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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,876 - 2014 අගෝස්තු මස 15 වැනි සිකුරාදා - 2014.08.15
No. 1,876 - FRIDAY, AUGUST 15, 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)

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Note.— Local Authorities Filling of Vacancies (Special Provisions) (Amendment) Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of August 01, 2014.

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 05th September, 2014 should reach Government Press on or before 12.00 noon on 22nd August, 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



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,
Pefawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars 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.

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 15th of September, 2014.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.

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>
Gampaha	Attanagalla	Post of Registrar of Births and Deaths of Wathupitiwala Base Hospital	District Secretary/Additional Registrar General, District Secretariat, Gampaha.
Gampaha	Divulapitiya	Post of Registrar of Marriages (General) of Aluthkuru Korale North and Birth and Deaths of Godakaha Division	District Secretary/Additional Registrar General, District Secretariat, Gampaha.

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REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars Marriages, Births and Deaths

MATALE 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 09th of September, 2014.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
25th July, 2014.

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>
Matale	Dambulla	Post of Medical Registrar of Births Deaths of Dambulla Town Division	District Secretary/Additional Registrar General, District Secretariat, Matale.

08-566

SRI LANKA REGULAR/VOLUNTEER AIR FORCE

Airmen/Airwomen Vacancies

VACANCIES exist in the Regular/Volunteer Force of the Sri Lanka Air Force for Airmen/Airwomen.

1. (a) Trades and Educational Qualifications Required :-

Regular

(1) *Physical Trainer (Male/Female) :*

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (additional and optional subjects not considered) including an ordinary pass in Sinhala/Tamil language.

Due consideration will be given outstanding achievements in the National Level Sports of Athletics.

(2) *Nursing Assistant (Male/Female), Dental Assistant (Male) :*

Passes in 06 subjects at the G. C. E. (O/L) Examination at not more than two sittings (Additional and optional subjects not considered) including ordinary pass in English language and credit passes in Sinhala/Tamil language, Mathematics, Science and one other subject. Having three passes at the G. C. E. (A/L) Examination from Science Stream in one sitting will be an added advantage for selection and a qualification for advance training under Ministry of Health Services.

Direct Entry - Volunteer (Male/Female) :

(3) *Operation Theater Technician :*

Trade Qualification (Operation Theater Technician at Government Nursing School) :
Complete 02 years Operation Theatre Technicians Course at Government Nursing School

Experience.— 02 years (in a reputed hospital Sri Lanka or foreign country).

Trade Qualification (Operation Theater Technician at Private Nursing School) :
Complete 02 years Operation Theatre Technicians training at Private Nursing School as a Qualified Operation Theatre Technician.

Experience.— 02 years experience as an Operation Theatre Technician (in a reputed hospital Sri Lanka or foreign country).

(4) *Operation Theater Nurses :*

Trade Qualification (Operation Theater Nurses at Government Nursing School) :
Complete 03 years nursing course at Government NTS and who have registered in medical council as qualified nurses. Complete operation theater nursing course at post basic school of nursing Colombo or minimum of 03 years Theater experience.

Experience.— 02 years (in a reputed hospital Sri Lanka or foreign country).

Trade Qualification (Operation Theater Nurses at Private Nursing School) :
Minimum 03 years theater experience or complete 03 years nursing course at private nursing school and complete operation theater course with 02 years experience.

Experience.— 02 year experience as Operation Theatre Nurse (in a reputed hospital Sri Lanka or foreign country).

(5) *Intensive Care Unit Nurses :*

Trade Qualification (Intensive Care Unit Nurses at Government Nursing School) :
Complete 03 year nursing course at Government NTS and who have registered in medical council as qualified nurses. Complete operation theater nursing course at post basic school of nursing Colombo.

Experience.— 02 years (in a reputed hospital Sri Lanka or foreign country).

Trade Qualification (Intensive Care Unit Nurses at Private Nursing School) :
Minimum 03 years theater experience or complete 03 years nursing course at a private nursing school and complete operation theater course with 02 years experience.

Experience.— 02 years experience as an Operation Theatre Nurse (At a reputed hospital Sri Lanka or foreign country).

(b) *Other Requirements.*— Candidates must fulfill the following general conditions for enlistment in the Sri Lanka Regular/Volunteer Air Force :—

- (1) *Nationality* : Must be a Citizen of Sri Lanka ;
- (2) *Age* : Years as at 31st August, 2014 ;
Regular : Male Not less than 18 years and not more than 23 years,
Regular : Female Not less than 18 years and not more than 22 years,
Volunteer : Male Not less than 18 years and not more than 37 years,
Volunteer : Female Not less than 18 years and not more than 30 years,
- (3) *Height* :
Regular (Male) : 5 feet 5 inches and above ;
Regular (Female) : 5 feet 3 inches and above ;
Volunteer (Male) : 5 feet 4 inches and above ;
Volunteer (female) : 5 feet 2 inches and above ;
- (4) *Weight* : 17 < **Body Mass Index** < 26 (Male)
17 < **Body Mass Index** < 25 (Female)
 $BMI = \frac{Weight (kg)}{Height^2 (m)}$
- (5) *Vision Colour Standard* : CP 2
- (6) *Visual Acuity* : Regular Male/Female 6/6 each eye (without spectacles)
Volunteer Male/Female (With or without spectacles)
- (7) *Civil Status* : Regular - Male/Female - unmarried
Volunteer - Male/Female - (Married/Unmarried)

(a) Candidates must be unmarried. (Airmen are not allowed to marry until the completion of two years from the date of enlistment and until one year after the completion of the Basic Trade Training Course and which ever is later).

(b) Unmarried Volunteer candidates is not allowed to marry until the completion of Combat Training Course.

2. Candidates who do not possess the required Educational Qualifications or fulfil the requirements of paragraph 01 "a" and "b" will be rejected. On arrival for the first interview the height, weight and vision will be measured. Candidates whose height, weight and vision is below the standard specified in the *Gazette Notification* and who have no exceptional skills will not be interviewed. Any candidate who may have a special skill or value to the service may at the discretion of the Commander of the Air Force be considered even though he/she may not have the requisite height provided he/she possess the requisite academic and professional qualifications.

3. Due consideration will be given to outstanding achievements in the field of sports.

4. *Conditions of Service :-*

- (a) Airmen/Airwomen will be governed by the Air Force Act and other Air Force Regulations and Orders with effect from the date of enlistment.
- (b) Selected regular candidates will be trained in combat and in the selected trades accordingly. They will be required to perform combat duties and any type of duty, day and night, even under very difficult conditions in any part of Sri Lanka or abroad.
- (c) Selected Volunteer candidates will be trained in combat. They will be required to perform combat duties and any type of duty, day and night, even under very difficult conditions in any part of Sri Lanka or abroad.

