

N. B.— Part I:III of the *Gazette* No. 1,924 of 17.07.2015 was not published.

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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,925 - 2015 ජූලි මස 24 වැනි සිකුරාදා - 2015.07.24
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(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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Note.— Twentieth Amendment to the Constitution Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of June 12, 2015.

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 14th August, 2015 should reach Government Press on or before 12.00 noon on 30th July, 2015.

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

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

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

Department of Government Printing,
Colombo 08,
22nd January, 2015.

This Gazette can be downloaded from www.documents.gov.lk



1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

5:3 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 other candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

COMMISSIONER GENERAL OF EXAMINATIONS,
Department of Examinations,
Pelawatta, Battaramulla.

Posts – Vacant

PUBLIC SERVICES COMMISSION

Recruitment on Open Competitive Basis to the Grade I Posts of the Executive Category viz. Port State Controller (Engineering); Port State Controller (Deck); State Vessel Surveyor; State Vessel Surveyor (Deck); Examiner (Engineering); Examiner (Deck) in the Directorate of Merchant Shipping of the Ministry of Ports and Shipping

APPLICATIONS are invited from the citizens of Sri Lanka who possess qualifications specified in this notification to fill the vacancies in the above posts in the Directorate of Merchant Shipping of the Ministry of Ports and Shipping. The number of vacancies is indicated below :

<i>Post</i>	<i>Number of Vacancies</i>
01. Port State Controller (Engineering)	02
02. Port State Controller (Deck)	01
03. State Vessel Surveyor	01
04. State Vessel Surveyor (Deck)	01
05. Examiner (Engineering)	02
06. Examiner (Deck)	01

01. *Method of Recruitment.* – Recruitment will be made depending on the number of existing vacancies on the order of merit of the total marks obtained at the structured interview conducted by a Panel of Structured Interviewers approved by the Public Service Commission, by applicants from and among those who fulfill the qualifications specified in this notification. The structured interview will be held in accordance with the marking scheme (indicated under Item No. 06 of this Notification) as approved by the Public Service Commission.

02. *Required Qualifications :*

(i) Educational Qualifications, Experience and Other Qualifications :–

<i>Post</i>	<i>Educational Qualifications</i>	<i>Experience and Other Qualifications</i>
* Port State Controller (Engineering) * State Vessel Surveyor * Examiner (Engineering)	Having obtained the Chief Engineer Proficiency Certificate issued by a State Shipping Administration Agency of Sri Lanka, United Kingdom, Australia, Canada, China, India, Pakistan, New Zealand, Malaysia, Singapore, South Africa or Ireland or of any other country which has entered into bilateral agreements with Sri Lanka regarding the acceptance of the relevant certificates.	Minimum of 02 years experience as a Chief Engineer in a seafaring merchant ship which has main engine with a capacity of more than 3,000 kilowatts.
* Port State Controller (Deck) * State Vessel Surveyor (Deck) * Examiner (Deck)	Having obtained the Skipper Proficiency Certificate issued by a State Shipping Administration Agency of Sri Lanka, United Kingdom, Australia, Canada, China, India, Pakistan, New Zealand, Malaysia, Singapore, South Africa or Ireland or of any other country which has entered into bilateral agreements with Sri Lanka regarding the acceptance of the relevant certificates	Minimum of 02 years experience as a Skipper in a seafaring merchant ship of which the unloaded weight is more than 3,000 tons.

(ii) *Physical Fitness.* – Every candidate should be physically and mentally fit to perform duties of the post and to serve at any part of Sri Lanka.

(iii) *Other Qualifications :*

- * Applicants should be Sri Lanka citizens ;
- * Applicants should be of excellent character ;
- * Applicants should have fulfilled all required qualifications for the recruitment to the post in every aspect on or before the closing date of applications.

