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

අංක 1,540 - 2008 මාර්තු 07 වැනි සිකුරාදා - 2008.03.07  
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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.**—(i) Regional Infrastructure Development Levy (Amendment) Bill is published as a supplement to the *Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka* of January, 25th, 2008.

(ii) Finance Act, No. 11 of 2004 (Amendment) Bill is published as a supplement to the *Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka* of January, 25th, 2008.

(iii) Finance Act, No. 05 of 2005 (Amendment) Bill is published as a supplement to the *Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka* of January, 25th, 2008.

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

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

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

All notices to be published in the weekly *Gazette* should reach this Department positively by 12 noon of the Friday, two weeks prior to date of publication *e.g.*, Notices for publication in the weekly *Gazette* of 14th March 2008, should reach the Government Press on or before 12 noon on 29th February, 2008.

LAKSHMAN GOONEWARDENA,  
Government Printer.

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

### 1. General Qualifications required :

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

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

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

### 2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### 4. Terms of Engagement :

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

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

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

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

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

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

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

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

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

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

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

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

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

Recruitment and Promotion in the Public Service, Provincial Public Service, Public Corporate Sector and Companies fully owned by the Government will be done in accordance with the policy laid down in the Public Administration Circulars No. 15/90 of 09.03.1990, 15/90 (1 of 25.03.1990 & 15/90 (ii) of 15.06.1990 with effect from 01.01.1990 subject to amendments that will be done by subsequent public Administration Circulars.

**Rules and Instructions for Candidates**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any 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.

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

**Posts - Vacant**

**MINISTRY OF SCIENCE AND TECHNOLOGY**

**SPECIMEN APPLICATION FORM**

**Post of Assistant Director-Social interactions**

**POST OF ASSISTANT DIRECTOR SOCIAL INTERACTIONS**

APPLICATIONS are invited for the post of Assistant Director – Social interactions of the Ministry of Science and Technology from suitable persons possessing the following qualifications. The selected applicant should serve at the Technology Transfer Unit of this Ministry, and the main task will be to coordinate the transfer of technology activities between the Ministry and S & T Institutions and other relevant institutes. In addition, he/she has to undertake "Need Assessment and impact Assessment" studies before and after transferring technologies.

Science and Technology Transfer Unit – Ministry of Science and Technology

**Part – I (to be filled in by the applicant)**

1. Name in Full :-----.
2. Address :-----.
3. Age and date of birth :-----.
4. Marital Status :-----.
5. Educational Qualifications :-----.

Applications should be prepared according to the specimen given in the advertisement and should be sent under registered cover addressed to "the Secretary, Ministry of Science Technology, 408, Galle Road, Colombo 03" to be received by him on or before 28.03.2008. Applications received after the prescribed date will be rejected and the Ministry will not be held responsible for applications lost in the post. Envelopes containing the applications should have "Assistant Director Social Interaction" clearly written or the top left hand corner.

**Details regarding the first degree :**

<i>Name of the degree, Year and the name of the University</i>	<i>Subjects offered</i>	<i>Results</i>

*Age Limit.*- Should not be below 18 years of age or over 45 years. The upper age limit is not applicable to persons who are already in the government or local government service.

**Details of the Postgraduate Degree/Qualifications if any :**

<i>Name of the postgraduate degree/ diploma, year and the institution</i>	<i>Subjects Offered</i>	<i>Results</i>

*Education Qualifications.*- Should possess a special degree from a recognized university with 1st class or 2nd class pass in economics or political science or sociology subjects.

*Professional & Other Qualifications.*- Should possess a through knowledge of Methodologies that could be adopted to identify the latest advanced technologies of the world and to transfer these technologies to the village level to improve the economy's & social interactions of the rural communities, with experience of at least more than One year in the relevant field. The relevant qualifications should be supported by the submission of relevant certificates.

*Salary Scale.*- Rs. 22,935-10x645-29,385

*Method of recruitment.*- Suitable candidates will be selected through a structural interview Priority will be given to officers with the experience of working in an institution/Unit/division/related to this subject area, under the Ministry.

**Conditions of service :**

- (i) This is a permanent and pensionable post
- (ii) Provision of Sections 10 to 12 of chapter II of the Establishment Code, are applicable.

By order of the Public Service Commission,

Secretary,  
 Ministry of Science and Technology.

No. 408, Galle Road,  
 Colombo 03,  
 21st February, 2008.

**6. If employed presently :**

- (i) designation and salary scale :-----.
- (ii) Official address :-----.

**7. Professional experience in relation to Technology Transfer and Social Interaction activities :**

- (i) Details on experience gained by engaging in programmes and projects related to Social and Economics Interaction :-----.
- (ii) Details on experience in organizing and conducting projects in technology transfer if any :-----.  
 (A detail report Should be submitted regarding the above 07. (I) and (II).

8. If employed previously at a Government Department or a State Corporation the reasons for resignation from service :

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

9. Have you been convicted of a criminal offensive in a court of law? Yes/No :-----.

If Yes, give details on the offence and the punishment received :  
-----.

10. Other Qualifications :-----.

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

I certify that the above information is true and accurate.

-----,  
Signature of the applicant.

Date :-----.

Certificate of the head of the Department :

The Particulars furnished by Mr./ Mrs./ Miss .....  
..... serving in the .....  
Ministry/ Department/Corporation in the post of .....  
..... are true and accurate according to my knowledge. If  
he/ she is selected for this post he/she can/cannot be released from  
service in this institution.

-----,  
Signature of Head of Department.  
(Place the Official Seal).

Date :-----.

