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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,664 - 2010 ජූලි මස 23 වැනි සිකුරාදා - 2010.07.23
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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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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 30th July, 2010 should reach Government Press on or before 12.00 noon on 16th July, 2010.

LAKSHMAN GOONEWARDENA,
Government Printer.

Department of Govt. Printing,
Colombo 08,
January 01, 2010.

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.

Depart. of Examinations,
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of 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.

02. 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.

03. Both Male and Female can apply for these posts.

04. Applicants should be not less than 21 years and not more than 65 years of age.

05. Applicants should be married.

06. 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.

07. Application forms are obtainable from the offices of District Secretaries (Government Agents) and Land and District Registries. Applications should be sent by registered post to the address given in the Schedule on or before 23rd August, 2010.

E. M. GUNASEKARA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbakaduwa Mawatha,
Baththaramulla.
07th July, 2010.

SCHEDULE

<i>District</i>	<i>Divisional Secretary's Division</i>	<i>Division and Post for which applications are called</i>	<i>Address to which applications should be sent</i>
Kalutara	Kalutara	Post of Registrar of Marriages (general) Panadura Totamuna Division and Births and Deaths of Uggalbada division	District Secretary/Additional Registrar General District Secretariat Kalutara

07-718

Examinations, Results of Examinations &c.

SECOND EFFICIENCY BAR EXAMINATION FOR MANAGEMENT ASSISTANTS RECRUITED FOR NATIONAL SCHOOLS UNDER THE CENTRAL GOVERNMENT - 2010

IT is hereby notified that the Second Efficiency Bar Examination will be held by the Department of Examinations in the month of October, 2010 in accordance with the provisions in the Schemes of Recruitment relating to the officers belonging to the above posts.

02. (i) This examination will be conducted by the Commissioner General of Examinations of the Sri Lanka Department of Examinations and the candidates will be subjected to the rules and regulations stipulated by him relating to the conduct of examinations.

(ii) Rules and regulations stipulated for obtaining candidature are printed separately in this *gazette* publication. In the event of any candidate violating these rules and regulations

he/she will be liable to a punishment to be imposed by the Commissioner General of examinations.

- (iii) Applications can be forwarded for this examination only by the holders of the Post of Management Assistant recruited for National Schools under the Central Government.

03. *Examination fees.* - Examination fees will not be charged from candidates appearing for the first sitting for this examination. Thereafter an examination fee of Rs. 400 will be charged for each appearance. One margin of the receipt obtained by payment of the fee at any District/Divisional Secretary's office in the island to revenue head 13.02.2003 of the Commissioner General of Examinations should be firmly affixed at the place which is provided for in the application. (It will be useful to retain a photocopy of this receipt with the candidates).

04. *Applications.* - Application should be made in conformity with the specimen form appended to this notification. It should be prepared by using A4 size paper with items 01 to 04 appearing in the first page and other items in the second page. While preparing the application the name of the examination indicated at the heading should be written in English in addition to Sinhala in the Sinhala applications and in English in addition to Tamil in the Tamil applications. Although the application may be typed and prepared it should be correctly and legibly filled in candidate's own handwriting. Duly completed applications should be sent under Sri Lanka registered post through the relevant Zonal Director of Education/Head of College of Education/Head of the Department addressed to the Commissioner General of Examinations, Pelawatta, Battaramulla, to be received before 20th August, 2010. Name of the examination should be written on the left hand corner of the envelope when forwarding the application. A certified copy of the letter of appointment should be annexed to the application. Applications with incomplete information and those received after the closing date will be rejected and it is advisable for the candidate to keep a photocopy of the application with him. Further, the candidate should check whether the perfected application is in conformity with the specimen application form as otherwise the application is liable to be rejected.

05. *Identity of the Candidates.* - Candidates should prove their identity to the satisfaction of the Supervisor of the Examination Hall relating to every subject they appear in the examination hall. Any one of the documents indicated below will be accepted for this purpose.

1. National Identity Card issued by the Commissioner of the Department of Registration of Persons.
2. A Valid Passport.

Decision of the Commissioner General of Examinations regarding the candidature of a candidate who fail to submit the above documents will be the final decision.

06. An admission card and a copy of the examination time table will be issued by the Commissioner General of examinations to the candidates whose applications have been accepted. Candidates appearing for the examination should submit their admission card with their signatures duly attested, to the Supervisor of the examination hall. Permission will not be granted to sit the examination without submitting this admission card. Immediately after the issue of admission cards to the candidates a newspaper notification will be published to that effect by the Department of Examinations. If the admission card is not received even after the lapse of 2 or 3 days after the publication of such notice candidates should notify the Department of Examinations as indicated in the notification. It will be more useful to notify the Department along with a certified photocopy of the application retained by the candidate, registration receipt and a fax number when it is outside Colombo to send the admission card, along with the letter of request.

07. The Heads of Departments should approve duly leave for the officers for whom admission cards have been issued by the commissioner of Examinations to enable them appear for the examination. No traveling expenses will be paid for this purpose.

08. Candidates should answer the question papers in the language medium they received education or the state language. Permission will not be granted later to change the language medium applied by the Candidates. This examination will be held only in Sinhala, Tamil and English mediums.