03. *Conditions of engagement and service :*

- (i) This post is permanent and pensionable. You should contribute to the Widows'/Widowers' and Orphans' Pension Scheme.
- (ii) The appointment will be subject to a probation period of three (03) years. You should pass the First Efficiency Bar before the expiry of 05 years from the recruitment to Grade I of the post as stipulated in the Scheme of Recruitment.
- (iii) You should obtain the required proficiency in the other official language other than official language you joined the service within 05 years from joining the service as per the Public Administration Circular No. 01/2014 and those who joined the service in a medium of language which is not an official language should acquire the prescribed proficiency in the official language within the probation period.
- (iv) This appointment shall be subject to the Procedural Rules of the Public Service Commission, the Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and to other Departmental Rules.

04. *Age limit.*— Applicants should be not less than 30 years and not more than 45 years of age.

This age limit does not apply to those who are already in the Public Service.

05. *Salary Scale.*— This post carries the salary scale of Rs. 22,935/= -10x645 -8x790 - 17x1,050 - Rs. 53,555/= and will be placed at the 20th salary step. (SL-1-2006 of the Public Administration Circular No. 06/2006 dated 2006-04-25). In addition a professional allowance of Rs. 60,000/= and official vehicle facilities will be entitled to the post.

06. The structural interview will be based on the following marking scheme :

<i>Headings under which marks will be awarded</i>	<i>Maximum Marks</i>
Port State Controller (Engineering); Port State Controller (Deck); State Vessel Surveyor; State Vessel Surveyor (Deck); Examiner (Engineering); Examiner (Deck)	
01. Additional Educational Qualifications :	30
(a) A Postgraduate Degree in the fields of Engineering, Science, Commerce, Management, Transport and Procurement Management or Shipping from a University recognized by the University Grant Commission (30 marks)	
(b) A Postgraduate Diploma in the aforesaid fields (20 marks)	
(c) Degree in the aforesaid fields : First Class degree Second Class Upper degree Second Class Lower degree (Marks will be awarded for the highest qualification only)	(18 marks) (15 marks) (12 marks)
02. Professional Qualifications :	10
(a) For a Diploma certificate on successful completion of a course of one year duration (only for qualifications for which no marks awarded under Additional Education Qualifications) (10 marks)	
(b) For a certificate on successful completion of a course of six months duration (only for qualifications for which no marks awarded under Additional Educational Qualifications) (05 marks) in the field relevant to the post from an Institution recognized by the Government.	
03. Additional Experience :	30
(a) For the experience supersedes the minimum period of experience referred to under qualifications for recruitment (05 marks for each year for a maximum of 05 years) (30 marks)	

<i>Headings under which marks will be awarded</i>	<i>Maximum Marks</i>
04. Contributions to the field : (Publications and innovations) (10 marks)	10
05. Computer Literacy : (a) Having offered Computer/Information Technology as a subject of the/a degree (15 marks) (b) Having successfully followed a Diploma/Certificate course for one year or more in Computer Literacy at a Government recognized Institute (12 marks) (c) Having successfully followed a Diploma/Certificate course for six months or more in Computer Literacy at a Government recognized institute (10 marks) (d) Any other Diploma/Certificate obtained from Government recognized Institute for Computer Literacy (08 marks) (Marks will be awarded for the highest qualification only)	15
06. Skills demonstrated at the interview. (05 marks)	05
Total Marks	<u>100</u>

07. Identity of the Candidate :

- (i) Applicants who have submitted duly perfected applications only will be called for the Structural Interview.
- (ii) The originals of all the certificates and duly certified copies thereof should be produced at the interview.
- (iii) Following identity cards will be accepted for the purpose of establishing your identity at the interview :
 - (a) National Identity Card issued by the Commissioner of Registration of Persons ;
 - (b) Valid Passport.