03-100

**GOVERNMENT PRINTING DEPARTMENT**

**Posts of Machine-Minder-Class III-Grade III of Sri Lanka  
Printing Service**

APPLICATIONS are invited from citizens of Sri Lanka for the Posts of Machine-Minders-Class III-Grade III of Sri Lanka Printing Service. The Application should be prepared as per the Specimen Application form which appears at the end of this Notification, and be sent by Registered Post, addressed to "Government Printer, Government Printing Department, P. O. Box 507, Dr. Danister de

Silva Mawatha, Colombo 08" so as to reach on or before 04.04.2008. The version "Post of Machine-Minder" should be marked at the top left hand corner of the envelope bearing the Application.

Note : (a) The furnished Application or related documents should be sent addressed only to the Government Printer and not to the name of any officer, individually.

(b) Complaints made, regarding the loss or delay in the course of sending the application by post, will not be considered.

(c) Applicants who are presently employed in Government Departments or Corporations should send their Applications through the Heads of their respective Departments/Corporations.

2. *Salary Scale.*— The consolidated monthly salary for this post will be Rs. 14,910 – 10x170–11x180–6x240–14x320 — Rs. 24,510.

3. *Age Limit.*— Applicants should not be above 45 years of age. on 04.04.2008 (The upper age limit is not applicable for those who are presently in public service)

4. Educational & Other Qualifications (Trained Applicants) :

Should possess minimum of 10 years experience as Machine-Minder;

or

Should have successfully completed a Three year course in Printing Trade, conducted by Technical College-Colombo and possess the relevant Certificate, coupled with 5 years experience as a Machine-Minder.

5. *Conditions of Appointment.*— The Post is permanent and pensionable. The selected applicant should contribute for the Widow's & Orphan's Fund.

6. *General Conditions applicable.*— Section 12.1 and Sections 12.6 to 12.12 in Chapter 11 of Establishment Code will be applicable.

7. *Mode of Recruitment.*— The Applicants will be subjected to an Interview as well as Practical Test which will be conducted by a well-organised Selection Board. Eventually, those applicants who will have obtained more qualifications will be recruited according to the vacancies.

8. The attention of applicants is directed to the 'General Conditions applicable to Appointments in Public Services' which appears at the beginning of Part I : Section (IIA) of this *Gazette*.

LAKSHMAN GOONEWARDENA,  
 Government Printer.

Government Printing Department,  
 P. O. Box 507,  
 No. 118, Dr. Danister de Silva Mawatha,  
 Colombo -8  
 19th February, 2008.

**SPECIMEN APPLICATION FORM**

GOVERNMENT PRINTING DEPARTMENT

**POST OF MACHINE-MINDER CLASS III-GRADE III OF SRI LANKA PRINTING SERVICE**

1. (a) Name in full :-----.
- (b) Name with initials:-----.
2. (a) Postal Address:-----.
- (b) Permanent Address:-----.
3. District :-----.
4. (a) Date of Birth:-----.
- Year:-----, Month:-----, Date :-----.
- (b) Age as at 04.04.2008:
- Years -----Months -----Days.
5. Are you a citizen of Sri Lanka? :-----.
6. Educational & Other Qualifications:-----.
7. Vocational Qualification :-----.
- (Originals of Certificates should be produced at the Interview)
8. Present Occupation:-----.
- (with name and address of Employer)

9. Details of Experience in this field:

Post	Period of Service	
	From	To
-----	-----	-----
-----	-----	-----
-----	-----	-----

10. Have you ever been convicted of a punishable offence by any court of law?:-----.

I hereby declare that the foregoing particulars given by me are true and correct. I am aware that if any particular contained herein are found to be false or incorrect I will be liable to be disqualified before selection and to dismissal without any compensation if the inaccuracy is detected after the Appointment.

-----,  
 Signature of Applicant.

Date:-----.

**Certificate of Head of Department/Corporation**

(If the Applicant is employed in a Government Department or Corporation the Application should be forwarded through the Head of respective Department or Corporation)

I hereby certify that Mr.----- is employed in this Department/Corporation; His works and conduct are satisfactory and he possess the required qualifications to this post. I state that he can be/cannot be released from present service, if selected to the post applied.

-----,  
 Signature of Head of Department/Corporation  
 Authorised Officer.

Name:-----,  
 Designation:-----,  
 Address:-----,  
 Date :-----.

03-115

**REGISTRAR GENERAL'S DEPARTMENT**

**Posts of Registrars of Marriages, Births and Deaths - Gampaha 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 30th April, 2008.

E. N. GUNESGAR,  
Registrar General.

Registrar General's Department,  
No. 280, Main Street, Colombo 11,  
14th February, 2008.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which applications are called</i>	<i>Address to which applications, should be sent</i>
01 Gampaha	Wattala	Post of Registrar of marriages (General) in Aluth Kuru Korale South and Births and Deaths in Mattumagala area	District Secretary/Addl. Registrar General, District Secretariat, Gampaha
02 Gampaha	Minuwangoda	Post of Registrar of marriages (General) in Aluth Kuru Korale North and Births and Deaths in Udugampola Division	- do -
03 Gampaha	Ja- Ela	Post of Registrar of marriages (General) in Aluth Kuru Korale and Births and Deaths in Dandugama Division	- do -
04 Gampaha	Mahara	Post of Registrar of marriages (General) in Siyane Korale west Division and Births and Deaths in Dalupitiya Division	- do -
05 Gampaha	Meerigama	Post of Registrar of marriages (General) in Hapitigama Korale South and Births and Deaths in Yatigaha South Division	- do -
06 Gampaha	Negombo	Post of Registrar of Births and Deaths in Negombo Town (Hospital) Division	- do -
07 Gampaha	Ja-Ela	Post of Registrar of marriages (General) in Aluthkuru Korale South and Births and Deaths in Kaudana Division	- do -
08 Gampaha	Biyagama	Post of Additional Registrar of marriages (General) in Meegahawatta area in Siyane Korale West Division	- do -
09 Gampaha	Attanagalla	Post of Additional Registrar of marriages (General) in Bemmulla and Magalegoda area in Siyane Korale West Division	- do -

