

N.B.— Part I:III of the Gazette No. 1,867 of 13.06.2014 was not published.

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

අංක 1,868 - 2014 ජූනි 20 වැනි සිකුරාදා - 2014.06.20  
No. 1,868 - FRIDAY, JUNE 20, 2014

(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)

|                | PAGE |   | PAGE |
|----------------|------|---|------|
| Posts - Vacant | 1232 | Examinations, Results of Examinations &c. | —    |

#### 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 11th July, 2014 should reach Government Press on or before 12.00 noon on 27th June, 2014.

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

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

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

Department of Government Printing,  
Colombo 08,  
01st January, 2014.

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



### 1. General Qualifications required :

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

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

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

### 2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### 4. Terms of Engagement :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Rules and Instructions for Candidates**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Department of Examinations,  
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

## Posts – Vacant

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Marriages, Births and Deaths in Tamil Medium

##### JAFFNA DISTRICT

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

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

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

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 21st July, 2014.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
03rd June, 2014.

##### 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>                                    |
|-----------------|--|---|--|
| Jaffna          | Jaffna                                 | Post of Medical Registrar of Births and Deaths of Jaffna Town East Division | The District Secretary/The Additional Registrar General, District Secretariat, Jaffna. |
| Jaffna          | Jaffna                                 | Post of Medical Registrar of Births and Deaths of Jaffna Town West Division | The District Secretary/The Additional Registrar General, District Secretariat, Jaffna. |

06-553

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars of Muslim Marriages

##### GAMPAHA DISTRICT

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

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

02. Muslim males only can apply for these Posts.

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

04. Applicants should be married.

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

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 21st July, 2014.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
02nd June, 2014.

SCHEDULE

| <i>District</i> | <i>Divisional Secretariat<br/>Division</i> | <i>Post and Division for which<br/>Applications are called</i>                                      | <i>Address to which<br/>Applications should be sent</i>                               |
|-----------------|--|---|---|
| Gampaha         | Kelaniya                                   | Post of Muslim Marriages Registrar<br>of Kelaniya Hunupitiya Area in<br>Siyane Korale West Division | District Secretary/Additional Registrar<br>General, District Secretariat,<br>Gampaha. |

06-536

**SRI LANKA POLICE DEPARTMENT**

**Post of Sub Inspector**

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Probationary Sub Inspector of Police in the Sri Lanka Police Department.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director/Recruitment, Recruiting Office, No. 375, Sri Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by registered post to the above-mentioned address to reach on or before 30.08.2014 and the post applied for should be marked on the top left hand corner of the envelope enclosing the application. Delayed applications will be rejected and no applications will be issued by Sri Lanka Police Department.

3. *Salary Scale* :

Rs. 190,200 - 7 x 2,160 - 2 x 2,880 - 8x3,840 - 17x4,500-  
Rs. 318,300.

Further, these officers are entitled to cost of living allowance paid to other public officers and the allowance granted in accordance

with the Public Administration Circular No. 31/11 dated 12.12.2011. In addition to the above salary scale, they will be paid following monthly allowances :

In addition to the above salary scale, they will be paid following allowances :

|  | <i>Rs. cts.</i> |
|--|-----------------|
| (a) Arduous duty allowance   | 2,000 0         |
| (b) <i>Combined allowance</i> :  |                 |
| (1) For performing of duties in North and East areas   | 12,000 0        |
| (2) For performance of duties in other areas   | 9,600 0         |
| (c) Free transport facilities.   |                 |
| (d) Free medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.). |                 |
| (e) All uniforms will be provided free of charge.  |                 |
| (f) Facilities to improve their skills and talents in sports.  |                 |

(g) Travelling expenses for duty and money will be granted as rewards for outstanding and arduous duties.

04. *Basic Qualifications :*

(a) *Age Limits.*– The age should be between 18 and 28 years as at closing date as per the *Gazette* Notification. However Police officers and the Security Assistants service personnel who are serving in the Police Department, eligible to apply up to the age of 30 years as at the closing date of applications.

(b) *Educational qualifications :*

\* Should have passed in 06 subjects in the G. C. E. (O/L) Examination in one sitting with 04 credit passes including Mathematics and Medium Language.

\* Should have passed 03 subject in the G. C. E. (A/L) Examination in one sitting.

**Note 01.**– According to the classification of subjects of the Department of Examinations, in determining the number of subjects passed at G. C. E. (O/L) both passes in science subjects number 41 and 44 will be treated as one subject and both passes in Mathematics number 42 and 45 will be treated as one subject.

**Note 02.**– Failure in the Technical subjects at written test of G. C. E. (O/L) Examination will be considered as failure in the same subject although a pass has been obtained for the same subject in the Practical Test.

