

N.B.—Part I:III and III of the *Gazette* No. 1,838 of 22.11.2013 were not published.

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

අංක 1,839 - 2013 නොවැම්බර් 29 වැනි සිකුරාදා - 2013.11.29  
No. 1,839 – FRIDAY, NOVEMBER 29, 2013

(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 the Notification appearing in the 1st week of every month, regarding the latest dates and times of acceptance of Notices for publication in the weekly *Gazettes*, at the end of every weekly *Gazette* of Democratic Socialist Republic of Sri Lanka.

All Notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, Corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after three months from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 20th December, 2013 should reach Government Press on or before 12.00 noon on 06th December, 2013.

#### Electronic Transactions Act, No. 19 of 2006 - Section 9

*“Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the Gazette, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the Gazette.”*

P. H. L. V. DE SILVA,  
Acting Government Printer.

Department of Government Printing,  
Colombo 08,  
01st January, 2013.

This Gazette can be downloaded from [www.documents.gov.lk](http://www.documents.gov.lk)



### 1. General Qualifications required :

1:1 Every applicant must furnish satisfactory proof that he is a Sri Lankan. A "Sri Lankan" is a citizen of Sri Lanka by descent or by registration as defined in the Sri Lanka Citizenship Act.

1:2 A candidate for any post for which the minimum educational qualification prescribed is a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass either in Sinhala language or Tamil language obtained, as the case may be, at the Senior School Certificate Examination or its equivalent if he is either a Sinhalese educated in Sinhala Medium or if he is a Tamil educated in Tamil Medium (This requirement will not apply to those who are in the public service from a date prior to January 01, 1961, and who seek appointments to other posts in the public service).

1:3 Application from the "New Entrants" Public Officers, who are not either Sinhala or Tamil educated, whose probationary trial appointments have been terminated for failure to pass the prescribed official language proficiency tests will not be entertained unless they have obtained the qualifications which could entitle them to seek exemptions from the highest proficiency test prescribed for the post.

### 2. Conditions of Service-General :

2:1 All officers in the Public Service will be subject to the Financial Regulations, the Establishments Code, Departmental Orders or Regulations and any other Orders or Regulations that may be issued by the Governments from time to time.

2:2 A Public officer may be required to furnish security in terms of the Public Officers (Security) Ordinance, in such sum and in such manner as the secretary to the Ministry concerned may determine.

2:3 A Public Officer may be called upon to serve in any part of the Island.

### 3. Conditions of Service applicable to Public Officers holding permanent appointments:

3:1 In addition to the conditions referred to in Section 2 above Public Officer holding permanent appointments will be subject to the following further conditions:

3:1:1 All appointments will be on probation for a period of 3 years unless a longer period is considered necessary in respect of any post. Any appointment may be terminated at any time during the period of probation without a reason being assigned.

3:1:2 All public officers are required to conform to the provisions of the Chapter IV of the Constitution of the Democratic Socialist Republic of Sri Lanka and any other laws, regulations or rules that may be made from time to time to give effect to the Language Policy of the Government.

3:1:3 All Public officers who have not entered the Public Service either in Sinhala Medium or in Tamil Medium are required to acquire a working knowledge in one of the official languages.

3:1:4 Confirmation at the expiry of the period of probation of an officer who entered the Public Service in a medium other than Sinhala or Tamil will depend, inter alia, on the passing of the Grade I Proficiency Test in one of the Official Languages within one year; Grade II Proficiency Test within two years, and Grade III Proficiency Test (where applicable) within three years from the date of appointment.

Failure to pass a test within the prescribed period will result in the suspension of increments. Suspension will be converted to a stoppage if the test is not passed within a further period of six months beyond the prescribed period such stoppage operating until the test is passed or until such time as the provisions of Section 3:1:6 below apply.

3:1:5 Such officers should, on receiving appointment, be given facilities on full pay, for a period of 6 months to obtain proficiency in one of the official languages. He will thereafter, be required to sit the relevant proficiency examination and if he does not pass he will be given the opportunity to pass the examination within a period of 2 years immediately after the period of 6 months on full pay, while he performs his normal duties.