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which applications are called</i>	<i>Address to which applications, should be sent</i>
10 Gampaha	Gampaha	Post of Additional Registrar of Marriages (General) in Aluthgama, Bogamuwa area in Siyane Korale West Division	District Secretary/ Additional Registrar General/District Secretariat, Gampaha
11 Gampaha	Mahara	Post of Registrar of marriages (General) in Siyane Korale West Division and Births and Deaths in Mahara Division	- do -

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## **Examinations, Results of Examinations &c.**

### **EFFICIENCY BAR EXAMINATION AND THE WRITTEN TEST ON COMPUTER SKILLS FOR OFFICERS IN CLASS III OF PUBLIC MANAGEMENT ASSISTANTS' SERVICE - 2007 (I)**

IT is hereby notified that an efficiency bar examination and a written test on computer skills for officers in class III of the Public Management Assistants' Service will be held by the Commissioner - General of Examinations as per the provisions of the relevant approved service minutes in the month of July 2008.

2.0 Information on the eligibility of the candidates are furnished in Section Nos. 5 & 9 of the Public Management Assistants' Service Minute published in the Government *Gazette* No. 1372/23 of 24.12.2004. Any officer who had been appointed to a post in the Combined Services before 01.01.2004 should have been confirmed in his/her post as per the relevant service minute after fulfilling the requisites relevant to that service. Provisions of Public Management Assistants' Service Minute will apply totally for an officer who has assumed duties in a post after 01.01.2004.

3.0 This examination for officers in Class III of Public Management Assistants' Service will be held in Colombo, Kandy, Galle, Matara, Jaffna, Mannar, Mullaitivu, Trincomalee, Batticaloa, Kurunegala, Anuradhapura, Badulla, Ratnapura and Killinochchi. The relevant towns and town numbers are given below.

<i>Town</i>	<i>Town No.</i>
Colombo	01
Kandy	02
Galle	03
Matara	04
Jaffna	05
Mannar	06
Mullaitivu	07
Trincomalee	08
Batticaloa	09
Kurunegala	10
Anuradhapura	11
Badulla	12
Ratnapura	13
Killinochchi	14

A centre without sufficient number of candidates will be cancelled.

4.0 (i) This examination will be conducted by the Commissioner - General of Examinations and the candidates will be bound by the rules and regulations imposed by him.

(ii) The rules and regulations for candidates have been separately printed in the *Gazette* Notification. Candidates will be subjected to any punishment imposed by the Commissioner General of Examinations for violation of these rules and regulations.



5.0 The application for this examination should be in the form of specimen appended to this notification. Applicants should prepare the applications themselves according to the specimen. Applications prepared thus should be sent by the registered post through the respective Heads of Departments to reach the Commissioner-General of Examinations, Organizations and Foreign Examinations Branch, Department of Examination, Pelawatte, Battaramulla on or before 07th April 2008. The name of the examination should be indicated in the top left hand corner of the envelope of the application. Applications received after the closing date will be rejected.

6.0 *Identity of the Candidates.* - Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose, one of the following documents should be submitted to the supervisor.

- (i) National Identity Card issued by the Department of Registrations of Persons.
- (ii) A valid Passport.

The candidature of those who fail to produce any of the above mentioned documents may be cancelled at the discretion of the Commissioner General of Examinations.

7.0 *Applications.* - Applications should be prepared in a paper of A4 size in such a manner that para. Nos. 1.0 to 3.0 appear on the first page. The application could be typewritten but should be filled in correctly and legibly by candidates' own handwriting. Application should strictly conform to the specimen appended and candidates are advised not to send more than one application or photocopies.

The candidates appearing for the examination for the 1st time need not pay examination fees. However, stamps to the value of Rs. 90 for the whole examination and stamps to the value of Rs. 50 for a single subject should be affixed for subsequent sittings. The stamps should be duly cancelled by placing signature of the candidate and the date. Under any circumstances, the fees will not be refunded or transferred in respect of any other examination.

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

- (i) Name of the examination ;
- (ii) Full name of the candidate ;
- (iii) Full postal address ;
- (iv) Post office, registration number and the date of dispatch.

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

10.0 The officers may sit for this examination either in the language medium in which they sat for the entry examinations to the service or in one of the official languages. Candidates who entered the service without a competitive examination may sit for the examination in their medium of education or in one of the official languages.

11.0 Officers may appear separately for each subject at different occasions at their discretion. However they should score at least 40% of the total marks for each subject, for a pass.

12.0 Commissioner-General of Examination will release the results of the examination to the Director General of Combined Service and names of the successful candidates will be published in the *Gazette* of the Democratic Socialist Republic of Sri Lanka.

13.0 *Examination Procedure.* - Candidates should sit for a written examination which will consist of the following subjects.

<i>Subject</i>	<i>Subject No.</i>	<i>Marks</i>	<i>Duration</i>
(i) Office system	01	100	01 hr.
(ii) Accounting Systems	02	100	01 hr.
(iii) Computer Test	03	100	1 1/2 hrs.

- 13.1 *Office Systems.* - Basic knowledge in office systems adopted in Government offices and the ability of practical application of the knowledge will be tested. Further, the candidates' ability of understanding official correspondence, ability of indicating observations/ideas precisely and clearly and the skill of drafting letters as per the instructions given will be tested.

*Part I*

Consists of questions that require short answers. Should provide answers on the paper itself. Should answer all the questions. (25 marks.)

*Part II*

A question paper of structured essay type. Should answer 03 out of 04 questions. (75 marks).

