledge on the modern formats and styles of writing in 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

Reading Skills

Candidates 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 will be required to obtain 40%.

Appendix "D"

Sri Lanka Administrative Service

The Second Efficiency Bar Examination for officers of the Sri Lanka Administrative Service will comprise the following subjects;

- (1) Economics and Social Policy (with special reference to Sri Lanka),
- (2) The Process for Development Administration (with special reference to Sri Lanka),
- (3) Management and Organization,
- (4) Public Sector Financial Management.

SYLLABUS

- (1) Subject No. 20 - **Economic and Social Policy** (with special reference to Sri Lanka)
One paper based on the factors which influence the formulation of economic and social policy in Sri Lanka. The application of the principles of Economics and Sociology in the recent economical, social and political history of Sri Lanka.

Note: A candidate will be required to obtain 40%.

- (2) Subject No. 21 - **The process of Development Administration** (with special reference to Sri Lanka) One paper based on the Institution of development administration, their working and their inter - relationships with special reference to -

- (a) The Machinery of Government in Sri Lanka.
- (b) The constitutional background of the machinery of Government in Sri Lanka.
- (c) Provincial Councils and Local Government.
- (d) People's Organizations.
- (e) Public Corporations.

Note: A candidate will be required to obtain 40%.

- (3) Subject No. 22 - **Management and Organization**; One paper based on -
the principles of management and organization;
the application of these principles to problems and issues in the public sector modern tools and techniques of management.

Note: A candidate will be required to obtain 40%.

- (4) Subject No. 23 - **Public Sector Financial Management** - One paper based on following.

- (a) 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
Meaning 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 Expenditure
Committee on Public Enterprises

- (b) Appointment of Accounting Officer, Chief Accounting Officers and Revenue Accounting Officers and their Powers Function
- (c) Internal Audit
- (d) Public Expenditure Planning and Management :
Identification of Organizational Objectives and Functions
Identification of Government Policies, Goals Targets and the Work Programmes
Planning and Appraisal of Development Projects and Programmes and Prioritization of them
Formulation and Finalization of Annual Estimates of Revenue and Expenditure
- (e) Variations of Approved Estimates of Expenditure
Application of Virement Procedure
Management of Public Sector Cadres and Salaries
Total Cost Estimates and Revisions
Supplementary Estimates
- (f) Losses and Waivers of Govt. Properties
- (g) Miscellaneous Accounting Matters
- (h) Delegation of Functions for Financial Control
- (i) Custody of Public Money and Bank Accounts Procedure
- (j) Govt. Procurement Procedure
Procurement of Goods, Services and Works
Composition, Appointment, Powers and Functions of Tender Boards and Technical Evaluation Committees
Tender Evaluation Procedure
Management of Donor Funded Projects.

Note - A candidate will be required to obtain 40%.

Appendix "B"

SRI LANKA ACCOUNTANT'S SERVICE

First Efficiency Bar Examination

The First Efficiency Bar Examination will comprise of 4 papers of 3 hours each in the following subjects:

Government Financial Procedure:
Law and Management:
Administration:
Report writing and Presenting Information to management.

Officers may take up the subject of the First Efficiency Bar Examination on one and the same occasion or on separate occasions if they so desire.

Candidates will be required to obtain 40 percent in each paper for a pass.

SYLLABUS:-

(1) Government Financial Procedures:- Candidates will be tested on the application of the Government Financial Regulations and Treasury Circulars in respect to Government transaction, financial regulations/procedures as they relate to revenue, expenditure, foreign

aid, annual and supplementary estimate, public debt, procurements, tenders imprests and advances, financial sanctions, the accounts of the island, functional and economic classification, programme and performance budget, functions of the Minister of Finance the General Treasury the Planning Ministry, the Secretaries, the Auditor-General and the Public Accounts Committee.

LAW AND MANAGEMENT

Law:

Definition of Law,
Legal systems in Sri Lanka,
Court system in Sri Lanka,
Law of Contracts,
Law of agency,
Sale of goods,
Hire purchase,
Negotiable instruments,
Guarantee,
Insurance

Management :

Introduction to management,
Functions and skills of managers,
Planning process and setting organizational levels,
Organizations Structure,
Management of human resources,
Performance evaluation,
Promotion,
Motivation,
Leadership,
Communication,
Decision making,
Problem solving,
Management of change,
Managing conflicts,
Managing time,
Quality circles and productivity,
Management ethics and responsibility

Administration:- Candidates will be tested on provisions in the Establishment Code Part I and Part II.