3:1:6 If he fails to pass the examination in this prescribed period of 2 1/2 years his services will be terminated.

3:1:7 A Public Officer already confirmed in permanent post in the Public Service will not normally be required to serve the period of probation on being appointed to another permanent post in the Public Service. Such Officers may in the first instance be appointed to act in

the new post for a specified period with a view to testing him in his new post.

3:1:8 Selected candidates (Other than those already holding permanent or temporary appointments in the Public Service) who have already been medically examined will be required to undergo a medical examination by a Government Medical Officer to test their physical fitness to serve in any part of the Island.

### 4. Terms of Engagement :

4:1 Public officers appointed to permanent and pensionable posts should contribute to the 'Widows and Orphans' Pension Scheme from their salary an amount equivalent to the percentage the Government requires to recover from their salary.

4:2 Public officers appointed to permanent or temporary posts on Provident Fund basis will be required to contribute 6% of their consolidated salary to the Public Service Provident Fund. The Government will contribute as its share of contributions an amount equal to 150% of the compulsory contributions credited to the fund at the close of the Financial Year.

4:3 Officers who hold pensionable appointments in the Public Service and who are released for appointments to pensionable posts in the Local Government Service and those officers in the Local Government Service who hold pensionable appointments and who are released for appointments to pensionable posts in the Public Service will be allowed pensionability in their posts in the Local Government Service and Public Service respectively.

4:4 Regular Force personnel in the Army, Navy and Air Force who are released for appointments to posts in the Public Service which are pensionable under the Minutes on Pension will be allowed pensionability in their posts in the Public Service. Notwithstanding anything to the contrary in these Minutes the unforfeited full pay service of any member of the Armed Forces who is released to accept an appointment as a Public Officer in a post which has been declared to be pensionable under these Minutes shall be reckoned for the purpose of any pension or gratuity payable under these Minutes.

### 5. Serving Officers in the Public Service :

5:1 Applications from officers of the Public Service who possess all the necessary qualifications must be forwarded through the Heads of their respective Departments. In the case of applications from Public Officers holding post in the permanent establishment in the Public Service, Heads of Departments in forwarding such applications should state whether the applicants could be released or not to take up the new appointment, if selected.

5:2 Candidates may be required to present themselves for interview at an appointed time and place. No travelling or other expenses will be paid in this connection.

5:3 Anyone desiring to recommend a candidate should do so by giving a testimonial. Any form of canvassing or any attempt to influence the selection of a candidate will disqualify such candidates.

5:4 Any statement in the application which is found to be incorrect will render the applicant liable to disqualification if the inaccuracy is discovered before the selection and to dismissal if discovered after the selection.

5:5 Application not conforming in every respect with the requirements of the advertisement will be rejected.

### 6. Definition of Salary for the purpose of Eligibility

6:1 Salary for purposes of eligibility means only the consolidated salary and does not include any action salary, allowances etc.

### 7. New National Policy on Recruitment and Promotions :

Recruitment and Promotion in the Public Service, Provincial Public Service, Public Corporate Sector and Companies fully owned by the Government will be done in accordance with the policy laid down in the Public Administration Circulars No. 15/90 of 09.03.1990, 15/90 (I) of 25.03.1990 & 15/90 (II) of 15.06.1990 with effect from 01.01.1990 subject to amendments that will be done by subsequent Public Administration Circulars.

**Rules and Instructions for Candidates**

"All candidates are bound to act in conformity with the provisions of the Examinations Act, No. 25 of 1968."

All candidates are bound to abide by the rules given below. A candidate who violates any of these rules is liable to one or more of the following punishments at the discretion of the Commissioner of Examinations :—

- (i) Suspension from the whole or part of the examination or one subject or a part thereof ;
- (ii) Disqualification from one subject or from the whole examination ;
- (iii) Debarment from appearing for an examination for a period of one year or two years ;
- (iv) Debarment for life ;
- (v) Suspension of the certificate for a specified period ;
- (vi) Reporting the candidate's conduct to his Superiors or handing over the candidate to the Police or making a complaint to the Police over his action.

The Commissioner reserves himself the right to take action at any time before the Examination or at any stage of it or thereafter, and his decision shall be deemed final. In the case of examinations for recruitment to the Public Service, the decision of Commissioner of Examinations shall be subject to the Supervision of the Public Service Commission.