09. This examination will be held only in Colombo.

10. Examination procedure :
(Examination relating to the above posts will consist of the following subjects)

Subject	Subject No.	Marks	Time
01. Management and office procedure	01	100	03 hours

01. *Management and office procedure :*

- * Public relations and communication ;
- * Concepts of participatory development ;
- * Productivity and efficiency of the government sector ;
- * Planning and planning strategies ;
- * Preparation of project reports-Implementation and progress review ;
- * Maintenance records.

(Officers should obtain a minimum of 40% marks allocated for the above subject for a pass)

11. Issue of an admission card to a candidate should not be treated as an acceptance of the fulfillment of his qualifications to appear for the examination.

12. Regarding any matter for which no provision has been made by this Circular the decision of the Secretary, Ministry of Education will be the final decision.

SUNIL S. SIRISENA,
Secretary,
Ministry of Education.

Ministry of Education,
Isurupaya,
Battaramulla,
05th July, 2010.

Specimen Application Form

**SECOND EFFICIENCY BAR EXAMINATION FOR
MANAGEMENT ASSISTANTS RECRUITED FOR
NATIONAL SCHOOLS UNDER THE CENTRAL
GOVERNMENT - 2010**

මධ්‍යම ආණ්ඩුව යටතේ ජාතික පාසැල් සඳහා බඳවාගනු ලැබූ
කළමනාකාර සහකාර තනතුරුධාරීන් සඳහා වන දෙවැනි
කාර්යක්ෂමතා කඩඉම් විභාගය - 2010

(For office use)

Language medium for
the examination
(Relevant number should be written within the cage)

- Sinhala - 2
- Tamil - 3
- English - 4

- 01. Name with initials with initials at the end : _____.
(In English capital letters) Examples : SUNIL, J. M. U.
- 1.1 Names denoted by initials : _____.
(In English capital letters)
- 1.2 Name in full : _____.
(In Sinhala/Tamil)
- 1.3 National Identity Card No. :

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- 02. Place of work and address :
- 2.1 Name of school/COE/Teachers' College/Office : _____.
- 2.2 Official address : _____.
(In English capital letters)

- 03. Post held at present : _____.
(Certified copy of letter of appointment should be annexed)
- 3.1 Reference number of letter of appointment : _____.
- 3.2 Date of appointment : _____.

I hereby declare that the particulars furnished above are true and correct and I am entitled to sit this examination in the medium indicated above and I also agree to abide by the rules and regulations to be imposed by the Commissioner General of Examinations relating to the conducting of this examination.

Signature of candidate.

Date : _____.

Note.- Candidate should sign in the presence of his Head of Department or an officer authorized to sign on behalf of the Head of Department.

Receipt should be affixed here (only if it is relevant) (It will be useful to retain a photocopy of the receipt)

ATTESTATION OF SIGNATURE

I certify that Mr./Mrs./Miss who is an officer in my office/School/College of Education/Teachers' College and who is personally known to me placed his/her signature on..... in my presence.

Signature of Certifying Officer and
his official frank.
(Principal/President NCOE/Teacher's
College/Staff Officer).

Name : _____.
Designation : _____.
Address : _____.
Date : _____.

CERTIFICATE OF HEAD OF DEPARTMENT

- I certify,
- 1. That the information furnished by the candidate was verified
 - 2. That a certified copy of the letter of appointment is annexed ; and
 - 3. That the officer is eligible to sit this examination.

Signature of certifying officer and his official frank,
(Zonal Director of Education/President (NCOE)/
Head of Department).

Name : _____.
Designation : _____.
Address : _____.
Date : _____.

07-719/2

**FIRST EFFICIENCY BAR EXAMINATION FOR
MANAGEMENT ASSISTANTS RECRUITED FOR
NATIONAL SCHOOLS UNDER THE CENTRAL
GOVERNMENT - 2010**

IT is hereby notified that the First Efficiency Bar Examination will be held by the Department of Examinations in the month of October, 2010 in accordance with the provisions in the Schemes of Recruitment relating to the officers belonging to the above posts.

02. (i) This examination will be conducted by the Commissioner General of Examinations of the Sri Lanka Department of Examinations and the candidates will be subjected to the rules and regulations stipulated by him relating to the conduct of examinations.
- (ii) Rules and regulations stipulated for obtaining candidature are printed separately in this *gazette* publication. In the event of any candidate violating these rules and regulations he/she will be liable to a punishment to be imposed by the Commissioner General of examinations.
- (iii) Both subjects prescribed for this Efficiency Bar Examination can be passed by appearing for one sitting or two sittings.
- (iv) Applications can be forwarded for this examination only by the holders of the Post of Management Assistant recruited for National Schools under the Central Government.

03. *Examination fees.*— Examination fees will not be charged from candidates appearing for the first sitting for this examination. Thereafter an examination fee of Rs. 400 will be charged for each appearance (Rs. 400 even if the candidate is appearing for one subject). One margin of the receipt obtained by payment of the fee at any District/Divisional Secretary's office in the island to revenue head 2003-02-13 of the Commissioner General of Examinations should be firmly affixed at the place which is provided for in the application. (It will be useful to retain a photocopy of this receipt with the candidates).