- 13.2 *Accounting Systems.* - Candidates' knowledge in an understanding of basic accounting procedure adopted in Government offices and the purposes of books and records on financial control will be tested.

*Part I*

Consists of questions that require short answers. Should provide answers on the paper itself. Should answer all the questions. (25 marks.)

*Part II*

A question paper of structured essay type. Should answer 03 out of 04 questions. (75 marks.)

- 13.3 *Test on Computer Skills.* - Objective of this test is to verify the candidate's skills on the following :

Basic concepts of Information Technology

Windows Operating System

File Management

*Word Processing*

Basic skills, Screen Familiarization, Editing text

Aligning Text, Fonts and Attributes, Indenting

Paragraphs, change of Line Spacing

Tab settings, Finding and replacing text, Spelling and Grammar Thesaurus

Working with columns, Page setup

Printing documents, Creating Tables, Sorting text

File Management

Mail Merging

Working with macros

*Spreadsheets*

Basic skills

Formatting

Editing

Columns and ranges, Insertion and Deletion

Sorting data

Creating Charts

Printing

@ Function

Working with Macros, File Management

*Databases*

Introduction, Basic skills

Databases-Creation and application

Forms

Linked forms, Popup forms, Dialog and message boxess

Queries

Sorting

Reports

Working with macros

*Presentations/Graphics*

Basic skills, editing, formatting  
Applying Designs, Inserting images, clip art and graphs  
Slide Transition and effects, Animations  
Using Presentation tools, Preparing Masters, Printing slides and notes

*Internet*

Introduction to Internet, World Wide Web, How to navigate Practical Internet.

*E-mail*

Introduction, Basic skills, receiving mail, sending mail, responding to mails  
Working with attachments, Creating and using nick names  
Composing messages

This paper consists of two parts

*Part I*

Consist of 40 questions of MCQ type that require short answers. Duration 45 minutes (40 marks)

*Part II*

05 semi structured questions. Duration 45 minutes. (60 marks.)

*Note.* - As per Section 5:1:2 of Public Management Assistants' Service Minute, officers who possess computer driving licenses awarded by National Apprentice and Industrial Training Authority or an equivalent or a higher certificate issued by institutions recognized by Tertiary Education and Vocational Education Commission, which are given in Appendix I, will be exempted from the written test on computer skills.

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

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

Ministry of Public Administration  
and Home Affairs,  
Independence Square,  
Colombo 07,  
19th February, 2008.

APPENDIX I

The document of computer certificates issued by institutions recognized by Tertiary Education and Vocational Education Commission :

<i>Serial No.</i>	<i>Name of Institute</i>	<i>Address of Institute</i>	<i>Course</i>
1.	National Apprentice and Industrial Training Authority	Sri Jayawardanapura Road, Welikada, Rajagiriya	Computer Graphic Designer
2.	Apprentice Training Institute	No. 85, Galle Road, Katubedda, Moratuwa	Computer Application Assistant
3.	National Youth Services Council	No. 65, High Level Road, Maharagama	Computer Application Assistant
4.	District Vocational Training Institute	Galigamuwa Town, Ballapana	Computer Application Assistant

<i>Serial No.</i>	<i>Name of Institute</i>	<i>Address of Institute</i>	<i>Course</i>
5.	National Vocational Training Institute	No. 354, Elvitigala Mawatha, Narahenpita	Computer Application Assistant
6.	District Vocational Training Centre	Saragama, Kurunegala	Computer Application Assistant
7.	National Vocational Training Institute	No. 100, Kandawala Road, Ratmalana	Computer Application Assistant
8.	National Youth Services Councils	No. 65, High Level Road, Maharagama	Computer Hardware Technician
9.	Vocational Training Centre, National Youth Services Council Centre	Pallidora Road, Kawdana, Dehiwala	Computer Application Assistant
10.	National Apprentice and Industrial Training Authority	Negombo Road, Kurunegala	Computer Application Assistant
11.	Telecommunication and Computer Training Centre	Beruwala	Computer Hardware Technician
12.	North Central Office (NAITA)	No. 525, Maithiripala Senanayake Mawatha, Ratnayakepura, Anuradhapura	Computer Application Assistant
13.	Pannipitiya Rural Vocational Training Centre	Waskaduwa, Panapitiya	Desktop Publishing
14.	Rural Vocational Training Centre	Mudukatuwa	Computer Application Assistant
15.	Youn Niketanaya, National Youth Services Council	Anuradhapura	Computer Application Assistant
16.	Computer Education Centre	Sri Dharmarama Mawatha, Colombo 06	Computer Application Assistant
17.	Sri Lanka Nippon Rural Vocational Training Centre	Mahindarama Road, Ethul Kotte, Kotte	Computer Application Assistant
18.	Lalith Athulathmudali Vocational Training Centre	Station Road, Ratmalana	Computer Hardware Technician
19.	Computer Education Centre	Divisional Secretariat Office, Anguruwathota, Madurawela	Computer Application Assistant
20.	Vocational Training Centre National Youth Services Council Centre	Pallidora Road, Kawdana, Dehiwala	Computer Graphic Designer
21.	Technical College	Werellawatta, Yakkala, Gampaha	Computer Application Assistant
22.	Institute of Professional Computer Studies	178A, Colombo Road, Ratnapura	Computer Application Assistant

Serial	Name of Institute	Address of Institute	Course
23.	Institute of Professional Computer Studies	178A, Colombo Road, Ratnapura	Computer Graphic Designer
24.	Technology and Computer Training Institute	No. 15, 1/1, Piyadasa Sirisena Mawatha, Maradana, Colombo 10	Computer Graphic Designer
25.	Technology and Computer Training Institute	No. 15, 1/1, Piyadasa Sirisena Mawatha, Maradana, Colombo 10	Computer Applications Assistant
26.	Cholankanda Youth Training Centre	Udahenthanna, S. P. O. 20506, Via Gampola	Computer Applications Assistant
27.	Institute of Professional Computer Studies	178A, Colombo Road, Ratnapura	Computer Hardware Technician

### Specimen Application Form

(For Office use Only)

#### Efficiency Bar Examination and the Written Test on Computer Skills for Officers in Class III of Public Management Assistants' Service - 2007 (I)

	Town	Town No.
1.		
2.		