5. *Terms of Engagement.*—Regular - (Airman/Airwomen) Selected candidates will be enlisted to the rank of Grade III Aircraftman in the Regular Air Force and shall be required to serve for 12 years in which 08 years will have to be served continuously whilst serving a further 04 years in the Regular Air Force (Reserve) when called to do so. Opportunities exist for suitable Airmen to extend for further service on completion of eight years of service on the discretion of the Commander of the Sri Lanka Air Force.

Volunteer - (Airmen/Airwomen).—Selected candidates will be enlisted to the rank of Grade III Leading Aircraftman/Leading Aircraftswoman/Corporal in the Volunteer Air Force and shall be required to serve for 05 years continuously. Opportunities exist for suitable Airmen/Airwomen to extend for further service on completion of five years of service on the discretion of the Commander of the Sri Lanka Air Force.

6. *Official Language Requirements.*—The selected candidates must confirm to the Official Language Policy of the Government of Sri Lanka.

7. *Pay and Allowances:-*

- (a) The scale of consolidated pay applicable to Airmen shall be as follows :-

Aircraftman - R. 173,100 - 6 x Rs. 1,740 - 19x Rs. 2,040 - Rs. 222,300 per annum

Leading Aircraftman - Rs. 178,320 - 4x Rs. 1,740 - 19x Rs. 2,040 - Rs. 222,300 per annum

Corporal - Rs. 183,540 - 10x Rs. 2,040 - 9 x Rs. 2,880 - Rs. 229,860 Per annum

Sergeant - Rs. 187,620 - 3 x Rs. 2,040 - 9 x Rs. 2,880 - 3 x Rs. 3,840 - Rs. 231,180 per annum

Flight Sergeant - Rs. 191,700 - 1x Rs. 2,040 - 9x Rs. 2,880 - 3 x Rs. 3,840 - Rs. 231,180 per annum

Warrant Officer - Rs. 199,500 - 7x Rs. 2,880 - 14x Rs. 3,840 - Rs. 273,420 per annum

Master Warrant Officer - Rs. 223,500 - 13x Rs. 3,840 - Rs. 273,420 per annum.

Pay and allowances will be paid according to the consolidated pay scale applicable to Airmen/Airwomen increments in promotions will be based in consideration to the service period, good conduct and trade efficiency and will be placed in the appropriate pay scale.

(b) *Other Allowances :*

- (1) Cost of living allowances of Rs. 7,800 per month.
- (2) Hardly allowance Rs. 600 per month.
- (3) Additional hard allowance - Rs. 4,500 per month for those serving in operational areas.
- (4) Special allowance - 1 - Rs. 2,400 per month (Rs. 80 will be paid for each working day).
- (5) Special allowance - 2 - 15% of consolidated salary and Rs. 375.
- (6) Incentive allowances - After completion of 05 years service (Rs. 250 to Rs. 850 per month).
- (7) Ration allowance - Rs. 13,197.00 per month for living out Airmen/Airwomen (free messing for living-in Airmen/Airwomen).
- (8) Uniform upkeep allowance - Rs. 170 per month.
- (9) Interim allowances - Rs. 1,000 per month.
- (10) Accommodation - Free for personnel living-in.
- (11) **Travelling** - Three sets of holiday railway warrants per year (for Airmen/Airwomen/Wife/Husband and Children as applicable). One set of railway warrants per month or the reimbursement of bus fare of living-in Airmen/Airwomen).
- (12) **Disturbance allowance** - When proceeding on duty outside permanent station. (Rates vary with married/unmarried).
- (13) **Qualification pay** - For personnel who have qualified in special courses or possess qualifications, which are of special value to the service. (Up to maximum of Rs. 637.50 per month).
- (14) **Good conduct badge pay** - Paid to personnel whose behaviour and general conduct are maintained at a high standard. (Rs. 30 to Rs. 511 per month).
- (15) **Re-engagement pay** - Personnel are entitled to Rs. 300 per month during the period of re-engagement.
- (16) **Medical facilities** - Provided through Air Force expense for Airmen/Airwomen and their married families.
- (17) Free travel from residence to place of work in S. L. T. B. buses for living-out Airmen/Airwomen within a radius of 30 miles (48km).
- (18) Following rent allowance are payable to married Airmen/Airwomen not in occupation of Government married quarters Rs. 1,200 - Rs. 3,300 per month.

(19) **Instructional pay** - (Rs. 425 to Rs. 510 per month).

(20) **Other allowance** - (separation and overseas etc.) will be paid as per Air Force Pay Code.

(21) Pensions/Gratuities are payable in terms of the Air Force Pensions and Gratuities Code 1981, as amended from time to time. All Airmen is contributors to the Widows' and Orphans' Pensions (Armed Forces) Scheme. Rate of contributions are as per Widows' and Orphans' Pensions (Armed Forces) Scheme Regulations 1970).

8. Instructions to Applicants :-

(a) Applications should be in terms of the form specified below. All cages of the application should be filled with much details as possible.

(b) Candidates who are in Government Service/Corporations/Boards/Civil Establishments should forward their applications through their Heads of Departments/Corporations/Boards/Civil Establishments and should bear a certificate to the effect that the candidate will be released if selected.

(c) Candidates will be required to produce the originals of the following documents when summoned for interviews or when called upon to do so:-

(1) Certificate of Registration of Birth (Certificate issued for the purpose of the Education Code will not be accepted).

(2) Certificates in support of the educational qualifications required.

(3) Certificates of Trade/Technical training and/or experience (if any) obtained from a recognized institution will be an added advantage.

(4) Two recent certificates of character. One of these should be from the Principal of the last school attended and the other from the responsible person who has known the applicant for more than two years or from the present employer (if employed).

(5) Certificates in support of sports activities and cadetting *etc.*

9. Candidates considered suitable for the interview will be required to appear for an interview. Interviews will be held at Sri Lanka Air Force Trade Training School Ekala on 11, 12 and 13 August 2014 from 0900 hrs. to 1300 hrs. for male candidates and 14 and 15 August 2014 from 0900 hrs. to 1300 hrs for female candidates. The candidates considered suitable for the interview will be required to appear for an interview at their own expenses before an Air Force Recruiting Board.

10. On every occasion an applicant is summoned for interviews, he/she is to produce the National Identity Card. Candidates who do not have the National Identity Card could produce some other form of the accepted identification. However, candidates will not be enlisted with out the National Identity Card.

11. Candidates likely to be suitable following their interviews will be required to present themselves before an Air Force Medical Board. The required number of candidates per trade will be selected according to merit order.