04. *Applications.*— Application should be made in conformity with the specimen form appended to this notification. It should be prepared by using A4 size paper with items 01 to 04 appearing in the first page and other items in the second page. While preparing the application the name of the examination indicated at the heading should be written in English in addition to Sinhala in the Sinhala applications and in English in addition to Tamil in the Tamil applications. Although the application may be typed and prepared it should be correctly and legibly filled in candidate's own handwriting. Duly completed applications should be sent under Sri Lanka registered post through the relevant Zonal Director of Education/Head of College of Education/Head of the Department addressed to the Commissioner General of Examinations, Pelawatta, Battaramulla, to be received before 20th August, 2010. Name of the examination should be written on the to left hand corner of the envelope when forwarding the application. A certified copy of the letter of appointment should be annexed to the application. Applications with incomplete information and those received after the closing date will be rejected and it is advisable for the candidate to keep a photocopy of the application with him. Further, the candidate should check whether the perfected application is in conformity with the specimen application form as otherwise the application is liable to be rejected.

05. *Identity of the Candidates.*— Candidates should prove their identity to the satisfaction of the Supervisor of the Examination Hall relating to every subject they appear in the examination hall. Any

one of the documents indicated below will be accepted for this purpose.

1. National Identity Card issued by the Commissioner of the Department of Registration of Persons.
2. A Valid Passport.

Decision of the Commissioner General of Examinations regarding the candidature of a candidate who fail to submit the above documents will be the final decision.

06. An admission card and a copy of the examination time table will be issued by the Commissioner General of examinations to the candidates whose applications have been accepted. Candidates appearing for the examination should submit their admission card with their signatures duly attested, to the Supervisor of the examination hall. Permission will not be granted to sit the examination without submitting this admission card. Immediately after the issue of admission cards to the candidates a newspaper notification will be published to that effect by the Department of Examinations. If the admission card is not received even after the lapse of 2 or 3 days after the publication of such notice candidates should notify the Department of Examinations as indicated in the notification. It will be more useful to notify the Department along with a certified photocopy of the application retained by the candidate, registration receipt and a fax number when it is outside Colombo to send the admission card, along with the letter of request.

07. The Heads of Departments should approve duly leave for the officers for whom admission cards have been issued by the commissioner of Examinations to enable them appear for the examination. No traveling expenses will be paid for this purpose.

08. Candidates should answer the question papers in the language medium they received education or the state language. Permission will not be granted later to change the language medium applied by the Candidates. This examination will be held only in Sinhala, Tamil and English mediums.

09. This examination will be held only in Colombo.

10. Examination procedure :
 (Examination relating to the above posts will consist of the following subjects)

<i>Subject</i>	<i>Subject No.</i>	<i>Marks</i>	<i>Time</i>
01. Establishments Code and Financial Regulations	01	100	03 hours
02. Development Administration	02	100	03 hours

01. First question paper (Establishments Code and Financial Regulations) :

- (i) Chapters I, II, VI and XII in the Establishments Code ;
- (ii) All Chapters in Part Two of Establishments Code ;
- (iii) Financial Regulations Chapters IV and V.

02. Second question paper (Development Administration) :

- (i) Constitution of the Democratic Socialist Republic of Sri Lanka and its 13th Amendment.
- (ii) Provincial Councils Act and its amendments.
- (iii) Organization Structure of the Ministry and details of duties assigned at each level.

(Officers should obtain a minimum of 40% marks allocated for each subject for a pass)

11. Issue of an admission card to a candidate should not be treated as an acceptance of the fulfillment of his qualifications to appear for the examination.

12. Regarding any matter for which no provision has been made by this Circular the decision of the Secretary, Ministry of Education will be the final decision.

SUNIL S. SIRISENA,
Secretary,
Ministry of Education.

Ministry of Education,
Isurupaya,
Battaramulla,
05th July, 2010.

Specimen Application Form

FIRST EFFICIENCY BAR EXAMINATION FOR
MANAGEMENT ASSISTANTS RECRUITED FOR
NATIONAL SCHOOLS UNDER THE CENTRAL
GOVERNMENT - 2010

මධ්‍යම ආණ්ඩුව යටතේ ජාතික පාසැල් සඳහා බඳවාගනු ලැබූ
කළමනාකාර සහකාර තනතුරුධාරීන් සඳහා වන පළමුවැනි
කාර්යක්ෂමතා කඩඉම් විභාගය - 2010

(For office use)

Language medium for
the examination
(Relevant number should be written within the cage)

- Sinhala - 2
- Tamil - 3
- English - 4

01. Name with initials with initials at the end : _____.

(In English capital letters) Examples : SUNIL, J. M. U.

1.1 Names denoted by initials : _____.

(In English capital letters)

1.2 Name in full : _____.

(In Sinhala/Tamil)

1.3 National Identity Card No. :

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02. Place of work and address :

2.1 Name of school/COE/Teachers' College/Office : _____.

2.2 Official address : _____.

(In English capital letters)

03. Post held at present : _____.

(Certified copy of letter of appointment should be annexed)

3.1 Reference number of letter of appointment : _____.

3.2 Date of appointment : _____.

04. Subject/Subjects applied (Please see paragraph 10 in Gazette Notification)

Serial No.	Subject	Subject No.
01		
02		

I hereby declare that the particulars furnished above are true and correct and I am entitled to sit this examination in the medium indicated above and I also agree to abide by the rules and regulations to be imposed by the Commissioner General of Examinations relating to the conducting of this examination.