1. All candidates should conduct themselves in a quiet manner in and around the Examination Hall so as not to disturb or obstruct the Supervisor, his assistants or the other candidates. They should enter and leave the Examination Hall as quietly as possible.

2. Candidates should obey the Supervisor. Therefore, when the Examination is in progress and before the commencement of the Examination as well as immediately after the end of the Examination they should act in accordance with the instructions of the Supervisor and his assistants.

3. Under no circumstances whatsoever will a candidate be allowed into the Examination Hall after the lapse of half an hour after the commencement of a paper. No candidate will be permitted to leave the hall till after half an hour from the time of commencement of the paper. Candidates who come late for Practical and Oral Examinations are liable to be refused admission.

4. Every candidate should sit at the desk bearing his/her index number and not at any other desk. Unless with the permission of the supervisor no candidate should change his/her seat. The occupation of a seat other than the one assigned to him by a candidate is liable to be considered as an act with a dishonest intention.

5. Absolute silence should be maintained in the Examination Hall. A candidate is forbidden to speak to, communicate with or have dealings with any person within or outside the Examination Hall other than a member of the Examination Hall Staff. If there is an urgent need for a candidate to communicate with another, prior permission must be obtained from the supervisor.

6. A candidate's answer script is identified only by the Index Number and his/her name should not be written on the answer script. Another candidate's index number appearing on the answer script of a candidate is considered as an attempt to commit a dishonest act. Answer scripts bearing an index number that is difficult to decipher is liable to be rejected.

7. Candidates should write only on the paper provided and should not write anything on the blotting paper, question paper, desk or any other place. Non conformity with this rule could be taken as an act with dishonest intentions.

8. Any paper or answer book supplied should not be torn up, crushed, folded or erased. Each and every sheet of paper used for rough work should be tied up with the answer script. It should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination Hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

9. When answering questions in Mathematics the submission of correct answers with incorrect working or with no working at all and in art if the work of art is similar or very close in resemblance to that of another candidate in concept, in form or in execution it is liable to be considered as a dishonest act.

10. The removal of any paper or stationery supplied to candidates out of the Examination Hall is prohibited. All such material remains the property of the Commissioner of Examinations. Breach of this rule shall be liable to be considered an act with dishonest intention.

11. While in the Examination Hall a candidate should not have with him or near him any book, note book, pocket note book, exercise book, sheet of paper or pieces of paper other than the stationery supplied to him. Nor should any handbag, travelling bag or parcel other than the candidate's boxes of colours and boxes of instruments where necessary or any file cover, card board pad, folded newspapers, brown papers should be brought into the Examination Hall. Breach of this rule is a punishable act.

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to declare everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any another candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

14. A candidate will under no circumstance whatsoever be allowed to leave the Examination Hall even for a brief period during the course of the paper. However in an emergency if a candidate needs to leave the hall, he/she shall be allowed to do under the surveillance of the supervisor or his assistant. He/she shall be subject to search before leaving the hall as well as before re-entering it.

15. Impersonation while answering a paper or before the commencement of the Examination is a punishable offence. Tampering with identity cards, presenting false identity cards or tampering with someone's identity are also such offences. Candidates are warned not to commit such offences.

16. Assistance given to a candidate in a dishonest manner by a person who is not a candidate, is considered a serious offence.

**Candidates should adhere to the following instructions for their own safety :—**

(i) Be at the Examination Hall well in time. It is sufficient to be at the Examination Hall 10 or 15 minutes before the commencement of each paper. If you have any doubt as to the location of the Examination Hall, make inquiries on a day prior to the date of Examination and be sure of its location.

(ii) In case of any doubt regarding your entry for a paper or eligibility to sit a paper you should bring it to the notice of the Supervisor and get your doubts cleared. Failure to do so may result in your candidature for the subject being cancelled.

(iii) When appearing for the Examination, candidates should produce their identity cards at every paper they sit. If a candidate fails to produce identification documents at the Examination Hall, his candidature is liable to be cancelled. In case a candidate forgets to bring such documents into the Examination Hall, it should be brought to the notice of the Supervisor and arrangements should be made to produce them before the Examination concludes.