12. Any one who desires to recommend a candidate should do so by giving his/her testimonial. Any form of canvassing or attempt to influence the selection of a candidate will result in disqualification of such candidates.

13. 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 for dismissal if discovered after the selection.

14. Candidates who are found unsuitable for enlistment will not be notified.

K. A. GUNATILLEKE,
Air Marshal,
Commander of the Air Force.

Headquarters,
Sri Lanka Air Force,
P.O. Box 594,
Colombo.

**APPLICATION FOR AIRMEN/AIRWOMEN IN THE
SRI LANKA AIR FORCE**

1. Full Name :_____.

(According to National Identity Card)

2. National Identity Card Number :_____.

3. Applied Trade :_____.

4. Postal Address :_____.

5. Permanent Address :_____.

6. Nearest Air Force Station to permanent address :_____.

7. Nearest Police Station to Permanent Address :_____.

8. District :_____.

9. Electorate :_____.

10. G.S. Division :_____.

11. Telephone Number :_____.

12. Date of Birth :_____.

13. Age (as at 30th August 2014) :

Years :_____, Months :_____, Days :_____.

14. Marital State :_____.

15. Gender :_____.

16. Height : Feet :_____ Inches :_____.

17. G. C. E. (O/L) Examination :

Year	Index No.	Subjects Passed	Grading

18. G. C. E. (A/L) Examination :

Year	Index No.	Subjects Passed	Grading

19. Any special qualifications for the post :_____.
(Eg.– Technical, Training and Experience etc.)

20. Details of special achievements in sports :_____.

21. Other achievements of note at school or with outside organizations :_____.

22. If previously applied for the Armed Forces of Police give details :_____.

23. Have you been convicted or bound over by a Civil or Military Court ? If so, give details :_____.

24. Particulars of Testimonials :

Name	Description	Permanent Address

25. Declaration to be signed by the applicant :

I declare on my honour that the answers given to the above questions are to the best of my knowledge and belief are correct. I have read and understood the procedure which will be adopted and the rules which will apply in respect of those candidates who are selected as Airwomen in the Sri Lanka Regular/Volunteer Air Force published in the *Gazette* of the Republic of Sri Lanka.

_____,
Signature of Applicant.

Date :_____.

08-578

MINISTRY OF BOTANICAL GARDENS AND PUBLIC RECREATION

Department of National Botanic Gardens

RECRUITMENT TO THE PRIMARY SEMI SKILLED SERVICE CATEGORY (PL-2) OF THE DEPARTMENT OF NATIONAL BOTANIC GARDENS

APPLICATIONS are called from the Qualified Citizens of Sri Lanka for the Post of primary semi skilled service category (PL-2) in the Department of National Botanic Gardens that mention below.

POST AND NATURE OF THE JOB

No.	Post	Basic function
01	Bungalow keeper	Maintain circuit bungalows which belong to the Department of National Botanic Gardens, pleasant and tidy, prepare meals for Guests and keep income and expenditure accounts.
02	Mason	Construct, repair and maintain mason works according to the approved plans and estimates.
03	Carpenter	Construct, repair and maintain carpentry works according to the standards and specifications.
04	Motor mechanic	Check, record and do repairs of Department of National Botanical Gardens' Motor vehicles and fuel used machines and equipments.
05	Electrician	All fixing, repairing and maintenance of electrical works of Department's offices, circuits and other buildings.
06	Budder	All budding activities to foliage plants, flower plants and other plants in the nurseries and experimenting new methods.
07	Label writer	Preparation of the name boards which indicate places, plants in the gardens in trilingual and fix and maintain those.

Vacancies are in – Hambanthota, Colombo, Gampaha, Kandy, Nuwara eliya districts

02. *Service Conditions.*– The selected candidates shall be appointed to Grade III of the Service on the following conditions.

- (i) This post is permanent and pensionable.
- (ii) The employment is subjected to a probation period of three years from the date of appointment.
- (iii) The Selected officers are required to comply with the provisions of the constitution of the Democratic Socialist Republic of Sri Lanka, Establishment Code, Financial Regulations, National Language Policy, Government circulars & Procedural Rules of Public Service Commission, Departmental orders and any other orders that are already issued or which may be issued by the government from time to time.
- (iv) The officer should pass the 1st Efficiency Bar Examination within three years from the date of appointment in grade III.
- (v) The relevant proficiency level of the second official language should be acquired as per the provisions of Public Administration circular 07/2007 dated 28.05.2007.
- (vi) Should comply to work at anywhere within the Department if needed.

03. *Salary Scale :*

- (i) Salary code number – PL2 -2006 (A)
- (ii) Salary Scale – Rs:12,210 – 10 x 130– 10 x 145 – 10 x 160 – 12 x 170– Rs. 18,600 (According to Public Administration Circular No. 6/2006 (IV))

04. *Qualifications:*

4.1 (i) *Educational Qualifications:*

Should have passed G.C.E (O/L) in six (06) subjects at least with two credit passes in less than two sittings.

(ii) *Professional Qualification:*

Should have obtain at least level 02 qualification of National Vocational Qualification (NVQ) standards relevant to the respective field as determined by the Tertiary and Vocational Education Commission.

(iii) *Experience:*

Should have 03 years of work experience relevant to the duties of the applied post at a recognized organization (should be certified by written documents.)

4.2 *Other Qualifications :*

- I. Be a citizen of Sri Lanka.
- II. Should possess an excellent character.
- III. Applicants should have fulfilled all qualifications as mentioned in above 4.1 (i) and 4.1 (ii) required for

recruitment to the post at the closing date of applications as mentioned in this *Gazette* notification.

IV. Every applicant should be in good mental and physical order to serve in any part of the island and shall get through a government medical examination.

V. Should not be less than 18 years and more than 45 years of age at the closing date of the applications. (Age limit is not applicable to the applicants who are already confirmed in the Government Service).

05. *Method of Applying.*– The application should be prepared in the form of specimen appended to this notification using A4 size (8 ½" x 12") paper using both sides. Duly completed application should be forwarded through registered post addressed to "The Director General, Department of National Botanic Gardens, P.O Box 14,Peradeniya" to reach on or before 05th September, 2014. The post applied should be written on the left hand top corner of the envelope enclosing the application. To apply more than one post, use separate application for each.

06. *Method of Selection.*– By a structured interview and a professional test.

07. Marks will be allocated to additional educational qualifications, language proficiency, experience and performance at the structured interview. Skills will be checked by a professional practical test. Incomplete applications in any manner will be rejected and applications received after the closing date will not be accepted. Director General, Department of National Botanic Gardens Who reserves the right to make all decisions.

Dr. D.S.A. WIJESUNDARA,
Director General

Department of National Botanic Gardens.