**Note 03.**– Since optional subjects of Tamil, English and Sinhala have not been included in the stream of G. C. E. (O/L) syllabus, passes in any of these subjects will not be computed as a pass in the G. C. E. (O/L) Examination.

(c) *Physical Requirements :*

- \* Height 05 feet 06 inches (minimum).
- \* Chest 32 inches minimum (in exhalation).

**Note.**– Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided that they have skills in sports or have achieved best performance in sports at national level or they have earned reputation for Sri Lanka by participating in an international competition.

(d) *Visual Requirement.*– Vision should not be less than 6/12 with each eye, if the vision is of 6/6 with one eye and 6/18 with the other eye it will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

(e) *Other Qualifications.*– Applicants should be unmarried (Divorcees will be considered as married). Only this condition will not apply for those who have fulfilled the other qualifications and presently serving as Police officers in the Police Department and for the Security Assistants.

5. *Method of Recruitment.*– Selected applicants will have to pass the Basic Qualification Test conducted by the Department of Police. Only those who have passed this test must also get through the Physical fitness test or Endurance test.

1,000 meters – 03 minutes 14 seconds

Only those who are successful in the physical test will be summoned for final interview. Only those who score 40% or more will be summoned for the final written test.

- \* The written test consists of two question papers.
- \* An essay paper not less than 500 words within 45 minutes.
- \* General knowledge and intelligence paper - 1 hour.

06. *Medical Examination.*– Applicant must be passed in the medical test before obtain his appointment. Medical test is an only one part of the course of action, with regard to the recruitment process. Selection will be made among the applicants who have passed in the medical test, considering the number of existing vacancies and the position in the list pertaining to the merit and skill. Those who have failed in the medical test will be rejected.

07. *Background Inquiries :*

- (a) In view of confirm the conduct of the applicant, inquiries will be made on the conduct of the applicant, close relations and friends. Applicants with bad conduct will not be recruited ;
- (b) Providing false information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

08. *Implementation of Official Language Policy :*

- \* As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/Provincial Public Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they enter the service.
- \* Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the language test of secondary level conducted by the Official Language Department.

\* The salary increments of the officers who do not acquire the specified proficiency in the second official language within a period of 05 years from the date of their appointments will be deferred until they obtain qualifications.

09. *Terms of Engagement.*— This post is permanent and pensionable. You are liable to contribute to the Widows'/Widowers' and Orphans' Pension Scheme.

10. *Conditions of Service :*

- (a) This appointment is subject to a three years probation period ;
- (b) The selected applicants will be required to comply with any rules already made or made hereinafter be made to give effect to the official language policy ;
- (c) They will be subjected to the relevant provisions of the Establishment Code Volume I and II, Financial Regulations, Departmental Orders and any other orders that may be issued by the Inspector General of Police or by the Government from time to time ;
- (d) Prior to their confirmation, every officer will be required to pass the prescribed Departmental Examinations. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable for removal from the Police Services ;
- (e) Permission will not be granted to marry prior to being confirmed in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and I. G.P.s Circular No. 1952/2006 of 19.10.2006 and circular (amended) dated 09.08.2007, it is possible to marry showing special reasons and with permission of Inspector General of Police ;
- (f) Applicants on being appointed and after the training should serve a probationary period of three years in the Police Department and if they wish to resign from service before their probation is over, they should sign an agreement of consent to the effect that they are willing to pay at the time of tendering their resignation, any amount which was incurred on the training and uniforms etc., together with any other prescribed payments. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;
- (g) Immediately after probationary Sub Inspectors have commenced their training at the Police Training College, they should take affirmation/oath to the effect that they comply with the Police Code of conduct in terms of the I. G. P.'s Circular, No. 1693/2003 ;

(h) Immediately after Probationary Sub Inspectors have commenced their training at the Police Training College, subscribe the Oath of allegiance to prestigious Public Service, in terms of the I.G.P.'s Circular, No. 1804/2004 ;

(i) Probationary Sub Inspectors who have been confirmed in the post will have opportunities for promotions in terms of the approved schemes of promotions of the Police Department.

11. (a) Attention is invited to the general conditions applicable to appointments to the posts in the Public Service published at the beginning of the Section (IIA) of the Part I of this *Gazette* ;

(b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.

12. Applicants should annex copies of following documents to their application (originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of character (obtained from persons who are not related) ;
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of sports with outstanding records or other extra curricular activities ;
- (v) A photostat copy of the service experience (if available) ;
- (vi) A photostat copy of the Identity Card.

13. (a) Applicants who are already in the Public Service must forwarded their applications through the Heads of their respective Departments and they must be accompanied with a certificate stating that the officer can be released, if selected.