Signature of candidate.

Date : _____.

Note.- Candidate should sign in the presence of his Head of Department or an officer authorized to sign on behalf of the Head of Department.

Receipt should be affixed here (only if it is relevant) (It will be useful to retain a photocopy of the receipt)

ATTESTATION OF SIGNATURE

I certify that Mr./Mrs./Miss who is an officer in my office/School/College of Education/Teachers' College and who is personally known to me placed his/her signature on..... in my presence.

Signature of Certifying Officer and
his official frank.
(Principal/President NCOE/Teacher's
College/Staff Officer).

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

CERTIFICATE OF HEAD OF DEPARTMENT

I certify,

- 1. That the information furnished by the candidate was verified
- 2. That a certified copy of the letter of appointment is annexed ;
and
- 3. That the officer is eligible to sit this examination.

Signature of certifying officer and his official frank,
(Zonal Director of Education/President (NCOE)/
Head of Department).

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

MINISTRY OF HIGHER EDUCATION

Sri Lanka Institute of Advanced Technological Education (SLIATE)

ADMISSION OF STUDENTS TO THE HIGHER NATIONAL DIPLOMA IN ENGINEERING (HNDE) COURSE ACADEMIC YEAR - 2010/2011

APPLICATIONS are invited from suitably qualified persons for admission to the above course.

Higher National Diploma in Engineering is a full-time English medium course of three-year duration of theory and six months in-plant training and is offered in three areas of specialization, namely Civil, Electrical and Mechanical Engineering. HNDE is accredited by the Council of Engineering Institute (UK) to grant exemption for the part one examination of the CEI (London) and it will lead to get the exemption of the part one examination of the Institute of Engineers, Sri Lanka. Beside that University of South Australia grant the exemption for the HNDE for their 4 year course leading to the B. Sc. (Eng.) as follows :

1. Mechanical Engineering Stream - Exemption of 2 years
2. Civil Engineering Stream - Exemption of 2 years
3. Electrical Engineering Stream - Exemption of 1 1/2 years

Some leading universities in United Kingdom has offered the opportunity for Higher National Diploma in Engineering holders to follow their Bachelor's Degree within one year while exempting the IELTS examination with offering the benefit of granting the two years work permit in UK after the graduation.

The syllabi, human and physical resources of this accademic program are being upgraded with the assistance of the Austria and the Netherlands Governments.

Addresses, Telephone Numbers of the Advanced Technological Institutes, conducting HNDE program are as follows :

<i>Institute</i>	<i>Address</i>	<i>Telephone Numbers</i>
Advanced Technological Institute - Mattakkuliya	No. 42, Rodrigo Place, Colombo 15	011-2529479 011-2521152
Advanced Technological Institute - Labuduwa	Siridamma Mawatha, Labuduwa, Akmeemana	091-2227880 091-2246179

The candidates should be fulfilled the following eligibility requirements to be considered for the enrolment of this accademic program.

1. That he/she is a citizen of Sri Lanka.
2. Those who followed the G. C. E. (A/L) [New Syllabus] conducted by the Commissioner of Examinations, Sri Lanka in or before 2009 must possess at least three passes in Combined Mathematics, Chemistry and Physics in one sitting.
3. A pass in English Language at the G. C. E. (O/L) Examination.

Preference will be given to applicants below 23 years of age as at the closing date of applications. The selection criteria is based on the average marks or Z- score at the G. C. E. (A/L) Examination.

The selected candidates should attend classes during weekdays as well as on certain days during weekends, if the necessity arises.

Prospective candidates are required to prepare their own applications in accordance with the specimen application form given below.

Please credit the application fee of Rs. 250 to Sri Lanka Institute of Advanced Technological Education (SLIATE) to the Current Account No. 025100133397613 at People's Bank, Hyde Park Corner Branch, or any other branch of the People's Bank in Sri Lanka and send the receipt along with the application.

All duly filled applications prepared according to the specimen application form appeared below should be directed to the relevant Advanced Technological Institute on or before 14th August, 2010. Candidates are required to write "Application for Admission to HNDE Course 2010/2011" in block capital letters on the top left-hand corner of the envelope. Applications which don't meet the above requirement will be rejected.

Persons who are following course of study as an internal student at any University in Sri Lanka/Affiliated University College/ Technical College, College of Education/Teacher Training College or any other Advanced Technological Institute will not be eligible to register as a full time student in the Sri Lankan Institute of Advanced Technological Education. Please note that if any student is found to be following a full time course at any other state institutes concurrently, his/her registration will be cancelled by the Sri Lanka Institute of Advanced Technological Education with immediate effect. It should be noted that the registered as a student in SLIATE will lose the opportunities to register in Universities of Sri Lanka functioning under the University Grant Commission.

Please note that the decision of the Director General, SLIATE will be the final decision on the admission of students to ATI, Mattakkuliya and ATI, Labuduwa for the Academic Year 2010/2011.