30th July, 2014

SPECIMEN FORM OF APPLICATION

**MINISTRY OF BOTANIC GARDENS AND PUBLIC
RECREATION**

DEPARTMENT OF NATIONAL BOTANIC GARDENS



(Office use only)

*Application for open recruitment to the primary semi skilled
service category (PL-2) for the Department of National
Botanic Gardens*

01. Tick (✓) the relevant post which you are applied for (if you are applying for more than one post, please use separate application form)

01. Bungalow keeper	
02. Mason	
03. Carpenter	
04. Motor mechanic	
05. Electrician	
06. Budder	
07. Label writer	

02. Name with initials (In English Block Capitals) Mr./ Mrs./Miss :_____.

03. Name in full (In English Block Capitals) :_____.

04. National Identity card No. :_____.

05. Permanent Address :_____.

06. Postal Address (In English Block Capitals) :_____.

07. 7.1 Date of Birth :_____.

7.2 Age as at the closing date of applications:

Years : Months : Days :

08. Gender :

1 – Female 2 – Male ☐

09. Civil Status :

1 – Married 2 – Unmarried ☐

10. Medium (Language) for interviews :

(Sinhala – 1, Tamil – 2, English – 3) ☐

11. Telephone No. (if available) :_____.

12. Qualifications :

12.1 Educational Qualifications:

Particulars of the G.C.E. (O/L) examination :

First sitting :

- ☐ Year and the medium of the examination :_____.
- ☐ Index Number :_____.
- ☐ Result of the examination:

Subject	Grade	Subject	Grade
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

Candidates who passed the exam in second sitting please mention result by using same format again.

12.2 Professional Qualifications:

- ☐ Acquired Professional Qualifications :_____.
- ☐ Time duration :_____.
- ☐ Effective date :_____.
- ☐ Relevant Institution :_____.

12.3 Other Qualifications :_____.

12.4 Experience: (Nature of the jobs, Time duration, relevant institute etc.) :_____.

13. For the Candidates who already serve in the Public Service :

13.1. Current post and Grade :_____.

13.2. Current work place :_____.

13.3. Date of first appointment :_____.

13.4. within recent 5 years

(i) Subject to any disciplinary action YES/NO

(ii) No pay leave YES/NO

14. Declaration of the candidate:

I do here by declare that the particulars furnished above are true and accurate to the best of my knowledge and belief. I also declare that I have not been dismissed or treated as a person, vacated the post from Public Service. Further I agree to be bound by the rules and regulation imposed by the Director General, Department of National Botanical Gardens who reserves the right to make all decisions with regard to the appointment and place of work of this post.

_____,
Signature of Applicant.

Date:_____.

15. For the candidates who already serve in the Public Service :

Certificate of the Head of Department

I forward here with the application of Mr./Mrs./Miss Who is currently serving in this Ministry/Department as a permanent/temporary officer and she/he is able/unable to do the above post. If selected she/he can be released from the current post of the ministry/Department.

_____,
Signature of head of Department and
Official Frank.

Date :_____.

Name :_____.

Designation :_____.

Ministry/Department :_____.

08-559

Applications are called in terms of the Muslim Marriage and Divorce Act (Chapter 115) for the recruitment of Quazis for the areas indicated in the following Schedule

Any Muslim male who is a graduate of a recognized University or a Moulavi holding a certificate from an institution recognized by the Ministry in charge of Muslim Religions and Cultural Affairs or a holder of the Al-Alim certificate issued by the Department of Education or an Attorney-at-Law or a holder of other similar qualification or a retired public servant who has held office in staff grade.

Applicants should be married persons over 40 years, should be physically fit and of good character and standing in the community and possessing a sound knowledge of the law relating to Muslim Marriage and Divorce.

A Quazi will be paid a monthly allowance of Rs. 6,000 and an all exclusive allowance of Rs. 5,000 per month for the cost of support services, stationary and postal expenses.

W. K. D. WIJERATHNE,
Senior Assistant Secretary for Secretary,
Judicial Service Commission.

Judicial Service Commission Secretariat,
P. O. Box. 573,
Colombo 12,
22nd July, 2014.

01. Hambantota - Applications are called by the Judicial Service Commission for the Post of Quazi in the Judicial Zone of Hambantota under (Chapter 115) the Muslim Marriage and Divorce Act.
02. Colombo West - Applications are called by the Judicial Service Commission for the Post of Quazi in Dehiwala, Mount - Lavinia, Ratmalana, Nugegoda, Papiliyana, Maharagama, Pannipitiya, Homagama, Polgasovita, Ingiriya, Rajagiriya, Battaramulla and Athurugiriya areas in the Colombo Judicial Division under (Chapter 115) the Muslim Marriage and Divorce Act.
03. Akurana - Applications are called by the Judicial Service Commission for the Post of Quazi in Akurana D. S. Division in Kandy District under (Chapter 115) the Muslim Marriage and Divorce Act.

1. Full Name :

[illegible]

2. Name with Initial :

[illegible]

3. Permanent Residence :

[illegible]

4. Postal Address :

[illegible]

5. Date of Birth :

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--	--	--	--

6. Age :

--	--

7. Race :

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

8. Religion :

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

9. N. I. C. No. :

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

10. Telephone No. :

11. Educational Qualifications :

--	--	--

12. Professional Qualifications :

--	--	--

13. Languages which the applicant can read and write :

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--

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14. Does the Applicant posses knowledge of Muslim Law ? :

--

15. Is he Married ? :

--

16. Are you an Attorney at Law ? If so, date of enrolment ? :

--

17. Past and Present Occupations (with date) :

From	To	Occupation

18. Value of Possessed by Applicant :

Rs.	
-----	--

19. Monthly Income :

Rs.	
-----	--

20. Amount of debts if any :

Rs.	
-----	--

21. Were you actively engaged in politics during the last ten years ? :

--

22. Are you an income tax payer ? : ☐

23. Were there criminal cases against you ? or are there any pending criminal cases ? : ☐

24. Particulars of Court convictions if any :

25. Personal referees (They should be responsible person who known you well) :

(1)

(2)

Name :	Name :
Address :	Address :
Occupation :	Occupation :
Period during which he has known you :	Period during which he has known you :

I certify that the particulars furnished by me in this application are true and correct.

_____,
Applicant's Signature.

Date : _____.

Note : Attach all copies of the relevant certificates with this.

08-476

SRI LANKA POLICE DEPARTMENT

Rs. cts.

Post of Police Constable

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Recruit Police Constable 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, Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by registered post to the above-mentioned address to reach on or before 15.10.2014 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. 171,360 - 7 x 1,740 - 10 x 2,160 - 17x2,880 - Rs. 254,100.