Report Writing and Presenting Information to Management;

Importance of timeliness, accuracy, completeness and relevance in relation to management information,
Dealing with reference materials,
Periodic and ad-hoc reports,
Writing minutes and reports of meetings,
Structure of Management reports,
Significant results to be highlighted,
Interpretation of results,
Suggestions to variations,
Use of statistical methods in analyzing data,
Performance comparison,
Use of ratios, percentages in management reports,
Diagrammatic representations,
Listening to professional talks and lectures,
Reporting lectures in speech,
Panel discussions,
Seminar skills,
Delivering a speech,

Appendix "D"

The 2nd Efficiency Bar Examination for officers of the Sri Lanka Accountant's Service will comprise the following subjects:-

- (1) Management Accounting
- (2) Public Finance Management
- (3) Management and Organization

Officers may take up the subjects of the 2nd efficiency bar examination on one and the same occasion or on separate occasions as they so desire. A candidate will be required to obtain minimum of 40 percent of the marks for a pass.

Scheme of Examination

- (1) Management Accounting - A paper of 3 hour duration.

Syllabus :- Control theory in accounting feed back, open and closed loop systems. Types of standard costs ideal basic and correct.

Principles and practice of setting performance standards and value standards revision of standard, consideration of the learning curve and motivation. The analysis significance presentation and investigation of variances and sub-variances, behavioral aspects of control accounting. The budgeting concept, the administration of budgetary control, the budget manual, fixed and flexible budgets, master and subsidiary budgets, budget centers, management participation in budget preparation, involvement and motivation, The Budget period and identification of the principal budget factor.

- (2) **Public Financial Management** :- A paper of 3 hours duration. Selection of question will not be allowed.

Role of Government Accountant : Constitutional and legal framework of public finance, Institutional framework, Central Government, Government Corporaion, Local Authorities, Co-operative Movement etc.

Parliamentary Control Functions of Treasury, Planning Ministry, Estimates Committee, Auditor General, Public Account Committee, Consolidated Fund, Problems of Parliamentary Control.

The Financial Cycle, Planning, Programming Budgeting, Funding Authorization, Accounting, Reporting, Evaluation and Audit.

Project appraisal, application of shadow prices and statistical data, determination of pay off metric and expected value, cost benefit analysis, discounted cash flow, internal rate of return, ranking of project, economic financial and managerial aspects of projects formulation and appraisal, effective project presentation.

Programming Techniques, applications of network - analysis assignment of resources, transportation, problem, replacement of assets that degenerate with use or passage of time and those which do not but which fall after certain amount of use of time.

Performance budget installation of basic methods, measurement of performance, kind of measure, selecting unit and rooms, systems of measurement and performance analysis.

Performance budget, programme structure, Classification by functions, programmes activities projects and objects of expenditure.

Financial controls Accountability, Internal control and Financial Regulation, Internal Audit, Efficiency Audit, Management Audit.

Pricing in Public Enterprises.

Financial control of Government, commercial enterprises, budgeting management, reporting interpretation of account, the use of financial ratios.

Design and content of accounts and reports of Government and Public undertakings.

Note :-A Candidate will be required to obtain minimum of 40 percent of the total marks for a pass.

- (3) Management and Organization :- A paper of 3 hours duration.

The questions in this subject will be designed to assess the candidate's grasp of the principles of management and organization.

Appendix "E"

Sinhala

The Test in Sinhala will consist of a Written and on oral part.

The written paper will be of two hours duration and will contain question on :

- (i) Grammer,
- (ii) Translation into English of petitions or reports from Headmen or Grama Seva Niladharis' written in different running hands.
- (iii) Traslation into Sinhala from an Official paper of document in English.

The Oral Test will consist of the following :

- (a) Dictation of Official material from English into Sinhala so that the passage can be understood and taken down or written by a Sinhalese,
- (ii) Reading of a petition in Sinhala,
- (iii) Conversation and Interpretation :— The purpose of the test will be assess the candidates' power of understanding Sinhala of different classes and of making himself understood both in common conversation and in the usual course of official business.

A candidate is required to obtain 40% marks for each section of the written and oral subject for a pass.