H. T. KAMAL PATHMASIRI,
 Director General,
 Sri Lanka Institute of Advanced Technological Education.

No. 18/2, Ward Place,
 Colombo 07,
 web site : www.sliate.net

SPECIMEN APPLICATION FORM

SRI LANKA INSTITUTE OF ADVANCED TECHNOLOGICAL EDUCATION (SLIATE)

ADMISSION OF STUDENTS TO THE HIGHER NATIONAL DIPLOMA IN ENGINEERING (HNDE)
 COURSE ACADEMIC YEAR - 2010/2011

Preferred Institute

01. Name with initials :

02. Names denoted by initials :

03. National Identity Card No. :

04. Date of birth :

05. Sex : Male Female

06. Permanent Address (Within the box below) :

07. Administrative District :

08. Field of Engineering in order of preference :

1st Preference	<input type="text"/>
2nd Preference	<input type="text"/>
3rd Preference	<input type="text"/>

09. Result for English Language at the G. C. E. (O/L) :

Year	Index No.	Grade
<input type="text"/>	<input type="text"/>	<input type="text"/>

10. Result of the best attempt at the G. C. E. (A/L) Examination (in or before 2009) :

Subject	Grade
1. Combined Mathematics	<input type="text"/>
2. Physics	<input type="text"/>
3. Chemistry	<input type="text"/>
4. Common General Test	<input type="text"/>
Z-score	<input type="text"/>

Year	Index No.	Medium	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Attempt	1st	2nd	3rd
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

I hereby declare that I am not following any other full time course of study in any other state institution. I am aware that my registration will be cancelled at any time during the period of study if it is found that I concurrently follow a full-time course at any other state institution. I certify that the information furnished herein is true and accurate to the best of my knowledge.

Signature of Applicant.

Date : _____.

(The bank receipt for Rs. 250 should be annexed)

07-574

SRI LANKA POLICE

Open Competitive Examination for the Selection of Assistant Superintendents of Police - 2010

IN this notice, the term "Cabinet" means the Cabinet of Ministers of the Democratic Socialist Republic of Sri Lanka.

01. Examination :

- 1.1 A competitive examination will be held in Colombo on some date in year, 2010 for the selection of Assistant Superintendents of Police. The date of the Examination will be notified later.
- 1.2 The Post of Assistant Superintendent of Police is permanent and pensionable.
- 1.3 The number of vacancies to be filled and the date on which the appointments shall take effect will be determined by the Cabinet.
- 1.4 If the Cabinet so decides that it is not in the interest of public to fill the vacancies, this examination may be postponed or cancelled.

02. Eligibility :

- 2.1 For the Post of Assistant Superintendent of Police in the ordinary Police Service.
 - 2.1.1 A candidate should –
 - (a) be a citizen of Sri Lanka ;
 - (b) be not less than 22 years and not more than 32 years of age ;
 - (c) possess a degree from a University recognized by the University Grants Commission ;
 - (d) be of excellent moral character ;
 - (e) be an unmarried person ;

- (f) be of good constitution and physically fit for service in any part of the island ;
- (g) be of minimum eyesight between 6/6 and 6/12 and of normal colour vision without wearing spectacles or contact lenses ;
- (h) be of a minimum height of 5 feet 6 inches ; and
- (i) be a male.

Note (1).– Police Officers who possess a degree from a recognized University and who are not more than 35 years of age as at the closing date of the applications may also apply to sit this examination as external candidates if they have satisfied the other qualifications. Such applications should be forwarded through the Head of Department.

Note (2).– The Cabinet of Ministers reserves the right to enlist the applicants who are half inch below the physical requirement ; provided they are outstanding sportsmen/ women who have represented the country in or out of Sri Lanka, or have shown outstanding performance in sportsmeets and competitions in Sri Lanka at National Level and satisfy other requirements.

2.2 For the Post of Assistant Superintendent of Police (Medical Officer) :

2.2.1 A candidate –

- (a) should be a citizen of Sri Lanka ;
- (b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
- (c) should possess a degree on Western Medicine from a University recognized by the University Grants Commission ;
- (d) shall have the full registration with the Medical Council of Sri Lanka ;
- (e) may be married or unmarried ;

- (f) should be of good constitution and physically fit for service in any part of the island ;
(g) may be male or female.
- 2.2.2 The career progress of the Post of Assistant Superintendent of Police (Medical Officer) will only be up to the Post of Deputy Inspector General (Medical Officer).
- 2.3 For the Post of Assistant Superintendent of Police (Information Technology) :
- 2.3.1 A candidate –
(a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Information Technology from a University recognized by the University Grants Commission ;
(d) may be married or unmarried ;
(e) should be of good constitution and physically fit for service in any part of the island ;
(f) may be male or female.
- 2.3.2 The career progress of the Post of Assistant Superintendent of Police (Information Technology) will only be up to the Post of Deputy Inspector General (Information Technology).
- 2.4 For the Post of Assistant Superintendent of Police (Civil Engineering) :
- 2.4.1 A candidate –
(a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Civil Engineering from a University recognized by the University Grants Commission ;
(d) may be married or unmarried ;
(e) should be of good constitution and physically fit for service in any part of the island ;
(f) may be male or female.
- 2.4.2 The career progress of the Post of Assistant Superintendent of Police (Civil Engineering) will only be up to the Post of Deputy Inspector General (Civil Engineering).
- 2.5 For the Post of Assistant Superintendent of Police (Architecture) :
- 2.5.1 A candidate –
(a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Architecture from a University recognized by the University Grants Commission ;
(d) may be married or unmarried ;
(e) should be of good constitution and physically fit for service in any part of the island ;
(f) may be male or female.
- 2.5.2 The career progress of the Post of Assistant Superintendent of Police (Architecture) will only be up to the Post of Deputy Inspector General (Architecture).
- 2.6 For the Post of Assistant Superintendent of Police (Electrical Engineering) :
- 2.6.1 A candidate –
(a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Electrical Engineering from a University recognized by the University Grants Commission ;
(d) may be married or unmarried ;
(e) should be of good constitution and physically fit for service in any part of the island ;
(f) may be male or female.
- 2.6.2 The career progress of the Post of Assistant Superintendent of Police (Electrical Engineering) will only be up to the Post of Deputy Inspector General (Electrical Engineering).
- 2.7 For the Post of Assistant Superintendent of Police (Mechanical Engineering) :
- 2.7.1 A candidate –
(a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Mechanical Engineering from a University recognized by the University Grants Commission ;
(d) may be married or unmarried ;