08. Method of Application :

- (i) Applications should be sent under registered cover to reach the Director General of Merchant Shipping, Directorate of Merchant Shipping, No. 43/89, 1st Floor, Bristle Building, York Street, Colombo 01, on or before 24.08.2015. Applications received after the closing date will be rejected.
- (ii) Specimen of the application to be submitted appears at the end of this Notification. Applicants should prepare their own Applications using A4 size sheets including Sections 01 to 07 on the first page and Sections 08 to 12 on the second page and Sections 13 to 15 on the third page and the application should be filled in their own hand writing.
- (iii) The words "Application for the Post of Director (Engineering)/Director (Shipping)" should be written on the top left hand corner of the envelope enclosing the application.
- (iv) Signature of candidate should be attested by a Principal of a Government School/Justice of the Peace/Commissioner of Oaths/Attorney-at-Law/Notary Public, Commissioned Officer of the Armed Forces or an Officer holding a permanent post in the Government drawing a monthly consolidated salary of Rs. 22,935.
- (v) Applications of those who are in the Public or Provincial Public Service should be forwarded through the respective Head of the Department.
- (vi) Applications which do not comply with the specimen appended herewith will be rejected and no complaints regarding lost of applications or delays will not be entertained.

09. If any information furnished by you in this application is found to be false or inaccurate before recruitment, you will be liable to disqualify for selection and if such revelation is made after the recruitment, you will be liable to dismissal subject to relevant course of action.

10. Public Service Commission reserves the right to fill or not to fill the vacancies.

By Order of the Public Service Commission,

Secretary,
Ministry of Ports and Shipping.

Ministry of Ports and Shipping,
No. 19, Chaitya Road,
Colombo 01,
On this 24th day of July, 2015.

SPECIMEN APPLICATION

(For Office use only)

APPLICATION FOR THE POSTS OF PORT STATE CONTROLLER
(ENGINEERING); PORT STATE CONTROLLER (DECK); STATE VESSEL
SURVEYOR; STATE VESSEL SURVEYOR (DECK); EXAMINER
(ENGINEERING); EXAMINER (DECK); (GRADE I OF THE EXECUTIVE
CATEGORY) IN THE DIRECTORATE OF MERCHANT SHIPPING OF THE
MINISTRY OF PORTS AND SHIPPING

01. Name of the Applicant :
Name with initials at the end : _____.
(In English block capitals)
Full Name (In English block capitals) : _____.
Full Name (In Sinhala/Tamil) : _____.
02. Address and Telephone No. : _____.
(c) Official Address : _____.
Telephone No. : _____.
(d) Private Address : _____.
Telephone No. : _____.
Mobile Telephone No. : _____.
03. Date of Birth :
Year : _____ Month : _____ Date : _____.
04. Age as at the closing date of Applications :
Years : _____ Months : _____ Days : _____.
05. National Identity Card No. : _____.
06. Sex : _____.
07. Civil Status :
Married/Unmarried/Widowed : _____.
08. Educational Qualifications and Additional Qualifications :

Qualification	Year obtained Qualification	Subject Stream	Grade	Name of Institution	Re-marks

09. Professional Qualifications :

Qualification	Year obtained Qualification	Subject Stream	Grade	Name of Institution

10. Particulars of Experience :

Institution served	Post	Functions of the Post in brief	Period of Service

11. Contributions to the field : _____.
(Publications and innovations)
12. Proficiency in Computer Literacy :
(a) Degree : _____.
(b) Diploma : _____.
(c) Certificate Course : _____.
13. Have you been convicted for any offence by a Court ? : _____.

I do hereby certify that the information furnished by me in this application is true and accurate. I am aware that if any information furnished by me in this application is found to be false or inaccurate before I am selected, I am liable to disqualify for selection and I will be subject to relevant course of action if such revelation is made after the recruitment.

Signature of Applicant.

Date : _____.

14. Attestation of the signature of the Candidate :

I do hereby certify that Mr./Mrs./Miss is personally known to me and placed his/her signature in my presence on

Name : _____ Signature of Certifying Officer.

Occupation : _____.

Address : _____.

Date : _____.

15. Attestation of the Head of the Department/Institution :
(This is applicable only for those who are already in the Public Service)

I hereby certify that Mr./Mrs./Miss who is working in this Ministry/Department/Institution, is presently working in the post of and his/her work and conduct are satisfactory, no disciplinary action is pending or contemplated against him/her. In the case of his/her being selected for the post he/she can/cannot be released from the service.

Signature and Official stamp of the
Head of Department.

Date : _____.

Examinations, Results of Examinations &c.