(Indicate the town in which you intend to sit the examination as per *gazette* notification)

Language medium of examination :

Sinhala-2, Tamil-3, English-4

(Indicate the relevant number in the cage)

1.0 1.1 Name with initials :———.

(In block capitals)

eg : SILVA A. B

1.2 Name in Full :———.

(In block capitals)

1.3 Name in Full :———.

(In Sinhala/Tamil)

2.0

2.1 Name and Address of the Office/Department/Institution :———.

(In block capitals)

2.2 Name and Address of the Office/Department/Institution :———.

(In Sinhala/Tamil)

2.3 Address to which the admission card should be sent :———. (In block capitals)

3.0

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

3.2 Date of Birth : Year  Month  Date

3.3 N. I. C. No. :

4.0 Present Post -

4.1 Post :———. 4.2 Appointment Letter Number :———.

5.0 Subject/s you are offering now : (Refer para no. 13.0 of the gazette notification)

Serial No.	Subject	Subject No.
01		
02		
03		

6.0

6.1 Are you sitting the examination for the first time ? :———. 6.2 If not, value of the stamps affixed :———. 6.3 Stamp Cage :

Please affix Stamps to the value of Rs. 90 for whole examination and Rs. 50 for only one subject

N.B.- Candidates should affix stamps to the correct value and cancel them by placing his/ her signature and date on them. Stamps should not overlap when affixed.

I declare that the information furnished above are correct and that I am eligible sit for the examination in the language medium mentioned above. The stamps affixed are valid and are to the value of Rs. .... I agree to abide by the rules and regulations of this examination.

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

Date :———.

Note.- Candidate should place his/her signature in the presence of his/her respective Department Head or an officer assigned to sign on behalf of Department Head.

Attestation of Signature

I certify that Mr./Mrs./Miss. .... who is an employee of my work station and who is personally known to me placed his/her signature in my presence on .....

\_\_\_\_\_,  
Signature and official stamps of the  
person attesting.

Name :----.  
Designation :----.  
Address :----.  
Date :----.

Certificate of the Head of the Department

I certify that,

- (i) The information furnished above were verified and ;
- (ii) The officer \*has/has not appeared for the examination previously ;
- (iii) The officer has appeared for the examination previously and \*he/she has affixed stamps to the correct value ;
- (iv) He/She is eligible to appear for this examination.

\*(Delete inapplicable words)

\_\_\_\_\_,  
Signature and official stamp of the  
Head of the Department.

Name :-----.  
Designation :-----.  
Address :-----.  
Date :-----.

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**DEPARTMENT OF PRISONS**

**Open Competitive Examination for the recruitment to the  
Post of Prison Guard – 2008**

APPLICATIONS are invited from citizens of Sri Lanka, both males and females with the qualifications stipulated hereunder, for the posts of Prison Guard/Female Prison Guards, now vacant in the Department of Prisons.

02. Persons obtaining highest marks on the results of a written examination to be held by the Commissioner General of Examinations and the results of a structured interview, will be recruited. (Candidates will be called for the interview on the ratio of 1:2 of the existing vacancies)

03. The appointing authority shall have the power not to fill any number of vacancies or all vacancies. 95% of the existing vacancies will be filled with outside candidates and 5% will be recruited by promoting internal candidates. 82(Eighty two) female guards will be recruited.

04. The salary scale applicable to the post of Prison Guard, according to the Public Administration Circular No. 6/2006(iv) will be Rs. 14,280- 7 x 145 – 10 x 180 – 17 x 240 – 21,175 per month. The appointees are required to pass the first efficiency bar examination within three years from the date of appointment to the post, and pass the second efficiency bar examination within six years from the date of appointment. Promotion to the post of Prisons Overseer should be obtained before proceeding the salary point of Rs. 15,475.

05. This post is permanent and pensionable. Contributions should be made to the Widows and Orphans/Widowers and Orphans Pension scheme.

06. Qualifications:

\* Educational .— Should have passed the General Certificate of Education Ordinary Level Examination in not more than two sittings, in 06 subjects including Sinhala/Tamil and Mathematics with two credit passes for any two subjects or any other equivalent examination (Not less than five subjects should be passed in one sitting).

\* Professional and other qualifications .—

1. Should be citizens of Sri Lanka
2. Should not be less than 18 years or not more than 30 years as at the last date for the receipt of application (The maximum age limit will not apply to persons already in public service/provincial public service.) The persons recruited to the post of Prison Guard should stay for a minimum period of five years in bachelors' quarters provided by the Department of Prisons.
3. The applicant should be of good Character. Conviction by any court of law for any offence relating to immoral character is a total disqualification for appointment to this post).
4. Minimum height - 5ft. 4 in. (for males)  
 Minimum height - 5ft. 2in (for females)
5. Male candidates should have a chest measurement of 32 inches deflated.

07. *Scheme of Examination.*— The Examination will consist of two question papers.

	<i>Marks</i>	<i>Time</i>
* Intelligence Test	100	01hour
* General knowledge	100	01hour

Should be physically sound (a residential training similar to that for the military service will be mandatory for the selected officers)

Syllabus:

- \* Intelligence Test — Time allowed - 01hour - 100 marks

The paper will consist of questions designed to test the candidate's ability in logical thinking and analytical reasoning. This paper will consist of multiple choice questions.