(b) Applicants must fill the required particulars in their own hand writing on paper 11" x 8" in size and post them together with the copies of certificates called for, to the address given in paragraph two and under no circumstances should applications be handed over personally to any officer in the Department.

14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

*Note.*— No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

Inspector General of Police.

Police Headquarters,  
Colombo 01.

## SRI LANKA POLICE DEPARTMENT

POST OF SUB INSPECTOR

SPECIMEN APPLICATION FORM

01. (a) Name in full (in block letters) : \_\_\_\_\_.  
(As stated in the applicant's birth certificate)  
(b) Name with initials : \_\_\_\_\_.  
(c) Post applied for : \_\_\_\_\_.
02. National Identity Card No. : \_\_\_\_\_.  
(Copy of the NIC should be attached)
03. Father's name in full : \_\_\_\_\_.
04. Place of birth of the applicant : \_\_\_\_\_.  
Divisional Secretariate to which the place of birth belongs : \_\_\_\_\_.  
Province : \_\_\_\_\_.
05. (a) Present address : \_\_\_\_\_.  
(b) Police Station to which the present address belongs : \_\_\_\_\_.  
(c) Permanent Address : \_\_\_\_\_.  
(d) Police Station to which the permanent address belongs : \_\_\_\_\_.  
(e) Grama Niladari's Division to which permanent address belongs : \_\_\_\_\_.  
Divisional Secretariat : \_\_\_\_\_.  
(f) Telephone No. (Residence) : \_\_\_\_\_.  
Mobile No. : \_\_\_\_\_.
06. (a) Nationality : \_\_\_\_\_.  
(b) Whether you are a citizen by birth or registration : \_\_\_\_\_.  
(If by registration attach copies of certificate)  
(c) If you are citizen by birth state the place of birth :-  
(i) Applicant : \_\_\_\_\_.  
(ii) Applicant's father : \_\_\_\_\_.  
(iii) Applicant's paternal grandfather : \_\_\_\_\_.  
(iv) Applicant's paternal great grandfather : \_\_\_\_\_.
07. Date of Birth : \_\_\_\_\_ . (Copy of the birth certificate should be attached)  
Age : (as at the closing date of application given in the *Gazette*) : \_\_\_\_\_  
Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.
08. Height : Feet : \_\_\_\_\_ . Inches : \_\_\_\_\_ .  
Chest (inches) : \_\_\_\_\_ .
09. Educational qualifications (Copies of the certificates should be attached) : \_\_\_\_\_.
10. Additional qualifications (Copies of the certificates should be attached) : \_\_\_\_\_.
11. Whether married or single : \_\_\_\_\_.
12. (i) Present employment : \_\_\_\_\_.  
(ii) Are you a member of a armed forces ? : \_\_\_\_\_.
13. Do you have any special skills and/or qualifications : \_\_\_\_\_.
14. Give names and addresses of two referees to inquire the applicant :  
(i) \_\_\_\_\_.  
(ii) \_\_\_\_\_.
15. (a) Have you ever applied for a post in the Reserve Police Service or Regular Police Service (If so give reference) : \_\_\_\_\_.  
(b) Have you served in the Regular Police Service or in the Sri Lanka Reserve Police Service before ? (If so, under what circumstances did you leave the service ? Give details) : \_\_\_\_\_.
16. Are you a member of the Sri Lanka Police Reserve ? If so give date of appointment, Rank and number. Attach a copy of the appointment letter : \_\_\_\_\_.
17. (a) Are you serving in any armed service ? (If so your application must be submitted through the respective Service Commander) : \_\_\_\_\_.  
(b) Have you served in any of the Armed service ? (If so attach copy of your discharge certificate) : \_\_\_\_\_.
18. (a) Are you serving as a Volunteer in any of the Armed Service ? (If so, your application must be submitted through the respective Service Commander) : \_\_\_\_\_.  
(b) Have you served in any of the Volunteer Armed service ? : \_\_\_\_\_.  
(If so attach copy of your discharge certificate)
19. Have you been involved in or concerned in or charged or arrested even on suspicion and or convicted of any offence ? (If so give details) : \_\_\_\_\_.



20. Have any of your relatives been involved or concerned in or charged or arrested even on suspicion and or convicted of any offence ? (If so give details) :\_\_\_\_\_.

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Police Department at any time even though I have been appointed to the post.

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

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

21. Certification of the Head of Department (If applicable) :

This is to certify that the applicant Mr./Miss ..... is serving in ..... the Department Corporation/Board and if he is selected for the above post, he could be released from service.

\_\_\_\_\_,  
Signature of the Head of the Department.

Designation :\_\_\_\_\_.

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

06-464