Tamil

The Test in Tamil will consist of a Written and an Oral part.

The written paper which will be of two hours duration and will contain question on :

- (b) Grammer
- (ii) Translation into English of petitions or reports from Headmen or Grama Seva Niladharis written in different running hands.
- (iii) Translation into Tamil from an Official paper or document in English.

The Oral Test will consist of the following :

- (c) Dictation of Official material from English into Tamil so that the passage can be understood and taken down or written by a Tamil
- (ii) Reading of a Tamil petition.
- (iii) Conversation and Interpretation :-The purpose of the test will be to assess the candidates' power of understanding Tamil of different classes and of making himself understood both in common conversation and in the usual course of official business.

Note.-A candidate is required to obtain 40% marks for each section of written and oral subject for a pass.

English

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

Part A

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

During the last war our contry I (be) a British Colony 2 (take) a full part in the war effort. Consequently our tea, rubber and coconut 3 (ship) to Britain at very favouarble prices and the foreign exchange We (4) (earn) 5 (accumulate) as assets. Again during the Korean war in the early fifties our products 6 (fetch) good prices and we 7 (not have) any exchange problem. However, political independence 8 (not given rise) to any effort to 9 (build up) our economy we 10 (be) a nation of consumers goods which 11

(Squander) our foreign exchange on consumer goods which 12 (can produce) locally and incidentally diversified our economy. Over the last decade we 13 (begin) to feel the pinch when our primary products 14 (fail) to command good prices in the world market while our requirements of food both rice and subsidiary food stuffs 15 (rise) in price.

(a) Fill in the blanks with the correct preposition (where necessary)

As Assistant Secretary 16 charge 17 subjects, it was my duty to convene groups of officers dealing 18 different aspects of development work in the Ministry 19 time to time. They discussed 20 various problems that they confronted and which they could not cope 21 on their own. We were thus able to share our experience 22 each other and make concrete proposals 23 the Secretary every month. He in turn put 24 his own plans for discussion 25 these meetings.

(b) Underline the correct letters given within brackets that would complete the spelling of the following words :

26. har ment (rass/as/ass)
27. ember (rass/as/ass)
28. tol (arreance/erance/erence)
29. Par arian (liament/limen/liment)
30. bal ing (let/lat/lot)
31. itin (erary/arary/erarie)
32. Pers (everanc/everence/ewerence)
33. bour (geoise/joursie/juwarsy)
34. prolet (ariet/ariat/eriyat)
35. com ate (memorr/emor/memor)

(c) In each of the following statements underline the correct word within brackets :-

36. The inventory was checked by the Board of (Surveillance/Survey/Surveyors)
37. At the enquiry I had to be satisfied that the accused officer has (contradicted/contravened/contaminated) the regulations.
38. Every receipt should have a (counterfoil/counterfeit/counterpane) for the purpose of audit.
39. There was a possibility that the prosecution had (fabricated/fumigated/promulgate) the evidence.
40. (Discrete/Discretionary/Discriminatory) power was given to the Head of the Department under the relevant Act.
41. The Police Party had (laid/lie/lain) in ambush until the bribe taker arrived.
42. The entire staff turned upon (facilitate/infiltrate/felicitate) the watcher on his retirement.
43. In times of national crisis we must avoid (luxuriant/luxurious) habits.
44. Martial music was played over the radio during height of the battle to keep up the (moral/morale/morals) of the people.
45. Candidates are advised to use (Stationary/Stationery) sparingly owing to the acute paper shortage.

(e) Underline the correct phrase in the brackets that means the same as the word or phrase underlined in each sentence :-

46. In good management the boss should, support his staff in their work (back out/back up/back away).
47. The sales and replacement of stock amounted to over Rs. 5,000 (turn out/turn up/turn away)
48. We were warned at the start not to let out work get into arrears (set out/out set).
49. The younger son wasted his farther's wealth in a few years (ran over/ran through)
50. I wanted to see the film, but the queue deterred me from going (put away/put off)

Part B

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

Most modern political ideals such, for example, as justice, liberty, constitutional government, and respect for the law or at least the definitions of them, began with the reflection of Greek thinkers upon the institutions of City State, But in the long history of political

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

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

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

51. Athens is significant for the students of Greek political thought mainly because :-

- (a) It was the most powerful of the Greek City- States ;
- (b) Its ideals had been carefully studied by the Greeks themselves ;
- (c) It had the most ideal form of Government ;
- (d) it is the best known of the Greek City - States ;

52. Greek political thought was concerned with problems :-

- (a) Entirely unrelated to,
- (b) identical with,
- (c) different from analogous but to,

53. The moral and religious basis of Greek political idea is :-

- (a) very similar to modern moral and religious ideas :-
- (b) unknown ;
- (c) very different from modern moral and religious ideas.