(iv) Standard stationery (i.e. writing paper, graph paper, ledger paper, precis paper) will be supplied. If you receive any stationery that is different from the kind generally distributed or distributed to the others it should be promptly brought to the notice of the supervisor. No paper other than those issued at the Examination Hall should be used for answering questions. Excess paper and other material should be left on the desk, in good condition. When log tables are supplied they should be used with care and left on the desk when you leave.

(v) Candidates should bring their own pens, pencils, bottles of ink, erasers, pieces of cloth, rulers, geometrical instruments, coloured pencils, coloured chalk, etc.

(vi) When you start answering you should promptly write down your Index Number and the name of the Examination on each sheet of paper used. Write neatly and legibly on both sides of the paper. Leave a blank line after the answer to each part of a question. After the answer to a full question leave one or several blank lines. Do not crowd in your work.

(vii) The left-hand margin of the answer sheet is set apart for you to enter the number of the question you answer. The right hand margin is reserved for the examiner's use and nothing should be written there. Number your answers correctly as incorrect numbering leads to confusion.

(viii) You should read carefully the instructions given at the head of the question paper, with regard to the compulsory questions and the manner in which the other questions should be selected. Disregard to these instructions is often liable to affect you adversely.

(ix) When Mathematics Questions are answered, give all details of calculations and any roughwork, in their serial order as part of the working of the problem. Necessary sketches, diagrams and figures should be accurate and sufficiently large. In an answer running into several pages if reference must be made to a diagram drawn in an earlier page, that diagram should be drawn repeatedly.

(x) At the end of each paper, arrange your answer sheets in the order you answered the questions. Then using the piece of twine supplied, tie them up at the top left hand corner. Do not tie up at the top right hand corner.

(xi) You should personally handover your answer script to the Supervisor or to an Invigilator. Or else remain in your seat till it is collected. Failure to do so may result in the loss of your script and your being treated as an absentee for the paper. On no account should your script be handed over to a peon or an attendant.

(xii) If it becomes necessary for you to speak to the Supervisor or an Invigilator, or if you need stationery, remain in your seat and raise your hand.

Department of Examinations,  
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

## Posts – Vacant

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars Marriages, Births and Deaths

##### KALUTARA DISTRICT

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

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

02. Both males and female can apply for these posts.

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 30th December, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
09th November, 2013.

##### SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Application are called</i>	<i>Address to which Applications should be sent</i>
Kalutara	Bulathsinhala	Post of Registrar of Marriages (General) in Mahagama Area of Pasdun Korale East Division.	District Secretary/Additional Registrar General, District Secretariat, Kalutara.

11-886

### DEPARTMENT OF GOVERNMENT INFORMATION

#### Recruitment to Posts of Web Editor (Sinhala/Tamil/English) in the [www.news.lk](http://www.news.lk) website of the Special Media Unit of the Department of Government Information on Contractual Basis

APPLICATIONS are called from qualified candidates for recruitment to the posts of Web Editor (Sinhala/Tamil/English) in the [www.news.lk](http://www.news.lk) website at the Special Media Unit of the Department of Government Information.

1. 'Director General' in this notice refers to the Director General of Government Information.

2. *Structured Examination.*— The date of the examination will be decided by the Director General of Government Information.

<i>Fields considered in granting marks</i>	<i>Maximum Marks 100%</i>	<i>Minimum marks considered for selection</i>
1. Additional Educational Qualifications (In addition to basic qualifications for recruitment) <i>N. B.</i> — These educational qualifications should have been obtained in Computer Science/Information Technology or a related field	40	Not applicable
2. Professional Qualifications Regarding Information Technology for a Diploma Course of a minimum 09 months course duration - 15 marks For a Certificate Course of a minimum 06 months course duration - 10 marks	25	
3. Language proficiency (should be proved by certificates) : For Sinhala Language Proficiency - 05 marks For Tamil Language Proficiency - 05 marks For English Language Proficiency - 05 marks	15	
4. Professional Experience (should be proved by certificates/documents) 03 marks for each year of experience in the field	15	
5. Skill demonstrated in the interview	05	
Total	100	

- (i) The appointing authority will approve a comprehensive marking procedure for each structured interview within the maximum mark allocated for each field in the above table.
- (ii) Appointments will be made according to the rank obtained based on total marks obtained in the structured interview and subject to the number of vacancies.