- (e) should be of good constitution and physically fit for service in any part of the island ;
(f) may be male or female.
- 2.7.2 The career progress of the Post of Assistant Superintendent of Police (Mechanical Engineering) will only be up to the Post of Deputy Inspector General (Mechanical Engineering).
- 2.8 For the Post of Assistant Superintendent of Police (Electronic Engineering) :
- 2.8.1 A candidate –
- (a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Electronic Engineering from a University recognized by the University Grants Commission ;
(d) may be married or unmarried ;
(e) should be of good constitution and physically fit for service in any part of the island ;
(f) may be male or female.
- 2.8.2 The career progress of the Post of Assistant Superintendent of Police (Electronic Engineering) will only be up to the Post of Deputy Inspector General (Electronic Engineering).
- 2.9 For the Post of Assistant Superintendent of Police (Veterinary Medicine) :
- 2.9.1 A candidate –
- (a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Veterinary Medicine from a University recognized by the University Grants Commission ;
(d) may be married or unmarried ;
(e) should be of good constitution and physically fit for service in any part of the island ;
(f) may be male or female.
- 2.9.2 The career progress of the Post of Assistant Superintendent of Police (Veterinary Medicine) will only be up to the Post of Deputy Inspector General (Veterinary Medicine).
- 2.10 For the Post of Assistant Superintendent of Police (Western Music) :
- 2.10.1 A candidate –
- (a) should be a citizen of Sri Lanka ;
(b) should be not less than 22 years and not more than 32 years of age as at the closing date for applications ;
(c) should possess a degree on Aesthetics (Music) or a degree equivalent to it from a University recognized by the University Grants Commission ;
(d) should have received a Diploma in Western Music (Theory and Practice) from the London Royal/Trinity College of Music. If the candidate has only passed practical Examination at the London Royal/Trinity College of Music, the candidate should have passed Theory in Grade VI of Western Music ;
(e) should have the ability to play Western Musical Instruments (Brass, Woodwind instruments) and (Piano, String instruments) ;
(f) should have obtained the knowledge on conducting Western Music bands and Arrangements in Western Music ;
(g) should be of good constitution and physically fit for service in any part of the island ;
(h) may be male or female ;
(i) may be married or unmarried.
- 2.10.2 The career progress of the Post of Assistant Superintendent of Police (Western Music) will only be up to the Post of Deputy Inspector General (Western Music).
03. Candidates recruited for the posts stated in 2.2 to 2.10 will be given facilities for further education.
04. Officers who will be recruited for the posts mentioned from 2.2 to 2.10 above will not be assigned for police duties and they will be engaged only in duties for which they have been recruited.
05. *Salary Scale.* – According to of Public Administration Circular No. 06/2006 dated 25.04.2006, the Salary Scale of SL-I-2006 will be applicable. As such :
- Monthly Salary Scale :*
- Rs. 22,935 -10x645 -8 x790 - 17x1,050- Rs. 53,555 (Efficiency Bar Examination is before Rs. 24,870)
06. *Methodology of Selection.* – Methodology for selection is as follows :
- 6.1 *Interview to Check the Basic Qualifications.* – Of the applications received, those who have satisfied the basic requirements will be called for the Preliminary Interview at which –
- (a) Height will be checked.
(b) Originals of the certificates will be checked.

6.2 *Written Examination.*— Only those who have qualified at the Preliminary Interview will be called for the Written Examination. The Written Examination will be conducted by the Commissioner General of Examinations and will consist of the following subjects. Duration and marks are also given below :

01. Intelligence Test	Duration 1 hour	100 marks
02. General Knowledge	Duration 1 hour	100 marks
03. Language Proficiency	Duration 2 hours	100 marks

6.3 100 marks will be allotted for the *Viva Voce* Test.

Note I.— The candidates will be summoned to this test from the priority list prepared according to the aggregates of the candidates who will have obtained at least 40% marks for each subject at a Written Examination.

Note II.— The marks obtained at the Written Examination will not be made available to the Interview Board.

6.4 *Inquiries into the Background.*— In order to ascertain the good character and conduct of the applicant and his background, a report will be obtained regarding the applicant and his close relatives and acquaintances.

6.5 *Medical Examination.*— Selected candidates will be required to undergo a medical examination to check their physical fitness for service as a police officer in any part of the island.

6.6 *Calling for Training.*— Only those who are successful at the Medical Examination will be recruited and called upon to undergo the training. Candidates selected for all the posts will be subjected to a training period of one year.