54. It is:-

- (a) easy,
 - (b) not at all easy,
 - (c) impossible,
- for a modern man to imagine what life was like in a Greek City-State.

55. In comparison with the ancient Greek City States are:-

- (a) very large,
- (b) very small,
- (c) about the same size.

56. The population of an ancient Greek City States was:-

- (a) much less than 300,000
- (b) over 3 million,
- (c) just over 300,000

57. The City-State of Athens Comprises:-

- (a) a small territory governed by a singly city,
- (b) a large territory governed by a number of cities,
- (c) a small territory with village councils,
- (d) a large territory with a decentralised administration.

58. At different times in the history of the world people:-

- (a) have thought in basically the same way,
- (b) have thought in different ways,
- (c) have contradicted the views of people of the previous generation.

59. Details of political theory are derived from Greek Political thought:-

- (a) because the Greek City States was very similar to modern states,
- (b) in spite of Greek City State being very different from modern States,
- (c) because modern political theorists are students of Greek Philosophy.

60. The meaning of political ideal at the particular moment in European History since the time of the Greeks can be defined only be:-

- (a) relating it to its context,
- (b) tracing it back to its original meaning among the Greeks,
- (c) investigating the meaning of the Greek word for it,
- (d) taking into account only those features in it which have persisted throughout its history.

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

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

Either

62. Write a letter to the Head of an Educational Institute in an English speaking country, setting out the following information in an orderly manner :-

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

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

Sri Lanka Engineering Service, Sri Lanka Architecture's Service and Sri Lanka Scientific Service

(1) Subject No. 04

Syllabus:-

- (a) The Financial Regulations of the Government of Sri Lanka Part 1 (Except Chapter X)
- (b) The Estimates of the Current Year e. g. - Their Arrangement the Heads of Revenue; The Finance and Appropriation Acts;

Note:- A Candidate will be required to obtain 40 percent of the total marks for a pass.

(2) Subject No. 05

Refer Subject No. 05 under the Sri Lanka Administrative Service EB1

Official use only

Efficiency Bar Examination and Second Language Examination for Officers of the Sri Lanka Administrative Service, Sri Lanka Accountants' Service, Sri Lanka Scientific Service, Sri Lanka Engineering Service, Sri Lanka Police Service and Sri Lanka Architecture's Service – 2008

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10

(The envelope should bear the name of the examination on the top left-hand corner).

01. (a) Last name with initials :———. (In Sinhala/Tamil)
(b) Last name with initials :———. (In English block letters) Ex: Sunil, A. B.

02. Postal Address (for dispatch of admission card) :———. (In English block letters)

03. Name of the Examination :———. *Note : vide 4B before completing this.*

04. (i) The Service to which the officer belongs :———.
- (ii) Date of appointment to that service : ———.

Date _____

Month

Year

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05. Subject offered (to be clearly stated) with the subject number as indicated in the first paragraph of the notification.

- (i) Subject No.
- (ii) Subject No.
- (iii) Subject No.
- (iv) Subject No.
- (v) Subject No.
- (vi) Subject No.
- (vii) Subject No.

06. Date of Birth :

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

07. National Identity Card No.:

[illegible]

08. Designation :_____.
Name of Department :_____.
09. The service to which he belongs, if the officer is in Administrative Service, the date on which he was appointed to such service :_____.
10. If the Officer is not in the Administrative Service to which service he belongs :_____.
11. If the Officer is in the Administrative Service the examination for which he is applying :
(Delete whichever is inapplicable)
(a) First Efficiency Bar Examination (A)
(b) Second Efficiency Bar Examination (B)
(c) Second Language Examination (C)
12. If the Officer is not in the Administrative Service the examination for which he is applying :
(Delete whichever is inapplicable)
13. State whether you have sat this examination previously in whole or in part :_____.
If so state subject and give year and month :

<i>Examination</i>	<i>Subject</i>	<i>Year</i>	<i>Month</i>

I, declare that the above particulars are correct and that I am entitled to sit this examination in the language medium indicated at Para. 4 above.