3. *Number of appointments.*— Steps will be taken to fill 03 vacancies of posts of Web Editor (Sinhala/Tamil/English) in [www.news.lk](http://www.news.lk) of the Special Media Unit of the Department of Government Information.

4. *Effective date of appointments.*— Will be decided by the Director General of Government Information.

5. *Service conditions.*— Selected candidates will be appointed to the post of Web Editor subject to general conditions governing public service appointments, conditions and regulations in the Recruitment Procedure of Web Editor (Sinhala/Tamil/English) in the [www.news.lk](http://www.news.lk) at the Special media Unit of the Department of Government Information on contractual basis, approved by the Public Service Commission on 10.09.2013 and amendments already done and would be done in the future to the Recruitment Procedure.

6. The Public Service Commission has the authority to cancel the appointments of candidates who fail to assume duties on the due date and/or who reject or avoid to assume duties.

7. *Monthly allowance.*— Rs. 25,000.

8. *Qualifications.*— At the closing date of applications :

- (i) *Educational Qualifications.*— Obtaining a degree with Computer Science/Information Technology as a subject from a university, recognized by the University Grant Commission or an institution recognized by the University Grant Commission as a degree offering institution.
- (ii) *Professional Qualifications.*— Successful completion of a certificate course in Information Technology at an acknowledged institution will be considered as a special qualification.
- (iii) *Experience.*— A minimum 03 years of experience in the Information Technology field.
- (iv) *Physical Qualifications.*— Each candidate should be physically and psychologically fit to serve in any part of Sri Lanka and to discharge duties of the post.

(v) *Other* :

- (i) Should be a citizen of Sri Lanka,
- (ii) Should possess an excellent character,
- (iii) All qualifications in regard to the appointment to the post should be duly completed before the due date.

9. *Age* : Minimum age : 18 years.  
Maximum age : 50 years.

10. *Method of Submitting Application* :

- (a) Applications should be prepared according to the specimen form of application attached to this notice using an A4 sheet. Application should be filled in with candidates own handwriting. Applications that do not comply with the specimen form of application and incomplete applications will be rejected without notification. It will be useful to keep a photocopy of the application. Candidate must check whether the duly filled in application complies with the specimen form of application. Otherwise, it may be rejected.
- (b) Completed applications should be sent by registered post to reach the Department of Government Information, No. 163, Kirulapona Avenue, Colombo 05 before 31.12.2013. Cite, "Recruitment to the post of Web Editor in [www.news.lk](http://www.news.lk) at the Special Media Unit of the Department of Government Information on Contractual Basis" on the top left hand corner of the envelope, in which the application form is enclosed. Applications received after the closing date will not be accepted.
- (c) Incomplete applications in any manner will be rejected. Complaints on misplacements or delays will not be entertained.

11. If any candidate was found guilty of providing any false information or suppressing any important information purposely, he/she is liable to be dismissed.

12. Matters not covered by these regulations will be determined by the Public Service Commission.

Director General of Government Information,  
Powers Delegated by the Public Service Commission.

Department of Government Information,  
No. 163, Kirulapona Avenue,  
Colombo 05,  
04th November, 2013.

## SPECIMEN FORM OF APPLICATION

(For official use only)

RECRUITMENT TO POSTS OF WEB EDITOR (SINHALA/TAMIL/ENGLISH) IN  
[WWW.NEWS.LK](http://www.news.lk) AT THE SPECIAL MEDIA UNIT OF THE DEPARTMENT OF  
GOVERNMENT INFORMATION ON CONTRACTUAL BASIS

01. *Medium* :

Sinhala - 1

Tamil

English - 3

- 2

(Write the relevant number in the cage)

02. *Personal Information* :

2.1 Name with initials stating initials at the end in English

Book letters : Mr./Mrs./Miss : \_\_\_\_\_.

(E.g.- SILVA, A. B.)