PUBLIC SERVICE COMMISSION

Ministry of Lands

LIMITED EXAMINATION FOR THE RECRUITMENT OF THE POSTS OF DEPARTMENTAL ASSISTANT DIRECTOR (DISTRICT LAND USE), GRADE III EXECUTIVE SERVICE CATEGORY OF LAND USE POLICY PLANNING DEPARTMENT - 2015

APPLICATIONS are called from the officers who are having following qualifications to fill the vacancies in the posts of Assistant Director (District Land Use), Grade III Executive Service Category of this Department as an order given by the Public Service Commission. The application should be prepared as the specimen given at the end of this advertisement and filled application should be sent under registered post to the Director General, Land Use Policy Planning Department, No. 31, Pathiba Road, Colombo 05, on or before the date mentioned below. The words "Limited Examination for the recruitment of the posts of Departmental Assistant Director (District Land Use), Grade III Executive Service Category - 2015" should clearly be indicated on the top left hand corner of the envelope in which the application is enclosed. In the application, name of the examination should be mentioned in English in addition to Sinhala/Tamil.

(a) *Closing Date of the Application.* – 21st August, 2015.

Note. – Any complain about the late application or lost of application in the post will not be considered. Any damage should be borne by the applicant due to delaying the application till the closing date.

1. *Recruitment Procedure to the Service.* – Applicants who are having the below mentioned qualifications are requested to sit for a written examination. Those who showed the highest skill at the examination will call for a structured interview (number of applicants call for the interview will be as five times as existing vacancies) based on a list prepared according to the alphabetical order. Suitable applicants who obtained highest total marks both from the examination and from the interview will be appointed by Public Service Commission.

Number of officers to be appointed and the date of appointment will be decided by Public Service Commission.

2. *Salary Scale.* – Salary Scale of this post will be based on the Public Administration Circular No. 6/2006 SL-1-2006 Rs. 22,935 - 10x645 - 8x790 - 17x1,050 - Rs. 53,555 (Monthly).

3. Conditions of Service :

- (i) This post is permanent and pensionable. Contributions should be made to Widows' and Orphans' Pensions (W&OP) Scheme.

- (ii) Recruited officers will be subjected to one year probation period.

- (iii) Language proficiency should be obtained within 5 years from the recruitment according to the PA Circular 01/2014 and associated Circulars.

- (iv) The appointment will be subjected to procedures of the Public Service Commission. Establishment Code of the Democratic Socialist Republic of Sri Lanka, Government Financial Regulations, Departmental Orders or Regulations.

4. *Educational Qualifications.* – Special Degree in Geography or Agriculture or General Degree in Geography obtained from a University accepted by University Grants Commission.

5. *Experience.* – Those who have previously worked as in the posts of Assistant Land Use Planning Officers/Land Use Planning Assistants (Departmental) and currently working as Land Use Planning Officers with five years (05) active and satisfactory service in the Land Use Policy Planning Department.

6. *Physical fitness.* – Every candidate should be physically and mentally sound :

- (i) To work in the any part of the country ;
- (ii) To discharge the duties assigned to the post.

7. *Age Limit.* – Age limit is not applicable since this post is limited to the officers of the Government Service.

8. Other Qualifications :

- (i) Applicants should be citizens of Sri Lanka.
- (ii) Applicants should have a good character.
- (iii) All qualifications requested for the post should be completed by the closing date of the applications.

9. 9.1 Written Examination :

9.1.1 This examination will be conducted by Commissioner General of Examinations. The examination contains the following question papers :

Subject No.	Subject	Time	Maximum Marks	Pass Marks
01	Subject Paper	03 hrs	100	40%
02	Aptitude Test	01 hr	100	40%

9.1.2 *Syllabus :*

- (a) *Subject Paper.*– Applicant's knowledge will be tested on Land Use Planning at different levels and techniques that can be used for the rational allocation of land for different uses.