I, also declare that the stamps affixed to this application are valid and unused before cancellation by me. Further to that, candidates should be bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination.

14. Fees paid Rs :

Cage of Stamps

_____,
Signature of Candidate.

Date :_____.

Commissioner General of Examinations,
Forwarded -

I certify that the above mentioned candidates Mr./Mrs./Miss, who is eligible to sit for the examination in the requested medium as, indicated in the paragraph 04.

I attest the candidate's signature.

_____,
Signature of Head of the Department and Designation.

Date :_____.

MINISTRY OF TRADE, MARKETING DEVELOPMENT, CO-OPERATIVES AND CONSUMER SERVICES

Department of Measurement Units, Standards and Services – 2008

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POSTS OF INSPECTORS OF MEASUREMENT SERVICES AND DEVICES IN THE DEPARTMENT OF MEASUREMENT UNITS STANDARDS AND SERVICES - 2008.

APPLICATIONS are invited for the Post of Inspectors of Measurement Services and Devices of Technical Service Grade II B in the Department of Measurement Units, Standards and Services. Applications prepared according to the specimen appended to this notification should be sent by registered post to reach Commissioner General of Examinations, Organization and Foreign Examination Branch, Department of Examinations, Palawatta, Battaramulla on or before 20.06.2008.

“Post of Inspectors of Measurement Services and Devices” should be written on the top left hand corner of the envelope containing the application.

01. *Conditions of employment :*

- (1) This post is permanent and pensionable. Contributions shall be made to the Widows/Widowers and Orphans Pension Fund.
- (2) The appointment will be on probation for a period of three years from the date of appointment.
- (3) In accordance with the Public Administration Circular No. 07/2007, proficiency in official language shall be acquired within the specified period.

02. *Salary and Allowances :*

Training Grade :

1st Year - Rs. 12,920 monthly allowance;
2nd Year - Rs. 13,040 monthly allowance.

Salary Scale (monthly) applicable to the post (in terms of P.A. Circular No. 6/2006(iv)).

Inspectors of Measurement Services and Devices (MT2-2006-A)
14,570—10 x 170 — 11 x 180 — 6 x 240 — 14 x 320 — Rs. 24,170

1st efficiency bar should be completed before reaching 3rd salary step of the salary scale and 2nd efficiency bar shall be complete before reaching the 3rd salary scale after been appointed to Grade II A.

03. *Educational Qualifications :*

Passed the G.C.E. Advance Level Examination in the three science subjects including Physics and Pure Mathematics/Applied Mathematics from Pure Mathematics, Applied Mathematics, Physics, Chemistry, Zoology, Botany, Agriculture in one sitting;

or

Passed the G.C.E. Advance Level Examination in the three Science subjects including Physics and Higher Mathematics/Combined Mathematics from Higher Mathematics, Combined Mathematics, Physics, Chemistry, Bio-Science, Agriculture in one sitting;

and

Passed the G.C.E. Ordinary Level Examination in six science subjects in not more than two sittings with Credit passes in Language or Literature, Mathematics, Science and one other subject.

04. *Other Qualifications :*

- (1) Should be a citizen of Sri Lanka;
- (2) Should be between 18 and 45 years of age as at the closing date of applications;
(The upper age limit will not apply to applicants who are in the Public Service);
- (3) Should be physically sound and of good moral character.

05. *Method of recruitment :*

The candidates who have fulfilled the above qualifications should pass an open competitive examination conducted by the Department of examination. 40 marks or more should be obtained in each subject. Candidates who score the Highest marks will be invited for an interview and qualifications will be examined. No marks will be given at the interview. Candidates who have fulfilled the qualifications and scored the highest marks from the two subjects are admitted to training grade.

After successful completion of two years theoretical and practical training candidates are qualified to obtain "certificate of competence" which is offered by Department Head and to appoint to class II B which is the recruitment class.

06. This examination will be conducted in the under mentioned towns. Candidates should select the closest town as their center of examination. Candidate should select the town and town number from the following and fill the application accordingly.