- \* General Knowledge — Time allowed - 01 hour - 100 marks

A General paper designed to test the knowledge of the candidate on matters relating to human rights and fundamental rights, Information Technology, the political, social, cultural and economic environment of Sri Lanka including the environment where the candidate is resident current affairs of national and international importance and scientific and technical developments. This question paper consist of multiple choice questions.

*Scheme of Selection .—* In order to be qualified in one subject the candidates are required to obtain 40 marks or above. Candidates who score highest marks at this Examination will be called to a structural interview. (The written examination will be conducted only in Sinhala, Tamil and English media) Candidates who obtain highest marks at the written Examination and the structural interview will be selected for appointment.

The results of this Examination will be issued to each candidate by the Commissioner General of Examinations after the conclusion of the structural interview. A number equal to twice the number of existing vacancies will be called for the interview from among the candidates who have obtained highest marks at the written Examination. Accordingly the Commissioner General of Examinations is required to furnish to the Commissioner General of Prisons, for the purpose of interview too separate schedules prepared indicating in alphabetical order the names of candidates who obtained highest marks at the Examination and are qualified to be called for the interview, without including the marks they have obtained at the Examination.

08. *Penalty for furnishing false information.*— The application should be filled very carefully indicating accurate information. Where any candidate is found to be disqualified in terms of the rules and regulations of this Examination his/her candidature will be cancelled at any time before the Examination, or while the examination is being conducted or after the Examination. If any information furnished by any candidate is found to be false at any stage, he/she is liable to be dismissed from public service.

09. *Examination Fee.*— The fee for the examination will be Rs. 300 which may be paid at any Divisional Secretariat or District Secretariat, (to be credited to Revenue Head 4000-20-03-20-13 of the Commissioner General of Examinations) The receipt issued therefor should be pasted firmly to the relevant cage of the application form. (A photocopy of the receipt should be retained for future reference.) The examination fee will not be refunded under any circumstances and money orders and stamps will not be accepted.

10. *Application forms.*— Applications should be prepared on A4 size Paper (21x29cm the usual half sheet)

- (a) Cages 01 to 03 should be on the first page and
- (b) Cages 04 onwards should be on the other pages

All applications, not conforming to the specimen, in respect which the examination fee has not be paid by the due date, and which are incomplete will be rejected without any notice. Any liability resulting from not completing applications should be borne by the candidates themselves.

10.1 The Commissioner-General of Examinations will allow all candidates who have paid the prescribed examination fee, and have submitted their applications on or before the stipulated date to sit for the competitive examination on the presumption that only the persons who are qualified in terms of the *Gazette* Notification have applied. The issue of an admission card to sit for the competitive



examination shall not be treated as acceptance that a candidate has fulfilled the necessary qualifications for this post. When the candidates called for interview are found to be ineligible at the time of checking their qualifications their candidature will be cancelled.

10.2 The words "Open Competitive Examination for recruitment to the Post of Prison Guards 2008" should be written on the top left hand corner of the envelope containing the application clearly.

10.3 Candidates identity should be attested by a Principal of a Government School, a Justice of the Peace, Commissioner for Oaths, Notary Public, a commissioned officer in the Armed Forces, an officer holding a Gazetted Post in the Police Service or a Officer holding a permanent post in Government with an annual salary is Rs. 124,080 or above, staff officer with an annual increment of Rs. 1560 or above or in case of an officer in public/provincial public service by the head of the relevant institution.

10.4 The completed applications should be sent under registered cover to the address given below on or before 08.04.2008

Commissioner General of Examinations,  
Organization and Foreign Examinations Branch,  
Department of Examinations,  
Pelawatta,  
Battaramulla.

11. *Sitting for the Examination.*— The admission cards will be issued by the Commissioner General of Examinations to be received at least seven days before the date of examination. A notice thereon will be published in the newspapers. The candidates are advised to be on the look out for such notice. Candidates who do not receive admission cards by that time should make inquiries in that regard from the Commissioner General of Examinations with the following particulars.

- (i) Name of the Examination
- (ii) Selected town
- (iii) Date of posting of the application, its registration number and the name of Post Office.
- (iv) The number and the date of the receipt for payment and the office of payment.

12. Candidates are required to produce to the Supervisor anyone of the following documents in order to prove their identity.

- (i) Valid National Identity Card issued by the Department of Registration of Persons.
- (ii) A valid Passport.

13. Date of Examination will be notified in due course by the Commissioner General of Examinations.

14. Any matter not provided for here will be determined by the Commissioner General of Prisons. All candidates are bound to act in conformity with the general rules and regulations set out in this *Gazette*.

VAJIRA WIJAYAGUNAWARDANE,  
R. A. S. P., U.A.S.P., L.S.M.C.  
Major General,  
Commissioner General of Prisons,  
Prison Headquarters,  
Colombo 09.

25th day of 2008,  
Prison Headquarters,  
No. 156, Baseline Road,  
Colombo 09.

SPECIMEN APPLICATION

Open Competitive Examination for Recruitment to the Posts of  
Prison Guard - 2008

(Clearly indicate the correct code/  
number in the given cage)

(for office use only)

Medium of Examination:

- Sinhala - 2  
Tamil - 3  
English - 4

(write the relevant letter in the cage)

\* Indicate the town in which the applicant wishes to sit for the examination as per the *Gazette* Notification. (See Schedule I for towns in which examination centres will be established and their numbers.)

	Town	Town Number
1.		
2.		

01. Name

i. Name with initials :-----  
(in English Block capitals)  
Ex. Perera, A. B. C.

ii. Name in Full :-----  
(in English block capitals)

iii. Name in full :-----,  
(in Sinhala/Tamil)

iv. National Identity Card Number :

- 02. i. Permanent Address :-----  
(in English Block letters)
- ii. Permanent Address :-----  
(in Sinhala/Tamil)
- iii. Address to which the admission card should be sent  
(in English Block letters)-----.