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 :

(a) Arduous duty allowances 2,000 0

(b) Combined allowances :

(1) For performance of duties in North and East areas 10,500 0

(2) For performance of duties in other areas 8,400 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 in between 18 and 28 years as at closing date 15.10.2014 as per the *Gazette* Notification. However Security Assistants Service

personal who are serving in the Police Department are 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 including Mathematics and Medium Language in not more than two attempts at the G. C. E. (O/L) examination. Applicants who are qualified within two attempts should have passed at least 05 subjects at the first attempt.

Note 01.– According to the classification of subjects by the Department of Examinations, Sri Lanka, number of subjects passed at the examination will be decided by considering the two science subjects bearing Numbers 41, 44 as one subject and the two Mathematics subjects bearing Numbers 42 and 45 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) 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 04 inches (minimum).
- * Chest 30 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 (Divorce will be considered as married). Only this condition will not apply for those who have fulfilled the other qualifications and presently serving in the Police Department as Security Assistants.

5. Method of Recruitment.– Selected applicants will have to pass in 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 such as endurance test :

1,000 meters – 03 minutes 44 seconds

Only those who are successful in the physical fitness such as endurance test will be called for final interview. Only those who score 40% or more will be called for the 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 test paper - 1 hour.

6. Medical Test.– 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.

7. 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. If the applicant with the adverse reports he will be rejected for recruitment ;

(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.

8. 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 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 entered to 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 Department of Official Language.

* The salary increments of those who fail to pass the second official language within 5 years from the date of appointment will be deferred until a pass is obtained.

9. *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 recruit period of three years ;
- (b) The selected applicants will be required to comply with any rules already made or may hereinafter be made to give effect to the official language policy of the Government ;
- (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, of post 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 are liable to dismiss from the Service ;
- (e) Permission will not be granted to the selected officers 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 recruit period of three years in the Police Department and if they wish to resign from service before their recruit period 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 due from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishment Code, 1985 ;
- (g) Immediately after Recruit Police Constables 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 Recruit Police Constables have commencement their training at the Police College, they should take the Oath of allegiance to the Public Service, in terms of the I.G.P.'s Circular, No. 1804/2004 ;

- (i) Recruit Police Constables who have been confirmed in the post will have opportunities for promotions in terms of the approved scheme 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 in 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 the following documents to their applications (originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of character (obtained from persons who are not related) ;
- (iii) Certificates substantiating educational qualifications ;
- (iv) Certificates substantiating any outstanding sports or other extra curricular activities ;
- (v) A photocopy of certificates of services (if available) ;
- (vi) A photocopy 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 (2) 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.

N. K. ILLANGAKOON,
Inspector General of Police.

SRI LANKA POLICE DEPARTMENT

POST OF RECRUIT POLICE CONSTABLE

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. : _____.
(Photocopy of the NIC should be attached)
03. Father's name in full : _____.
04. Place of birth of the applicant : _____.
Divisional Secretariat 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 : _____.
(g) 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 a 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 as stated 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. (a) Present employment : _____.
(b) Are you a member of the armed forces ? : _____.
13. Do you have any special skills and/or qualifications ? : _____.
14. Give names and addresses of two referees to inquire the applicant :
(a) _____.
(b) _____.
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 commander of the respecting Service) : _____.
(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) : _____.
- _____,
Signature of the Applicant.
- Date : _____.

MINISTRY OF EDUCATION

Recruitment of Graduates for Sinhala and Tamil Medium Teacher Vacancies in the Sri Lanka Teaching Service Grade 3-1 for the subjects of Biosystems Technology and Science for Technology in the New Technology Stream at G. C. E. (Advanced Level)

APPLICATIONS are called from qualified graduates for Sinhala and Tamil medium Teacher vacancies in the Sri Lanka teachers Service Grade 3-1 according to the teachers service minute for the subjects of Biosystems Technology and Science for Technology in the New Technology Stream at G. C. E. (Advanced Level) at the Secondary schools with Mahindodaya Technology Laboratories for the development of children of the nation.

01. *Qualifications :*

1.1 *General Qualifications :*

- (i) Be a citizen of Sri Lanka.
- (ii) Should have a good character and should have good mental and physical health.
- (iii) Should not be less than 18 or more than 35 years of age on 15.09.2014.

1.2 *Educational Qualifications :*

- (i) I Should have obtained a degree approved by the University Grants Commission in the relevant subject on which the application is forwarded, by 15.09.2014 according to the Sri Lanka Teachers Service Minute.

Accordingly Graduates applying for Biosystems Technology subject should have obtained a degree in Agriculture.

Graduates applying for Science for Technology subject should have offered Physics as a main subject for their degree.

- (ii) Should have passed G. C. E. (O/L) and G. C. E. (A/L) according to accepted policies of the Ministry of Education and stated below :

* Should have passed G. C. E. (Ordinary Level) examination with Mother Tongue and Mathematics and passing in six subjects with 03 credit passes in not more than two sittings ; and

* Passed in 03 subjects at the G. C. E. (Advanced Level) in one and the same sitting.

Note.— Those who have passed at an examination equivalent to the G. C. E. (O/L) and G. C. E. (A/L) Local and Overseas examinations which are acceptable by the Commissioner General of Examinations can also apply.

02. *Method of Recruitment and Service Conditions :*

2.1 According to this notification, if the number of applicants exceed the number of vacancies, the appointing authority will direct to hold a competitive examination and those who qualify according to the priority list prepared on the total number of marks scored and on School based basis, appointments will be given according to the number of vacancies available. Applicants who do not have the qualifications mentioned in this notice will not be called for the interview.

2.2 A competitive examination will not be held if the number applied is less than the number of vacancies. Applicants will only be subjected to a qualifying examination for absorption to the Teacher Service.

2.3 Appointments will be given only to the schools mentioned in Annex 1 where vacancies exist, and only those applicants who are willing to serve in them should apply.

Note.— If the number of applicants exceeds the number of vacancies in a school, priority will be given according to the total number of marks scored at the competitive examination. If several candidates who have applied to a particular school have got the same marks, then priority will be given according to the distance to the school. Applicants who satisfy these criteria will be recruited.