<i>Town</i>	<i>Town No.</i>
Colombo	01
Gampaha	02
Kalutara	03
Matale	04
Kandy	05
Nuwara Eliya	06
Galle	07
Matara	08
Hambantota	09
Jaffna	10
Mannar	11
Mulathive	12
Vavuniya	13
Trincomalee	14
Batticaloa	15
Ampara	16
Puttalama	17
Kurunegala	18
Anuradhapura	19
Polonnaruwa	20
Badulla	21
Monaragala	22
Kegalla	23
Rathnapura	24
Kilinochchiya	25

07. *Open Examination :*

- (i) The examination will be held in the language of Sinhala, Tamil and English. Every candidate should appear for the examination in the mediums he has applied for. He will not be allowed to change the medium of examination under any circumstance.

- (ii) Examination will consist of two papers.-

(1) *Intelligence Question Paper :*

Time 03 hours. Total marks - 100. This paper consists of objective question so as to make an assessment of the candidate on power of logical reasoning and ability to draw sound and inferences.

(2) *Technological Question Paper :*

Time 03 hours. Total marks - 100. This paper consists of objective question so as to make an assessment of knowledge in measurement of physical qualities and physics practical up to G.C.E. (A/L).

08. The applicant should fill the application by his/her own hand writing according to the following format. Item No. 1 to 8 shall be on the 1st page and remaining on the 2nd page. Applications which do not comply with the specimen application form and which are not complete will be rejected without notification. It will be useful if you could retain copies of application form. Applicants who prepare the application in Sinhala or Tamil should write the heading in English in addition to Sinhala/Tamil.

09. Those who are already in the public service/provincial public service should forward their applications through head of the respective institutions.
10. A paper advertisement will be published by the department of examination immediately after releasing the admission card to the candidates. Candidates who are do not receive admission card even after 2 or 3 days of the paper advertisement should inform the Department of Examination in accordance with paper advertisement. The following information should be sent to the examination department. Certified copies of application and bank receipt, cash receipt and the register post receipt, a fax number to fax the admission card, if candidate reside out of Colombo.
11. Examination fee is Rs. 300.00. This fee should be debited to Account Number "0000407320" in Thimbirigasyaya Branch, Bank of Ceylon. The examination fee or apart of paid for the examination will not be refunded under any circumstances. It will be useful to retain photocopies of the bank receipt and the receipt shall be affixed to the relevant cage of the application so as to be undetachable.
12. A candidate will be required to prove his/her Identity at the examination hall to the satisfaction of the supervisor and for this purpose only the National Identity Card or Valid Pass Port will be accepted. Admission to the competitive examination does not necessarily constitute acceptance of eligibility for the examination. All candidates are subjected to the rules made by Commissioner of Examination. Candidates who violate rules and regulations are liable to punishment imposed by Commissioner of examination.

Specimen Application Form

For office use only

Open competitive examination for Recruitment to the Posts of Inspectors of Measurement Services in the Department of Measurement Units Standards and Services — 2008

Medium of Examination :

Sinhala-2, Tamil-3 and English-4

(Indicate the relevant number in the cage)

Town and the Town Number where you wish to sit the examination.

(as paragraph 06 of the *Gazette Notification*)

Town

Town number

1. Name with initials, in block letters : _____.

Ex : *Nimal, A.B.*

2. Name denoted by initials in block letters : _____.

3. Full name : _____.

(in Sinhala/Tamil)

4. Permanent address in English capital letters : (admission cards will be sent to this address) : _____.

5. Gender :

(Male-0, Female-1) Indicate the relevant number in the cage

6. Civil status :

(Unmarried -1, Married -2)

(Indicate the relevant number in the cage)

7. Ethnic group :

(Sinhalese-1, Tamil-2, Indian Tamil-3, Muslim-4, Other- (Indicate the relevant number in the cage)

8. National Identity Card Number :

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9. (a) Date of birth :

Year

--	--	--	--

 Month

--	--

 Date

--	--

(b) Age as at the closing date of application :

Years

--	--	--	--

 Months

--	--

 Days

--	--

10. Are you a citizen of Sri Lanka by descent or by registration : _____.
(If by registration provide details)

11. Educational/Professional qualifications :

11.1 G.C.E. (Ordinary Level) Examination :

Year passed : _____.

Index Number : _____.

Subject

Grade

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	

11.2 G.C.E. (Advanced Level) Examination :

Year passed : _____.

Index No. : _____.

Subject

Grade

1.	
2.	
3.	
4.	