2.2 Name in full in English block letters : \_\_\_\_\_.

2.3 Name in full (in Sinhala/Tamil) : \_\_\_\_\_.

2.4 Personal address (in Sinhala/Tamil) : \_\_\_\_\_.

2.5 Gender : Male - 0

Female - 1

(Write the relevant number in the cage)

2.6 Civil status :

Unmarried - 1

Married - 2

(Write the relevant number in the cage)

2.7 Ethnicity :

(Sinhala - 1, Tamil - 2, Ind. Tamil - 3,

Muslim - 4, Other - 5)

(Write the relevant number in the cage)

2.8 National Identity Card No. :

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

2.9 Date of birth :

Year : 

--	--	--	--

Month : 

--	--

Date : 

--	--

[illegible]

<i>University</i>	<i>Degree</i>	<i>Date of validation of the degree</i>	<i>Subjects</i>

<i>Institution</i>	<i>Certificate Course</i>	<i>Date of validation</i>	<i>Duration</i>

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

11-865

1. Printing Technician
2. Weaving Technician
3. Metal Smith Technician
4. Sewing Technician
5. Bakery Technician

(ii) Height should be 5 feet and 4 inches. Chest size should be 32 inches without breath holding.

### 2.5 Method of recruitment :

2.5.1 In addition to above mentioned educational, professional and other qualifications, applicants who have three years experience (experience should be confirmed by certificates) in a similar post equivalent to Grade 3, with good character, will be recruited ;

2.5.2 As per the Public Administration Circular 24/95 on 19th July, 1995, recruitment to these posts should be made through an interview :

Practical test takes six hours. for this

- (i) Fixing breaks ;
- (ii) Fixing clutches ;
- (iii) Ability to correct mistakes in jamming and minor repairing.

03. *Age limit.*— Applicants should not below 18 years or over 45 years of age on closing date of the applications. (The upper age limit will not apply to those who are already in Government or Provincial Government Service).

04. *Conditions to employ in service.*— These posts are permanent and pensionable.

05. *Conditions of appointment.*— Relevant to sections 10-12 of the Establishment Code.

06. Duly completed applications, as per in the format given below, should be forwarded under registered post to reach the Commissioner General of Prisons, No. 150, Baseline Road, Colombo 09 on or before 31st December, 2013. "Recruitment to Vocational Instructor Class II" on the top left hand corner of the envelope, enclosing with the application should be mentioned if you apply for the post of Instructor and Technical Foreman of class II and "Recruitment to Motor Mechanic Class II" on the top left hand corner of the envelope, should be mentioned if you wish to apply for the post of Motor Mechanic of Class II. Incomplete applications and applications not received on due date will be rejected.

CHANDRARATHNA PALLEGAMA,  
Commissioner General of Prisons.

### APPLICATION FOR THE POST OF VOCATIONAL INSTRUCTOR AND MECHANICAL FOREMAN OF CLASS II/AND THE POST OF MOTOR MECHANIC OF CLASS II

1. (i) Full Name : \_\_\_\_\_.
- (ii) Name denoted by initials : \_\_\_\_\_.
2. (i) Address : \_\_\_\_\_.
- (ii) National Identity Card No. : \_\_\_\_\_.
3. (i) Relevant district to residential address : \_\_\_\_\_.
- (ii) Nearest Police Station to residential address : \_\_\_\_\_.
4. Date of birth : \_\_\_\_\_.

5. Age as at 31st December, 2013 :

Days : \_\_\_\_\_, Months : \_\_\_\_\_, Years : \_\_\_\_\_.

6. Whether citizenship of Sri Lanka by descent or registration : \_\_\_\_\_.

7. Civil status : (single/married/widow) : \_\_\_\_\_.

8. Educational qualifications (Should clearly mentioned) : \_\_\_\_\_.

9. (i) Post applied for : \_\_\_\_\_.

(ii) Qualifications relevant to that post : \_\_\_\_\_.

10. Qualifications with regards to the experience : \_\_\_\_\_.

11. If the applicant already do a job :

(i) Occupation : \_\_\_\_\_.

(ii) Place of work : \_\_\_\_\_.

(iii) Date of appointment : \_\_\_\_\_.