Annex 1

TEACHER VACANCIES IN THE SINHALA MEDIUM

BIOSYSTEMS TECHNOLOGY SUBJECT

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
Eastern North Central	1	Polwatta Maha Vidyalaya	Polwaga Colany Ampara	1
	2	Kebithigollewa Maha Vidyalaya	Kebithigollewa	1
	3	Vidyadarsha Maha Vidyalaya	Nochchiyagama	1
	4	Medirigiriya National School	Medirigiriya	1
	5	Leelaratne Maha Vidyalaya	Hansayapalama	1

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
	6	Welikanda Maha Vidyalaya	Welikanda	1
	7	Sri Siddhartha Vidyalaya	Eppawala	1
Sabaragamuwa	8	Wijeriyana Sumana Maha Vidyalaya	Wijeriyana (via Rakwana)	1
	9	Pinnawala Central College	Rambukkana	1
Northern	10	Madukanda Central College	Madukanda	1
Western	11	Mahinda Rajapakse Vidyalaya	Pitipana, Homagama	1
Southern	12	Batapola MMV	Batapola	1
	13	Karadeniya MMV	Karadeniya	1
Uva	14	President's College	Ambagasdowa Welimada	1
	15	Megahakeula MMV	Megahakeula	1
Wyamba	16	Sri Parakrama National School	Kobeyigane	1
Central	17	Namini Oya MMV	Weligama, Matale	1
	18	Rangiri Dambulu National School	Dambulla	1
	19	Nugawela MMV	Nugawela	1

SCIENCE FOR TECHNOLOGY SUBJECT

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
North Central	1	Maithripala Senanayake Vidyalaya	Medawachchiya	1
	2	Medirigiriya National School	Medirigiriya	1
	3	Thambuttegama MMV	Thambuttegama	1
	4	Palugasdamana Maha Vidyalaya	Palugasdamana	1
	5	Wilayaya MMV	Aralaganwila	1
	6	Mahasena Maha Vidyalaya	Bakamuna	1
	7	Welikanda Maha Vidyalaya	Welikanda	1
	8	Leelaratne Wijesinghe Maha Vidyalaya	Hansayapalama	1
Wyamba	9	Mahasen National School	Nikaweratiya	1
Northern	10	Madukanda Central College, Madukanda	Vauniyawa	1
Eastern	11	Polwatta Maha Vidyalaya	Polwaga Colony Ampara	1
	12	Abhayapura MV	Abayapura, Trincomalee	1

TEACHER VACANCIES IN THE TAMIL MEDIUM

BIOSYSTEMS TECHNOLOGY SUBJECT

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
Northern	1	Kili/Kilinochchi MMV	A9 Road, West Anandapuram, Kilinochchi	1
	2	Kilinochchi Hindu College	Janthinagar, Kilinochchi	1
	3	Thampuram MV	Thampuram, Paraththan	1
	4	Erukampiddi Muslim MMV	Erukampiddi, Mannar	1
	5	Man/Murukkan MV	Murukkan, Mannar	1
	6	Mu/Vidyananda Vidyalaya	Mulliyaweilei	1
	7	Oddusudan MV	Vidyapuram, Oddusudan	1
	8	Vu/Cheddikulam MV	Cheddikulam	1
	9	Vavuniya Tamil MMV	Vavuniya	1

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
	10	Manipai Hindu Vidyalaya	Manipai	1
	11	Wyavilan MMV	Wyavilan	1
	12	Nalladi MMV	Karaweddi	1
	13	Jaffna Hindu Vidyalaya	Jaffna	1
Eastern	14	Bati/Oddamawadi MMV (N.S.)	Oddamawadi	1
	15	Bati/Valachchenei Annur MV	Valachchenei	1
	16	Bati/Kiran MV	Kiran	1
	17	Bati/Vandaramuli MMV	Sittandi -1	1
	18	Bati/Hindu Vidyalaya	Batticaloa	1
	19	Bati/Kaththankudi MMV	322, Beach Road, New Katthankudi - 06	1
	20	Kal/Samanthurei (N.S.)	Samanthurei	1
	21	Zahira Vidyalaya (N.S.)	Zahira Vidyalaya Road, Aynthamarathu	1
	22	Akkareipattu Muslim MMV	Akkareipattu	1
	23	Sri Ramakrishna Vidyalaya	Akkareipattu	1
	24	Vipulananda Vidyalaya	Kandy Road, Trincomalee	1
	25	Addalachchenei MV	Main Street, Addalachchenei	1
	26	T/Muthur MMV	Knox Road, Muthur	1
Southern	27	Malhurussulhiya National School	H. K. Edmund Road, Galle	1
	28	Zahira National School	Hambantota	1
Sabaragamuwa	29	Al-Azar Muslim MV	Hemmathagama	1
Uva	30	Haputale Tamil MV	Haputale	1
	31	Saraswathi MMV	Mahiyangana Road, Badulla	1
Wyamba	32	Passara Tamil MV	Passara	1
	33	Hisbulla MMV	Kurunegala	1
	34	Zahira National School	Puttlam	1
	35	Kekunagolla Muslim MMV	Giriulla	1
Central	36	Madina Muslim Vidyalaya	Madawala Bazaar	1
	37	Kadireshan MMV	Kothmale Road, Nawalapitiya	1
	38	Hindu National School	Nuwaraeliya Road, Pusselawa	1
	39	Al-manar MMV	Handessa	1
	40	Ajmeer National School	Elkaduwa Road, Ukuwela	1
	41	Holbrook Tamil MV	Agarapathana	1
	42	Norwood Tamil MV	Norwood	1
	43	Ragala Tamil MV	Halgranoaya	1
	44	Cambridge Vidyalaya	Kotagala	1

SCIENCE FOR TECHNOLOGY SUBJECT

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
Western	1	Almubarak MMV	Malwana	1
Central	2	Hindu National School	Nuwaraeliya Road, Pusselawa	1
	3	Al-manar MMV	Handessa	1
	4	Ajmeer National School	Elkaduwa Road, Ukuwela	1
	5	Kadireshan MMV	Kothmale Road, Nawalapitiya	1
	6	Holbrook Tamil MV	Agarapathana	1