Knowledge on the following fields will be tested :

- (1) Identification of Land Use Issues and preparing methodologies to address these issues.
- (2) Knowledge on land capability classification and use of this classification to rationally allocate the lands for agricultural purposes.
- (3) Elements of Land Evaluation and knowledge on Land Suitability Classification.
- (4) Knowledge on Land Characteristics and Land Qualities.
- (5) Main factors to be considered in allocating the lands for various purposes (Housing, Agriculture, Industries, Forests etc.) and the mechanism that has been established for the decision making on land use at Divisional and District Level.
- (6) Knowledge on Land Degradation, Soil Conservation Measures and basic soil characters will also be tested.
- (7) Knowledge on legislations related to Land Resource Management of Sri Lanka.

- (b) *Aptitude Test.*– To assess the applicant's capacity for comprehension, qualification and perception of time space relations by measuring the applicant's inferences and responses to problems presented in verbal, numerical and spatial contexts.

	<i>Testing fields and allocated marks</i>	<i>Maximum Marks</i>
01	Additional Educational Qualifications	20
02	Language Proficiency	15
03	Professional Qualifications	20
04	Qualifications on IT/Computer Science	20
05	Additional Experience	20
06	Skill showed at the interview	05
	Total	100

11. *Conditions of the Examination :*

- (i) Examination will be held on Sinhala, Tamil and English medium. Applicant can be sit for the examination in any of the three languages. Applicants should be written their answers using one of the above languages for all papers. Changing of the medium of language which appeared in the application will not be allowed. All applicants have to sit for both papers.
- (ii) Examination fee will be Rs. 1,000. The fee should be paid to any Post Office, credit to vote No. 2003-02-13 of Commissioner General of Examination and affix the receipt by its margin firmly on the application. It is useful to keep a photocopy of the receipt.
- (iii) The fee will not be refunded or transferable to another examination due to any reason. Money Orders or stamps will not be accepted.
- (iv) Examination will be held only in Colombo. Date of the examination will be informed later.
- (v) Incomplete applications will be rejected without a notice.

Note.– Enter to the examination hall will not be allowed without an admission. Only the attested admission should be produced to the supervisor at the Examination. Issuing of an admission is not an acceptance that the applicant is fulfilled his/her qualifications for the examination.

10. *Interview :*

10.1.1 *Structured Interview :*

Number of applicants for the interview will be as five times as existing vacancies. Applicants those who obtained the highest marks at the written examination will be interviewed by a board appointed by Public Service Commission.

Minimum of 40% marks should be obtained at the written examination for each paper is required for calling for the interview. Marks given at the interview will be as follows :

- (vi) Application should be prepared according to the specimen given here using a both side of a A4 paper of 22x29cm in size and include number 01 to 07 of the application on the first page and rest on the next page. Application should be filled clearly by own hand writing. Applications which are not accordance with specimen and incomplete applications will be rejected without a notice. Applicant must be check whether the application is accordance with the specimen before sending.

- (vii) Admission will be issued by the Commissioner General of Examinations to the applicants those who have sent the correctly filled applications on or before the closing date. Once the admission has been sent, a newspaper advertisement will be published by the Department of Examinations, Sri Lanka. Any applicants who has not received the admission at least 05 days prior to the date of examination should make an inquiry from the Organization and Foreign Examination Branch of the Department of Examinations, as given in the advertisement. At the inquiry applicant should provide the Name of the Examination, Full Name of the applicant, NIC number and address correctly. It is better to send the request from remote areas by a fax to the number mentioned in the advertisement, mentioning a fax number which can be used to send the admission soon. At the inquiry it is useful to keep with you a copy of the application, receipt of the payments of examination fee and registered post receipt to provide necessary information.
- (viii) Commissioner General of Examinations is having authority to postpone or cancel the examination with the approval of the Public Service Commission.
- (ix) Candidates should follow the rules and regulations of the examination issued by Commissioner General of Examinations. Candidates are liable to a punishment given by Commissioner General of Examinations if the rules and regulations of the examination are violated.
- (x) *Identity of the Applicant.* – Every applicants must be prove their identity to the supervisor at the examination. One of the following documents will be accepted :
- (i) National Identity Card issued by the Department of Registration of Persons,
- (ii) Valid Passport.

Note :

- (a) Any document or copy should not be annexed to the application.
- (b) Applications of the candidates who are not able to produce necessary documents on request will not be considered.