12. Have you been convicted before a Court of Law ? (If "yes", give details) : \_\_\_\_\_.

13. Declaration of the Applicant :

I, hereby declare that particulars given by me in this application are true and correct to best of my knowledge and belief. I fully, aware, I will be unqualified to the post if found any wrong or false information in this application and will be dismissed from the service without compensation if found wrongs after I was selected to this post.

\_\_\_\_\_,  
Signature of the applicant.

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

11-1000

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths

COLOMBO DISTRICT

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

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

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

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

04. Applicants should be married.



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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 27th of December, 2013.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
13th November, 2013.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Application are called</i>	<i>Address to which Applications should be sent</i>
Colombo	Kesbewa	Post of Registrar Births and Deaths of Mampe Division and (General) Marriages in Salpita Koralaya Division	District Secretary/Additional Registrar General, District Secretariat, Dam Street, Colombo 12.

11-1042

## Examinations, Results of Examinations &c.,

### DEPARTMENTAL EXAMINATION FOR PRELIMINARY GRADE MEDICAL OFFICERS AND DENTAL SURGEONS-SEPTEMBER- 2013

IT is hereby notified that the Departmental Examination for Preliminary Grade Medical Officers and Dental Surgeons which should be passed by Preliminary Grade Medical Officers before promotion to Grade II in terms of Section 07 of the Minute of Medical Officers in the Health Services, published in the *Gazette (Extra Ordinary)* No. 662/11 of 17.05.1991 of the Democratic Socialist Republic of Sri Lanka, and which should be passed by Dental Surgeons before confirmation in the service will be held on 12th January, 2014 in Sinhala, Tamil and English medium. The venue and the time of the examination will be notified along with the Admission Card.

02. *Qualifications.*- Preliminary Grade Medical Officers and Dental Surgeons who have not completed the relevant examination can apply for this examination.

03. *Applications.*- Applications that should be prepared by the candidates as per specimen shown at the end of this circular must be handed over to the head of the Institute on or before 17th December 2013. The applications that are certified as all the eligibilities have been fulfilled, should be forwarded to the Director (Examinations), Ministry of Health "Suwasiripaya", No. 385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before 23rd December, 2013 through their Heads of Institutions. The Head of Division should certify the accuracy of contents in each application. A self addressed envelope in the size of 9" x 4" inches, affixed with stamps to the value of Rs. 30.00 should be sent along with the application. (Candidates can write their official or private address). Applications which are received late, incomplete or inaccurate will be rejected.

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

04. *Examination fees :*

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

05. *Admission to the Examination:*

- (i) Candidates whose applications have been accepted will be issued with Admission Cards. They should duly complete and submit same to the Supervisor at the Examination Centre. Otherwise they will not be allowed to sit the examination.
- (ii) Candidates should prove their identity to the Supervisor at the examination hall. For this purpose one of the following documents will be accepted :
  - (a) National Identity Card ;                      (c) Driving License ;
  - (b) Departmental Identity Card ;                (d) Passport.
- (iii) If you did not receive your admission card due to any unavoidable reason you can trace your examination centre and the index number through the web site ; If you were able to trace your examination centre and the index number as mentioned above you are permitted to be presented at the examination centre in the web site together with a letter attesting your signature by your immediate superior officer and sit the examination by establishment of your identity. The applicants who have received the admission card should certify their signature and should be bought. The applicants who have obtained the certification on their signature will not be entitled to face the examination. (Web site : [www.health.gov.lk](http://www.health.gov.lk)).

06. *Scheme of the Examination.* - The examination will consist of three written question papers and a Sinhala/Tamil *Viva Voce* test. Each part will receive 100 Marks. Candidates should score a minimum of 50 marks for a pass in each part. The Examination can be completed at one sitting or at several sittings.

07. *Syllabus of the Examination :*

7.1 *Written Examination :*

7.1.1 Establishments Code :

Duration 02 hours. Should answer five (05) out of eight (08) questions. Total marks 100.

*Syllabus :*

(i) *Establishments Code :*

- (a) Part I - Chapters II, III, V, VI, VII, VIII, IX, XI, XII, XIII, XV, XXIV, XXV, XXVII, XXVIII, XXX, XXXI, XXXII, XXXIII
- (b) Part II - Chapters XLVII and XLVIII ;

(ii) General Regulations of the Department of Health Services ;

(iii) Orders of the Public Service Commission.