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
	7	Norwood Tamil MV	Norwood	1
	8	Ragala Tamil MV	Halgranoya	1
	9	Cambridge Vidyalaya	Kotagala	1
Southern	10	Arfa National School	Weligama	1
	11	Zahira National School	Hambantota	1
Wyamba	12	Kekunagolla Muslim MMV	Giriulla	1
	13	Zahira National School	Puttlam	1
	14	Hisbulla Muslim MMV	Theliyagonna	1
Uva	15	Saraswathi MMV	Mahiyangana Road, Badulla	1
	16	Passara Tamil MV	Passara	1
	17	Haputale Tamil MV	Haputale	1
Sabaragamuwa	18	Al-Azar Muslim MV	Hemmthagama	1
Northern	19	Manipai Hindu Vidyalaya	Manipai	1
	20	Nalliadi MMV	Karaweddi	1
	21	Chawakachcheri Hindu Vidyalaya	Chawakachcheri	1
	22	Jaffna Hindu College	Jaffna	1
	23	Wmbadi Balika High School	Jaffna	1
	24	Welani MMV	Welani	1
	25	WADDU Hindu Vidyalaya	Sithankarni	1
	26	Wyavilan MMV	Wyavilan	1
	27	Sri Somaskandha Vidyalaya	Puthur	1
	28	Methodist Balika High School	Point Pedro	1
	29	Kili/Kilinochchi MMV	A9 Road, West Anandapuram, Kilinochchi	1
	30	Kilinochchi Hindu College	Janthinagar, Kilinochchi	1
	31	Erukkampiddi Muslim MMV	Erukkampiddi, Mannar	1
	32	Mn/Murukkan MV	Murukkan Mannar	1
	33	Mu/Vidyananda MV	Muliyawelai	1
	34	Oddusudan MV	Vidyapuram, Oddusudan	1
	35	VU/Cheddikulam MV	Cheddikulam	1
	36	Vavuniya Tamil MMV	Vavuniya	1
Eastern	37	Bati/Oddamawadi MMV (NS)	Oddamawadi	1
	38	Bati/Valachchenai Annur MV	Valachchenai	1
	39	Bati/Kaththankudi MMV	322, Beach Road, New Kantthankudi - 06	1
	40	Smanthurai MMV	Smanthurai	
	41	Zahira Vidyalaya (NS)	Zahira Vidyala Road, Ayinthamarathu	1
	42	Akkareipattu Muslim MMV	Akkareipattu	1
	43	Addalachchenei MV	Main Street, Adalachchenei	1
	44	Muthur MMV	Muthur	1
	45	Sri Ramakrishna Vidyalaya	Akkareipattu	1
	46	Bati/Kiran MV	Kiran	1
	47	Bati/Wandaramulei MMV	Sitthandi - 1	1
	48	Bati/Hindu Vidyalaya	Batticaloa	1
	49	Kaluthawalei MV	Kaluthawalei	1
	50	Wipulananda Vidyalaya	Kandy Road, Trincomalee	1

2.4 A candidate will be appointed to Grade 3-1 of the Sri Lanka Teacher Service according to the general conditions of Government appointments, conditions under the Sri Lanka Teacher Service, amendments done or to be made to the Sri Lanka Teachers Service Minute. The entitled monthly salary scale to this post is (according to the Public Administration Circular No. 6/2006(iv) of 2007-08-24) No. TS-1-2006A salary category (Monthly Rs. 14,135 -180x9 - 240x6 - 330x5 - 400x7 - 645x13 - Rs. 30,030). You will be placed at the first step of Rs. 15,395 monthly.

2.5 These appointments are permanent and pensionable.

2.6 Promotions will be made under the directives of the Sri Lanka Teachers Service Minute.

2.7 These appointments are subjected to the transfer procedures of the transfers of the Sri Lanka Teacher Service. As these appointments are given under School Based basis, requests for transfers will not be considered for 05 years and the selected applicants should enter into a bond regarding.

03. Method of Application :

3.1 Application should comply with the phototype format provided with this notification and it should be prepared on both sides of an A4 paper and filled in by the applicant him/herself. Applications contrary to the specimen application and incomplete applications will be rejected without any notification. (It is advisable to keep a photocopy of the completed application form). The applicant should assess whether the completed application is in conformity to the specimen application provided in the notice. It may be rejected if it does not conform to the specimen application given.

3.2 The applicant's signature should be attested by a Principal in a government school, a Justice of Peace, a Commissioner of Oath, a Lawyer, a Public Notary, A

Commissioned Officer in the Tri-forces, a *Gazetted* officer in the Police Service or a permanent officer in the government service drawing an initial annual salary above Rs. 240,360.

3.3 Duly filled applications should be sent by Registered Post on or before 15.09.2014 addressed to "The Secretary, Ministry of Education, Pelawatte, Battaramulla". It is essential to note "Recruitment of Sinhala and Tamil Medium Graduates as Teachers to teach Technology subjects - 2014" on the top left hand side of the envelope in which the application is sent.

3.4 Applications which are incomplete in any required aspect will be rejected. The Ministry of Education will not entertain any complaint regarding loss or delays in the post.

3.5 One applicant can submit only one application.

4. It is essential for the officers who are presently in government service to submit the application under heading 7.0 through the Head of the Department.

5. Applicants who do not appear for the interview on the date informed will not be considered in any way afterwards.

6. Any certificate produced after the date of the interview will not be accepted.

7. Final decision regarding any matter that is not covered by this notification and filling or not filling all or part of the vacancies is vested upon the Secretary, Ministry of Education.

ANURA DISSANAYAKE,
Secretary,
Ministry of Education.

At the Ministry of Education,
15th August, 2014.

MINISTRY OF EDUCATION

For office use

SPECIMEN APPLICATION FORM

RECRUITMENT OF GRADUATES FOR SINHALA AND TAMIL MEDIUM TEACHER VACANCIES IN THE SRI LANKA TEACHING SERVICE GRADE 3-1 FOR THE SUBJECTS OF BIOSYSTEMS TECHNOLOGY AND SCIENCE FOR TECHNOLOGY IN THE NEW TECHNOLOGY STREAM AT G. C. E. (ADVANCED LEVEL)

Biosystems Technology subject
(Agriculture Graduates)

Sinhala Medium

Tamil Medium

Science for Technology

Sinhala Medium

Tamil Medium

(Physical Science Graduates)

(Put a ✓ for the subject and the medium)

Serial No.	Province	Name of School

(Put in the name of the school and the Serial No. for which applying)

01. 1.1 Name with initials denoted at the end of name (in English capitals) (Eg.– PERERA A.B.) : _____.
1.2 Name denoted by the initials (in English capitals) : _____.

02. Present address (in English capitals) : _____.
(Calling letters will be posted to this address)

03. 3.1 Gender : ☐ (Female - 1 Male - 0) ☐ (Write relevant number inside box)
3.2 Married/Unmarried : ☐ (Write relevant number in the box)
Unmarried - 1 Married - 2
3.3 Date of birth :

Year : Month : Date :

3.4 Age on 15.09.2014 : Years : Months : Days :

3.5 National Identity Card No. :

04. Details of Educational Qualifications :

G. C. G. (O/L) Examination	G. C. E. (A/L) Examination
Year : _____. Index No. : _____.	Year : _____. Index No. : _____.
.....

05. Details of Higher Education Qualifications :

- 4.1 Degree : _____.
4.2 Issuing University : _____.
4.3 Valid date of degree : _____.
4.4 Main subject/s of the degree : _____.
4.5 Medium in which the degree was obtained : _____.

I declare that the the information provided here are true to my knoweldge. I understand that I may be dismissed from service after selection if it becomes evident that I am not suitable. Further I agree to abide by the rules and regulations drawn up by the Appointing Authority. I will not be changing afterwards any of the particulars provided herewith.