11.3 Other Educational/Professional Qualification :

Subject

Institute

Date

1.		
2.		
3.		

12. Present employment and previous employments if any :

<i>Post</i>	<i>From</i>	<i>To</i>	<i>Annual salary</i>
1.			
2.			
3.			

13. Have you ever been dismissed from Government Service (if so provide details) : _____.

14. If you are a Government Officer, are there any disciplinary inquiries against you ? : _____.

15. Have you ever been convicted for any offence on Court of Law ? : _____.

16. Names, Addresses and Telephone Numbers of two non-relative referees :

1. _____, 2. _____.

17. Any other information : _____.

18. Bank at which examination fees were paid : _____.

Receipt Number : _____.

Date : _____.

Please affix the Receipt of Bank so as to be untouchable

I hereby certify that the particular furnished by me in this application are true and accurate. I am also fully aware that if any information contained herein are found false or incorrect before selection, I am liable to be disqualified and to instant dismissal from service without compensation if such discrepancy is detected after the appointment. I do hereby agree to abide all the rules and regulations imposed by Commissioner General of Examination.

Signature of the Candidate.

Date : _____.

Certificate of Head of Department if the applicants who are in the Public Service and the Provincial Public Service.

If he/she selected for the above post, he/she could be released/could not released from the present post.

Signature of Head of Department/Institution.
(Official Seal)

Date : _____.

**OPEN COMPETITIVE EXAMINATION FOR
RECRUITMENT TO THE POST OF COMMERCIAL
SUPERINTENDENT — RAILWAY DEPARTMENT**

APPLICATIONS are invited for the post of Commercial Superintendent in the Railway Department.

02. *Salary Scale*.—The new salary scale attached to the post in terms of Public Administration Circular No. 06/2006 is Rs. 36,755-16x1050 - Rs. 53,555. (SL-1-2006).

03. *Age Limit* : Every applicant should not be less than 35 years and not more than 45 years (the upper age limit will not apply in the case of officers who are in the Government Service.)

04. *Educational and other Qualifications* :

- (a) Should be a graduate of a recognised university. (Preferably with a degree in Economics); or

An Associate Member of the Institute of Transport, London.
and

10 years experience of having been responsible in charge of a Government or Commercial Establishment

and

knowledge of modern Transport service, working knowledge in Company Law and Commercial Statistics, Ability in organizing Methods to increase the revenue in railway transport, (Knowledge of modern advertising system Methods of Transportation and Public relation, will be an added Qualification).

or

- (b) Government Officers who have 05 years service in a staff post and not less than 15 years service in the Railway Department with a thorough knowledge of the Commercial branch.

05. *Method of Recruitment* :

Selection of suitable candidate will be on the result of in written examination in terms of the Public Administration Circular No : 15/90 candidates who score highest marks in the written examination will be called for a structural interview approved by the Public Service Commission. Marks will be awarded for special qualifications and the officers who score the highest marks will be recommended for appointment.

This examination consists of two question papers. The duration for each Question paper is three hours 100 marks will be awarded for each Question paper. To be eligible 50 marks should be obtained on each Question paper. Syllabus is as follows.

1. *Question paper* - Management and General Administration. Basic Management principles, office administration, *suppl.* matter, co-ordination principles, research & Techniques adopted in the transport field, Marketing management principles, Development, Distribution pricing new services & Human Resource Management.

2. *Question paper* - Basic principles of Transport & Accounts.

Rules relating to transport affairs, railway accounting system, commercial rules applicable to transport field.

06. *Terms of engagement* :

The post is permanent and pensionable. The selected candidates are required to contribute to the Widows' and Orphans' pension Scheme.

07. *Conditions of Service* :

- (a) Establishment Code Chapter 11 Sub Section 10 to 12 apply :
- (b) For the purpose of implementing official language policy of the Government as per P. A. Circular No. 35/89 and in accordance with the provision under Section 4 of the Constitution of the Democratic Socialist Republic of Sri Lanka, any person recruited on any two official languages or any other language medium should pass the prescribed proficiency, test within a period of three years. Also terms of P. A. Circular No. : 7/2007 an officer who has been appointed to a post on any one of the two languages is requested to acquire proficiency in the other official language within a period of five (5) years from the date of his appointment.
- (c) The recruited officer should acquire sufficient regulation (this will be tested orally or in writing) within twelve months from the date of appointment.
 - (i) Rules and Regulations relating to the operation of trains and commercial work, Railway Departmental Instructions (Administration) and Regulation, Establishment code Rules and Financial regulations ;
 - (ii) Transport Rules and Regulations governing the operation of Omnibus & Lorry Transport Service in the Island.