- 03. i. Sex :  
Female - 1   
Male - 0   
  
(Indicate the relevant digit in the cage)
- ii. Date of Birth:  
Year  Month  Date
- iii. Age as at the closing date of applications:  
Years  Months  Days
- iv. Whether married or single  
Married - 1  
Single - 2   
  
(Indicate the relevant digit in the cage)

- 04. i. Since when the candidate is sident in the relevant district?-----.
- ii. Assistant Government Agent's/Divisional Secretary's Division-----.
- iii. Police Division:-----.
- iv. Height: -----ft. -----inches
- v. Chest :-----inches

- 05. Educational Qualifications:  
Particulars of the G. C. E.(O/L) examination:
- i. Year and Month of the Examination:-----.
- ii. Index Number:-----.
- iii. Results of the Examination:-----.

<i>Subject</i>	<i>Grade</i>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

- 06. Have you ever been convicted by a court of Law for any offence? (if yes give particulars) :-----.
- Yes  No   
(Mark ✓ in the relevant cage)

- 07. Particulars of the receipt for payment of examination fees :
  - i. Office at which examination fee was paid:-----
  - ii. Number and date of receipt :-----.
  - iii. Amount paid:-----.
- Receipt to be firmly pasted here

- 08. Certificate of the Applicant :
- a. I hereby certify that the particulars furnished by me in this application are true and correct to the best of my knowledge. I hereby agree to bear any loss resulting from failure to fill any sections and/or, not correctly filling any section and/or incorrectly filling any section of this application. Further I declare that all sections of this application have been correctly filled.
- b. I am also aware that I am liable to be disqualified before selection and to be dismissed after the appointment if this declaration is proved to be incorrect.
- c. I agree to abide by the conditions of this examination.
- d. I will not subsequently alter any particulars contained herein.

-----,  
Signature of Applicant.

Date :-----.

- 09. Attestation of the applicant's signature.
- I do hereby certify that the applicant Mr./Mrs./Miss. -----who is submitting this application is personally known to me and he/she placed his/her signature in my presence on-----.

-----,  
Signature of the Attester.

Date:-----.  
Full Name of the Attestor :-----.  
Designation:-----,  
Address:-----.

(Official seal should be affixed)

SCHEDULE I			<i>District</i>	<i>Town</i>	<i>Town No.</i>
Towns where Examination Centres will be established			08. Matara	Weligama	47
				Matara	48
				Kamburupitiya	49
				Hakmana	50
				Deiyandara	51
01. Colombo	Kotahena	01		Dickwella	52
	Maradana	02		Akuressa	53
	Borella	03		Kotabola	54
	Cinnamon Garden	04			
	Bambalapitiya	05	09. Hambantota	Beliatta	55
	Havelock Town	06		Walasmulla	56
	Nugegoda	07		Weeraketeiya	57
	Moratuwa	08		Tangalle	58
	Piliyandala	09		Ambalantota	59
	Homagama	10		Hambantota	60
	Maharagama	11		Tissamaharama	61
	Hanwella	12	10. Jaffna	Chavakachcheri	62
	Avissawella	13		Jaffna	63
02. Gampaha	Negombo	14		Thelippallei	64
	Minuwangoda	15		Point Pedro	65
	Divulapitiya	16	11. Mannar	Mannar	66
	Veyangoda	17		Murukkan	67
	Gampaha	18	12. Mullativu	Mullativu	68
	Ja-ela	19	13. Vavuniya	Vavuniya	69
	Wattala	20	14. Trincomalee	Kantale	70
	Kelaniya	21		Trincomalee	71
	Dompe	22		Muttur	72
03. Kalutara	Horana	23		Padavi Parakramapura	73
	Panadura	24		Kinniya	74
	Kalutara	25	15. Batticaloa	Batticaloa	75
	Matugama	26		Eravur	76
	Aluthgama	27		Kathankudi	77
04. Matale	Matale	28	16. Ampara	Ampara	78
	Galewela	29		Serankada	79
	Naula	30		Kalmunei	80
	Laggala-Pallegama	31		Akkaraipattu	81
05. Kandy	Kandy	32		Sammanthurei	82
	Katugastota	33	17. Puttalam	Wennappuwa	83
	Theldeniya	34		Madampe	84
	Wattegama	35		Chilaw	85
	Nugawela	36		Puttalam	86
	Galagedara	37	18. Kurunegala	Kuliyapitiya	87
	Gampola	38		Bingiriya	88
06. Nuwara Eliya	Hedunuwewa	39		Narammala	89
	Nuwara Eliya	40		Polgahawela	90
	Watumulla	41		Kurunegala	91
	Hatton	42		Ibbagamuwa	92
	Ginigathhena	43		Dodamgaslanda	93
07. Galle	Ambalangoda	44		Morathiha	94
	Galle	45		Nikaweratiya	95
	Baddegama	46		Maho	96

<i>District</i>	<i>Town</i>	<i>Town No.</i>	<i>District</i>	<i>Town</i>	<i>Town No.</i>
19. Anuradhapura	Medawachchi	97	22. Monaragala	Bibile	111
	Kekirawa	98		Monaragala	112
	Anuradhapura	99		Wellawaya	113
	Galenbindunuwewa	100	23. Kegalle	Kegalle	114
	Kahatagasdigiliya	101		Rambukkana	115
20. Polonnaruwa	Polonnaruwa	102	Mawanella	116	
	Hingurakgoda	103	Ruwanwella	117	
21. Badulla	Bandarawela	104	24. Ratnapura	Eheliyagoda	118
	Welimada	105		Ratnapura	119
	Badulla	106	Pelmadulla	120	
	Passara	107	Balangoda	121	
	Mahiyangana	108	Kalawana	122	
	Girandurukotte	109	Embilipitiya	123	
	Hasalaka	110	25. Kilinochchi	Kilinochchi	124
		Pallai		125	
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**NEW SCALES OF CHARGES FOR NOTICES AND ADVERTISEMENTS IN THE  
"GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA"  
EFFECTIVE AS FROM JANUARY 01, 1995**