Officers who are working in the District Land Use Planning Offices should send their applications through Assistant Director (District Land Use). It is compulsory to attest the signature of every candidate before the examination.

- (xi) *Results of the Examination.* – Candidates who obtained required qualifications from written examination will call for a structured interview as per 10.1.1 of this

Gazette notification. Priority list prepared based on the total marks of the both examination and interview will be send to Secretary, Public Service Commission.

Results of the written examination will be sent either personally to every candidates or published in the www.results.exams.gov.lk web site.

12. Procedures of Public Service Commission, circulars issued regarding the public service from time to time and recruitment procedures of executive service category of the Land Use Policy Planning Department and their amendments are applicable to this post.

13. *Furnishing inaccurate details.* – If any of the particulars furnished by you in the application form is found to be false or erroneous before the recruitment, your candidature will be cancelled. If such false or erroneous particulars are revealed after recruitment, actions will be taken to dismiss from the service according to the relevant procedures.

14. Final decision will be taken by Public Service Commission regarding any particulars not mentioned in this *Gazette* notification. The Public Service Commission reserves the right to fill or not to fill or to partly fill the vacancies.

15. When any inapplicable or inconsistency between the Sinhala, Tamil and English texts, the Sinhala text shall prevail.

By Order of the Public Service Commission,

Secretary,
Ministry of Lands.

"Mihikatha Madura",
No. 1200/6, Rajamalwatta Lane,
Battaramulla.

SPECIMEN APPLICATION FORM

(For office use)

LIMITED EXAMINATION FOR THE RECRUITMENT OF THE POSTS OF
DEPARTMENTAL ASSISTANT DIRECTOR (DISTRICT LAND USE), GRADE III
EXECUTIVE SERVICE CATEGORY OF LAND USE POLICY PLANNING
DEPARTMENT - 2015

Medium :
(Sinhala - 2, Tamil - 3, English - 4)

(Write the relevant number inside the box)

1.0 Name :

1.1 Full Name (in block capitals) : _____.

(E. g. – HERATH MUDIYANSELAGE SAMAN
KUMARA GUNAWARDHANA)

- 1.2 Name with initials, with initials at the end (in block capitals) : _____.
(E. g.- GUNAWARDANA H. M. S. K.)
1.3 Full Name (In Sinhala/Tamil) : _____.

- 2.0 Address, the admission has to be sent (in block capitals) :
2.1 Official Address (in block capitals) : _____.
2.2 Permanent Address : _____.

- 3.0 National Identity Card Number :

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- 4.0 Sex :
Male - 0 ☐
Female - 1 ☐
(write the relevant number inside the box)

- 5.0 Marital Status :
Married - 1 ☐
Unmarried - 2 ☐
(write the relevant number inside the box)

- 6.0 6.1 Date of Birth :

Year : Month : Date :

- 6.2 Age as at 21.08.2015 :

Years : Months : Days :

- 7.0 Date of the first appointment : _____.

- 7.1 Designation : _____.
Class/Grade : _____.

- 8.0 Language proficiency : _____.

- 9.0 District in which currently working : _____.

- 10.0 Highest educational qualifications (Post Graduate/Degree/
Diploma) : _____.
(Indicate subjects and the passing dates)

- 11.0 Description of the receipt of the exam fee :
11.1 Post Office in which the payment has been made : _____.
11.2 Receipt No. and Date : _____.
11.3 Date of payment : _____.

Affix the receipt firmly here by a margin

I hereby certify that the above particulars furnished by me are true and correct. I am aware that if any particulars contained here are found to be false or incorrect, I am liable to be disqualified if detected before the selection or to be dismissed if detected after selection without any compensation. Further, I abide to the rules and regulations of the examination imposed by the Commissioner General of Examinations.

_____,
Applicant's Signature.

Date : _____.

Certificate of the Head of the Department

Particulars furnished in the application by the officer are true and correct and he/she has paid the relevant examination fee and affixed the receipt.

Since He/She has/has not obtained required qualification, the application is recommended/not recommended.

_____,
Director General.
(Signature and Stamp)

Date : _____.

07-1203