08. *Mode of Application* :

- (i) Applications should conform to the specimen form given in this notification ;
- (ii) Applicants who are in Government/Co-operation and Provincial Public Service should forward their applications through the Heads of their Institutions. In forwarding such application the Head of Department should certify that the particulars given in the application are true and correct. They must however inform direct to the Secretary, Ministry of Transport at least on or before the closing date of the application.
- (iii) Duly prepared application form should be sent under registered cover to reach "Secretary, Ministry of Transport, D. R. Wijewardana Mawatha, Colombo 10" on or before the closing date of application on the top left hand corner of the envelope containing application should written "Application for the competitive examination for recruitment to the post of commercial Superintendent"

Date of acceptance of applications :

Local Application	16.06.2008
Oveseas Application	30.06.2008

- (iv) Applications which do not conform to the *Gazette* Notification or incomplete or received late will be rejected without prior notice.
- (v) Applications and connected documents should be sent to the Secretary, Ministry of Transport and should not be addressed personally to any officer.

Note :

- (i) No allegation that on application form or a letter connected there to has been lost or delay in the post will not be considered. Those candidates who delay their applications until the last will do at their own risk.
- (ii) Overseas candidates could obtain the printed application form from the Sri Lanka Representative abroad. Applicants may at their discretion hand over their application within the prescribed time to the office of the Sri Lanka Representative in the country of their residence or nearest to the country for transmission to the Secretary, Ministry of Transport.
- (iii) Sri Lanka Officers recruited abroad for appointment under the Government of Sri Lanka will be required to present themselves for examination before approved Medical practitioners with a view to ascertaining whether they are physically fit for service. The fee for each examination as well as the cost of their passage shall be borne by the officers themselves.

09. Reference is invited to the general conditions applicable to appointments to posts in the Public Service published in the beginning part I Section II (a) of the *Gazette* II.

10. Examination fee :

A non-refundable fee of Rs. 250 will be levied for the examination. This amount can be paid by money order written in favour of General Manager, Railways, indicating paying office as Maradana (01000) and the money order should be attached to the application and no photostat copy of same should be attached.

Secretary,
Ministry of Transport.

Ministry of Transport,
Colombo 10,
07th March, 2008.

SPECIMEN APPLICATION FORM

**POST OF COMMERCIAL SUPERINTENDENT
DEPARTMENT OF RAILWAYS**

01. Full Name :_____.
02. Postal Address :_____.
03. (i) Date of Birth :_____.
- (ii) Age as on Closing date of Application;
Years :_____. Months:_____. Days :_____.
04. Nationality (Indicate Whether a Sri Lankan) :_____.

05. Whether Married or Single :_____.
06. Educational and Professional Qualifications and or Experience :
(Details of all degrees obtained, distinctions and professional experiences gained with dates and if there is any class the subjects offered-language medium and the names of relevant institutes should be indicated)
- 07 Particulars of Employment since leaving school and or details of Training followed (institutional period) and reasons for leaving should be given.
08. Present Employment :_____.
09. Names of Persons Issued Character Certificate :_____.
10. Other Qualifications :_____.
11. Applicant's Certificate :_____.

I do hereby certify that the particulars furnished in this application are true and correct. I am also aware that of any particulars contained herein are found to be false or incorrect, I am liable to disqualification before requition, and to dismissed without any compensation if the inaccuracy is detected after the appointment I personally bear any lones could therein. Money order No : _____ obtained after making payment of Rs. 250 is attached here to.

12. Employer's Certificate :

I recommend and forward herewith the application of Mr. employee of this office. No disciplinary action is pending against him. His work, conduct and attendance are satisfactory/unsatisfactory. I certify that this applicant could/could not be released from this institution, if recruited.

Signature of Head of Department,
Designation.
(Official seal.)

12. Certificate of Signature :

I certify that the applicant Mr. has been known to me very well and that he placed his signature before me.

Signature of applicant.

Date :_____.
Signature of person certifying.
Date :_____.
Designation :_____.
Address :_____.
(Please use the official seal)

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