(Issued every Friday)

1. All notices and Advertisements are published at the risk of the Advertisers.
2. All notices and Advertisements by Private Advertisers may be handed in or sent direct by post together with full payments to **the Government Printer, Government Press, Colombo 8.**
3. The office hours are from 9.00 a.m. to 4.45 p.m.
4. Cash transactions will be from 9.30 a.m. to 3.30 p.m.
5. **All Notices and Advertisements must be pre-paid.** Notices and Advertisements sent direct by post should be accompanied by Money order, Postal Order or Cheque made payable to the Government Printer. Postage stamps will not be accepted in payment of Advertisements.
6. To avoid errors and delay "copy" should be **on one side of the paper only and typewritten.**
7. **All signatures should be repeated in block letters below the written signature.**
8. Notices re-change of name from Non-Government Servants and Trade Advertisements are not accepted for publication.
9. Advertisements purporting to be issued under Orders of Courts will not be inserted unless signed or attested by a Proctor of the Supreme Court.
10. **The authorised scale for charges for notices and Advertisements is as follows from January 01, 1995 :-**

	<i>Rs. c.</i>
One inch or less	51 0
Every addition inch or fraction thereof	51 0
One column or 1/2 page of <i>Gazette</i>	504 0
Two columns or one page of <i>Gazette</i>	1,008 0

**All fractions of an inch will be charged for at the full inch rate.**

11. The "**Gazette of the Democratic Socialist Republic of Sri Lanka**" is published every Friday. Day of publication is subject to alteration in any week where Public Holidays intervene.
12. All Notices and Advertisements should reach the **Government Printer, Government Press, Colombo 8**, as shown in schedule of Separate Notice published at the end of each part of the *Gazette* of the first week of every month.

**13. \* REVISED SUBSCRIPTION RATES EFFECTIVE FROM JANUARY 1ST 1995  
(Govt. Gazette Annual)**

	<i>Local Rs. c.</i>	<i>Foreign Rs. c.</i>
Whole of Part I (3 sections together)	1,612 0	2,098 0
Parts II to VI (Each Part)	572 0	745 0
Section I	520 0	1,007 0
Section II (Advertising, Vacancies, Tenders Examinations etc.)	624 0	1,009 0
Section III	468 0	907 0
Extraordinary Gazette	3,360 0	4,422 0

**Subscription to the "Gazette of the Democratic Socialist Republic of Sri Lanka" are booked per periods of not less than 12 months so as to terminate at the end of a calendar year only.**

**\* Rates for Single Copies if available in stock**

	<i>Price Rs. c.</i>	<i>Postage (Local) Rs. c.</i>
(A) Part I	31 0	5 0
Parts II to VI (Each Part)	11 0	5 0
(B) Section I	10 0	5 0
Section II	12 0	5 0
Section III	9 0	5 0

**All remittances should be made in favour of the Superintendent, Government Publications Bureau, No. 132, Maya Avenue, Kirulapone, Colombo 05. who is responsible for booking subscriptions and for sale of single copies.**

### IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

THE Weekly issue of the *Gazette of the Democratic Socialist Republic of Sri Lanka* is normally published on Fridays. If a Friday happens to be a Public Holiday the *Gazette* is published on the working day immediately preceding the Friday. Thus the last date specified for the receipt of notices for publication in the *Gazette* also varies depending on the incidence of public holidays in the week concerned.

The Schedule below shows the date of publication and the latest time by which notices should be received for publication in the respective weekly *Gazette*. All notices received out of times specified below will not be published. Such notices will be returned to the sender by post for necessary amendment and return if publication is desired in a subsequent issue of the *Gazette*. It will be in the interest of all concerned if those desirous of ensuring the timely publication of notices in the *Gazette* make it a point to see that sufficient time is allowed for postal transmission of notices to the Government Press.

**The Government Printer does not accept payments of subscription for the Government Gazette.** Payments should be made direct to the Superintendent, Government Publications Bureau, No. 132, Maya Avenue, Kirulapone, Colombo 05.

*Note.*—Payments for inserting Notices in the *Gazette of the Democratic Socialist Republic of Sri Lanka* will be received by the Government Printer and not by the Superintendent, Government Publications Bureau.

#### Schedule

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
<b>2008</b>						
<b>MARCH</b>	07.03.2008	Friday	—	22.02.2008	Friday	12 noon
	14.03.2008	Friday	—	29.02.2008	Friday	12 noon
	19.03.2008	Wednesday	—	07.03.2008	Friday	12 noon
	28.03.2008	Friday	—	14.03.2008	Friday	12 noon
<b>APRIL</b>	04.04.2008	Friday	—	19.03.2008	Wednesday	12 noon
	11.04.2008	Friday	—	28.03.2008	Friday	12 noon
	18.04.2008	Friday	—	04.04.2008	Friday	12 noon
	25.04.2008	Friday	—	11.04.2008	Friday	12 noon
<b>MAY</b>	02.05.2008	Friday	—	18.04.2008	Friday	12 noon
	09.05.2008	Friday	—	25.04.2008	Friday	12 noon
	16.05.2008	Friday	—	02.05.2008	Friday	12 noon
	23.05.2008	Friday	—	09.05.2008	Friday	12 noon
	30.05.2008	Friday	—	16.05.2008	Friday	12 noon

LAKSHMAN GOONEWARDENA,  
Government Printer.

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