07. *Medium of the Examination :*

- (a) The Examination will be held in Sinhalese, Tamil or English.
- (b) A candidate should sit the Examination in the language in which he passed the qualifying examination or in an Official Language.
- (c) A candidate who has passed the subjects at the qualifying examination in more than one language should sit the Examination in the language in which he passed the majority of subjects at such examination or in an Official Language.
- (d) A candidate with a Special Degree who has passed the principal subject in one language and the extra subject in another language should sit in the language in which he passed the principal subject or in an Official Language.

Note :

- (i) The term "Qualifying Examination" in (b) and (c) above refers to the Examination mentioned in paragraph 2.1(c) and 2.1 Note 1.

(ii) A candidate must sit all the papers of the examination in one and the same language.

(iii) A candidate will not be permitted to change the language of the examination indicated in the application.

08. *Syllabus :*

1. *General Intelligence.*— (Duration 1 hour - 100 marks)
To assess the candidate's capacity of comprehension, qualification and perception of time-space relationship by measuring the candidate's inferences and responses to problems presented in verbal, numerical and spatial context.
2. *General Knowledge.*— (Duration 1 hour - 100 marks)
To test the candidate's awareness and understanding of the social, cultural, educational, scientific, political, economic and other factors in the existing in National, Regional and Global environment as well as various organizational environments in our social environment.
3. *Language Proficiency (Comprehension and Essay Writing)*
(Duration 2 hours - 100 marks)

To test the candidate's capacity for conceptualization, critical reasoning and his judgment abilities in the development, organization and presentation of ideas and information on a topic/theme chosen by the candidate from a given set of topics/themes and his ability to comprehend a fairly complex passage, a piece of writing or a memorandum and express the salient ideas thereof concisely, clearly and accurately in the candidate's own words.

09. *Method of Application :*

- (a) The application should be in the form of the specimen appended to this notification and should be prepared by the candidate himself on either surfaces of sheets of paper of size 8" x 12" (A-4). It should be specially noted that the application forms should be so prepared so that 1 to 5 should appear on the front side of the sheet and 6 to 10 on the other side.
- (b) The application should be in the language in which the candidate intends to sit the examination.
- (c) The completed application form for the examination should be sent by Registered post to reach the Director Recruitments, Trainees Recruitment Office, No. 375, Havelock Road, Colombo 06 on or before 06.09.2010. The words "Open Competitive Examination for the selection of Assistant Superintendents of Police - 2010" should be clearly indicated on the top left-hand corner of the envelope enclosing the application. Applications received after the closing date will not be accepted.

(d) Any application which is not complete in every respect will be rejected. No complaint that an application has been lost or delayed in the post will be entertained.

10. Fee :

10.1.1 The Entry Fee is 300 Rupees.

10.1.2 This fee should be paid to the nearest District/ Divisional Secretariat prior to the closing date for application with instructions to credit the payment to Revenue Head 4000-20-03-20-13. The receipt obtained from District/Divisional Secretariat should be attached to the application. Keeping a photocopy of the application and the receipt may be useful.

10.2 The Entry Fee is non-refundable either in full or in part.

11. Receipt of Applications :

11.1 Receipt of applications will not be acknowledged. A notice will be published in the newspapers as soon as letters calling for the Preliminary Test are issued to applicants. They are advised to be vigilant about such a notice.

11.2 The Commissioner General of Examinations will issue admission cards to the respective candidates in accordance with the list of applicants and their applications submitted to the Examinations Department after the Preliminary Interview and the Endurance Test. The candidates are required to have their signature attested on the admission card and produce it to the officer in charge of the Examination Centre. The candidates who fail to do so will not be allowed to sit for the examination.

11.3 Candidates are required to sit the examination in the examination hall assigned to them. No candidate will be allowed to sit the examination in any examination hall other than the one assigned to him.

11.4 The candidates who do not receive their admission cards at least 7 days prior to the date of examination should inform the Commissioner General of Examinations immediately. The following information should be furnished when he is so informed. :

- (1) Post applied for ;
- (2) Name of the Examination ;
- (3) Candidate's name in full ;
- (4) Address in full ;
- (5) Post Office, Registration Number and Date of Dispatch of the application ; and
- (6) The place at which money has been paid, the date of such payment and the Receipt Number.

11.5 Admission to the examination does not constitute an acceptance of eligibility.

12. Attestation of the Signatures of Candidates :

12.1 The signature of the candidates in the Public Service must be attested by their respective Heads of Department or any other officer authorized to do so, on their behalf.

12.2 The signature of other applicants should be attested by a person authorized to do so, i. e. a Justice of the Peace, a Commissioner of Oaths and Attorney-at-Law, a Notary Public, a Principal of a Government School or a Commissioned Officer of the Navy, Air Force or Army, or a permanent Public Officer drawing a salary of or above Rs. 233,580 per annum.

13. Identity of candidates.- Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject that the candidate sits. For this purpose, any of the following documents will be accepted :

- (a) An identity card issued by the Department of the Registration of Persons ;
- (b) A valid passport.

14. Penalty for Furnishing False Information.- If a candidate is found to be ineligible according to the regulations applicable to this examination, his candidature is liable to be cancelled at any stage prior to, during or after the examination. If any of the particulars furnished by a candidate are found to be false or if he has willfully suppressed any material facts, he will be liable for dismissal from the Public Service or removal after recruitment.