7.1.2 *Administration of Hospitals and Dispensaries :*

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

*Syllabus :*

Health Manual :        Part I - Medical Services  
                                  Part II - Laboratory Services

7.1.3 *Accounts :*

Duration 02 hours. Should answers 04 questions out of 7 questions. Total Marks 100.

*Syllabus :*

(i) Financial Regulations -

- Chapter I - All Sections
- Chapter II - All Sections
- Chapter III - All Sections
- Chapter IV - All Sections
- Chapter V - Sections 1, 2, 3, 4 and 6
- Chapter VI - All Sections
- Chapter VII - Sections 1, 2, 3, 4 and 6 ;

(ii) Regulations of Stores Accounts of the Department of Health Services ;

(iii) Sections of Finance in the Manual of the Department of Health Services ;

(iv) Financial Regulations relating to the daily routine duties of a Medical Officer of Health.

7.2 *Viva Voce* - Sinhala/Tamil : The Staff Officers in the Department of Health Services will conduct this Examination in Colombo to examine the proficiency in Sinhala/Tamil Language. Total Marks 100. Skills of Officers to discuss on matters pertaining to their daily routine duties will be examined.

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

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

M. B. L. RAHUMAN,  
Deputy Director General (Admin.) II,  
for Director General of Health Services.

My No. : CF/EXE/11/2013  
Ministry of Health,  
"Suwasiripaya",  
No. 385, Ven. Baddegama Wimalawansa Thero Mawatha,  
Colombo 10,  
11th November, 2013.

### Specimen Form of Application

For Office Use Only

#### DEPARTMENTAL EXAMINATION FOR PRELIMINARY GRADE MEDICAL OFFICERS AND DENTAL SURGEONS - MARCH - 2013

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

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


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


(b) (i) Designation (Please Mark '✓' in relevant cage)

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

(ii) Date of Internship Appointment : \_\_\_\_\_.

(iii) Date of appointment to the Preliminary Grade : \_\_\_\_\_.

02. Subjects offered (Mark '✓' within the cages against the subjects you offer in this Examination. Mark "X" against the subjects not offered) :

Administration of Hospitals and Dispensaries	<input type="checkbox"/>	Sinhala <i>Viva Voce</i>	<input type="checkbox"/>
Establishments Code	<input type="checkbox"/>	Tamil <i>Viva Voce</i>	<input type="checkbox"/>
Accounts	<input type="checkbox"/>		

03. Medium you sit for the examination (Sinhala/English/Tamil) : \_\_\_\_\_.

04. (a) Present Station : \_\_\_\_\_.

(b) District of the Present Station : \_\_\_\_\_.

(c) Please mark "✓" in the relevant cage of the examination centre you prefer out of the following centers. (If any or several examination centres, out of those given below, would be cancelled due to a departmental requirement or due to absence of a

sufficient number of candidates. In such an instance, the candidates already attached to such centers would be re-attached to a closest examination centre or to another centre as decided by the Director General of Health Services).

Colombo		Kandana		Hambantota	
Kalutara		Galle		Badulla	
Kurunegala		Anuradhapura		Ratnapura	
Kandy		Batticaloa		Jaffna	
Ampara		Vavuniya			

(d) Whether a self-addressed envelop in the size of 9x4 inches with stamps affixed to the value of Rs. 30.00 has been attached to the application to post the Admission Card? :\_\_\_\_\_.

(e) (i) Postal Address to post the Admission Card (in Sinhala/Tamil) :\_\_\_\_\_.

(ii) Postal Address to post the Admission Card (in English Capitals) :\_\_\_\_\_.

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

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

Stamp Cage

06. *Certificate of the Candidate :*

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

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

\_\_\_\_\_,  
Signature of the Candidate.

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

07. *Certification of Head of Institution :*

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

\_\_\_\_\_,  
Signature of Head of Institution/Frank/Rubber Stamp.

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

08. *Certificate of the Head of Decentralized Unit/Specialised Campaign :*

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

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

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