15. Documents.- Candidates will be required to produce the originals of the following documents when called upon to do so :

- (a) Birth Certificate (Certificates issued for the purpose of use in Schools or Baptismal Certificates will not be accepted) ;
- (b) Educational certificates and certificates pertaining to practical experience ;
- (c) Not more than four character certificates including those from schools. At least one testimonial should be from the candidate's Instructor or Professor of Studies.

16. Canvassing.- Canvassing in any form or attempting to influence the selection will disqualify the candidate concerned.

17. Terms of Engagement :

- (i) This post is permanent. Appointees will be entitled to a pension.
- (ii) All Officers will be required to contribute to the Widows'/Widowers'/Orphans' Pension Scheme.

18. General Conditions :

- (i) Attention of the candidates is called to the General Conditions applicable to appointment to posts in the Public Service published at the beginning of Part IIA of the Gazette of the Democratic Socialist Republic of Sri Lanka.

(ii) Assistant Superintendents of Police recruited for all posts shall be subject to the provisions of the Police Ordinance No. 16 of 1865 and its Amendments.

(iii) The candidates who have applied for the posts of ASP (Medical Officer), ASP (Information Technology), ASP (Civil Engineering), ASP (Architecture), ASP (Electrical Engineering), ASP (Mechanical Engineering), ASP (Electronic Engineering), ASP (Veterinary Science) and ASP (Western Music) are not eligible to apply for the post of Assistant Superintendent of Police in the ordinary Police Service.

(iv) Both male and female officers recruited to each and every post will be subject to being called to serve in any Province of the country.

19. Any matter not provided for in these regulations will be decided at the discretion of the Cabinet of Ministers.

By the order of the Ministry of Defence,
Public Security, Law and Order,

Dr. MAHINDA BALASURIYA,
Inspector General of Police.

July, 2010.

SPECIMEN APPLICATION FORM

SRI LANKA POLICE

OPEN COMPETITIVE EXAMINATION FOR THE SELECTION OF ASSISTANT
SUPERINTENDENTS OF POLICE - 2010

[Empty box for office use]

(For office use)

Medium through which the candidate
sits the examination

(Write only the relevant number in the
box : Sinhalese - 2, Tamil - 3, English - 4)

[Empty box for medium selection]

01. Post applied for

02. Name :

2.1 Name with initials at the end : _____
In English capital letters : Eg. SILVA, A. B.)

2.2 Name in full (in English capital letters) : _____

2.3 Name in full (in Sinhalese/Tamil) : _____

2.4 National Identity Card No. :

[National Identity Card Number grid]

03. Address :

3.1 Permanent address (in English capital letters) : _____

3.2 Permanent address (in Sinhalese/Tamil) : _____

3.3 Official address (if applicable, in English capital letters) : _____

3.4 Address to which the Admission Card should be sent : _____

04. 4.1 Race :

(write only the relevant number in the box :
Sinhalese - 1, Tamil - 2, Indian Tamil - 3,
Muslim - 4, Other - 5)

[Race selection box]

4.2 Sex :

(write only the relevant number in the box :
Female - 1, Male - 2)

[Sex selection box]

4.3 Marital status :

(write only the relevant number in the box :
Single - 1, Married - 2, Widowe(r)d -3,
Divorced - 4)

[Marital status selection box]

4.4 Date of birth :

Year : [][][][] Month : [][] Date : [][]

4.5 Age as at 2010 :

Years : [][][][] Months : [][] Days : [][]

05. (i) Effective date of the Degree : _____

(ii) University/Institute : _____

(iii) Date and No. of Registration : _____

(iv) Whether Internal or External : _____

(v) Name of the Degree : _____

(vi) Subjects : _____

(vii) Class achieved : _____

(viii) Whether upper or lower : _____

(ix) Index No. : _____

(x) Language medium of the examination : _____

06. Physical fitness :

(i) Height : Feet : _____ Inches : _____

(ii) Chest (expanded) :
Inches : _____ (Applicable to male candidates)

07. Whether holding a post in the Police Service at present : _____

If yes, the post currently held and the date of appointment : _____

08. Paste the receipt here securely (keep a photocopy of it with you)

[Empty box for receipt pasting]

09. Affirmation by the candidate :

I certify that to the best of my knowledge and belief, the information stated herein is true and that I have affixed above the receipt bearing No. dated being payment of the entry fee, paid to the District/Divisional Secretariat. Further I agree to be bound by the rules and regulations of the Examination and any decision that may be taken to cancel my candidacy before, during or after the Examination if it is

found that I am ineligible according to the rules pertaining to this examination.

_____,
Signature of the candidate.

Date : _____.

10. Attestation of candidate's signature (Should be in accordance with Paragraph 10 of the notification) :

I certify that Mr./Mrs./Miss. (name in full) who is employed/residing at is personally known to me and that he/she placed his/her signature in my presence on

_____,
Signature of Attester.

11. Certificate of the Head of Department :

I certify that Mr./Mrs./Miss. who is submitting this application, is an employee of Department/ Corporation/Board and can be released from service if he/she is selected to the post applied for.

_____,
Head of the Department.

Designation : _____.

Date : _____.

07-652