_____,
Signature of the Applicant.

Date : _____.

06. Attesting the signature of the Applicant :

I certify that Mr./Mrs./Miss who forwards this application is known to me personally and that he/she had placed his/her signature in my presence.

_____,
Signature of the Attestor.

Date: _____.

Name of the Attestor : _____.

Post : _____.

Address : _____.

07. If the applicant is a government servant, the certification of the Head of the Department :

I forward the application of Mr./Mrs./Miss He/She is permanent/temporary/casual servant of this Ministry/Department and would like to inform that he/she can be released/cannot be released from service.

_____,
Head of Department/Authorised
Officer.

Date : _____.

Post : _____.

Ministry/Department : _____.

08-665/1

MINISTRY OF EDUCATION

Recruitment of Technology Diploma Holders for Sinhala and Tamil Medium Teacher Vacancies for the Subject of Engineering Technology in the New Technology Stream at G. C. E. (Advanced Level)

APPLICATIONS are called from qualified Diploma holders in mechanical Technology, Construction Technology, Electrical and Electronics Technology and those who are awaiting results of Diplomas for Sinhala and Tamil medium Teaching vacancies in the Sri Lanka Teachers Service Grade 3-1 according to the teachers service minute for the subjects of Engineering Technology in the New Technology Stream at G. C. E. (Advanced Level) at the Secondary schools with Mahindodaya Technology Laboratories for the development of children of the nation.

01. *Qualifications :*1.1 *General Qualifications :*

- (i) Be a citizen of Sri Lanka.
- (ii) Should have a good character and should have good mental and physical health.
- (iii) Should not be less than 18 or more than 35 years of age on 15.09.2014.

1.2 *Educational Qualifications :*

- (a) (i) Four year Higher National Diploma in Engineering (HNDE) awarded by the Sri Lanka Higher Technology Institute (SLIATE).
- (ii) Three year National Diploma in Technology (NDT) awarded by the University of Moratuwa.
- (iii) Four year National Diploma in Engineering Science (NDES) awarded by the Engineering Technology Institute at Katunayake.
- (iv) Diploma in Technology (DT) awarded by the Open University of Sri Lanka.
- (v) Advanced Diploma in National Vocational Qualification Level 6 (NVQ Level 6) awarded by institutions approved by the Sri Lanka Tertiary and professional Training Commission.
- (vi) Local and International Diploma qualifications equivalent to the Diplomas mentioned above approved as to be equivalent by the equalizing and empowering Commission of the National Apprenticeship and Technical Training Authority.

Note.— Diploma holders in i-iv above should belong to one of the fields below and Diploma holders in other fields will not be considered.

- * Mechanical Technology
- * Construction Technology
- * Electrical and Electronic Technology

- (b) Should have passed G. C. E. (Ordinary Level) examination with Mother Tongue and Mathematics and passing in six subjects with 03 credit passes in not more than two sittings.
- (c) Passed in 03 subjects at the G. C. E. (Advanced Level) in one and the same sitting.

Note.— Those who have passed at an examination equivalent to the G. C. E. (O/L) and G. C. E. (A/L) Local and Overseas examinations which are acceptable by the Commissioner General of Examinations can also apply.

02. *Method of Recruitment and Service Conditions :*

- 2.1 The Appointing Authority on recruitment will direct to conduct a structured interview for those who apply according to this notification and appointments will be given to the teaching vacancies available for those qualified according to the priority of marks obtained.
- 2.2 A candidate will be appointed to Grade 3-1 of the Sri Lanka Teacher Service according to the general conditions of Government appointments, conditions under the

Sri Lanka Teacher Service, amendments done or to be made to the Sri Lanka Teachers Service Minute. The entitled monthly salary scale to this post is (according to the Public Administration Circular No. 6/2006(iv) of 24-08-2007) (Monthly Rs. 14,135 -180x9 - 240x6 - 330x5 - 400x7 -645x13 - Rs. 30,030). You will be placed at the first step of Rs. 14,135 monthly.

2.3 These appointments are permanent and pensionable.

2.4 Promotions will be made under the directives of the Sri Lanka Teachers Service Minute.

2.5 Appointments will be given only to the schools mentioned in Annex 1 where vacancies exist, and only those applicants who are willing to serve in them should apply.

Note.– If the number of applicants exceeds the number of vacancies in a school, priority will be given according to the total number of marks scored at the competitive examination. If several candidates who have applied to a particular school have got the same marks, then priority will be given according to the distance to the school. Applicants who satisfy these criteria will be recruited.

Annex 1

TEACHER VACANCIES IN THE SINHALA MEDIUM

ENGINEERING TECHNOLOGY SUBJECT

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
Central	1	Anuruddha Kumara National School	Nawalapitiya	1
	2	Gamini National School	Nuwara Eliya	1
	3	Rangiri Dambulla National School	Dambulla	1
	4	Sri Sumangala National School	Nildandahinne	1
	5	Ranasinghe Premadasa National School	Hasalaka	1
	6	Hatharaliyadda madya Maha Vidyalaya	Hatharaliyadda	1
	7	D. B. Wejethunga National School	Kuliyapitiya	1
	8	Sri Naga National School	Naula	1
	9	Gelewela Madya Maha Vidyalaya	Galewela	1
	10	Naminioya Madya Vidyalaya	Wilgamuwa, Matale	1
	11	Sumana Madya Maha Vidyalaya	Talawakele	1
North Central	12	Ananda Balika National School	Hingurakgoda	1
	13	Minneriya National School	Minneriya	1
	14	Medirigiriya National School	Medirigiriya	1
	15	Ruwanweli Madya Maha Vidyalaya	Horowpathana	1
	16	Galnewa Madya Maha Vidyalaya	Galnewa	1
	17	Ganthiriyagama Mahinda Madya Maha Vidyalaya	Ipalogama	1
	18	Galkiriyagama Madya Maha Vidyalaya	Galkiriyagama	1
	19	Palugasdamana Maha Vidyalaya	Palugasdamana, Polonnaruwa	1
	20	Wilayaya Madya Maha Vidyalaya	Aralaganwila	1
	21	Mahasen Maha Vidyalaya	Bakamuna	1
	22	Weilkanda Maha Vidyalaya	Welikanda	1
	23	Leelaratne Wijesinghe Maha Vidyalaya	Hansayapalama	1
	24	Maithreepala Sirisena Maha Vidyalaya	Madewachchiya	1
	25	Royal College, Polonnaruwa	Polonnaruwa	1
	26	Mihinthalale Maha Vidyalaya	Mihinthalale	1
Sabaragamuwa	27	Kalawana National School	Kalawana	1
	28	Siri Saman Madya Maha Vidyalaya	Deraniyagala	1
	29	Swarna Jayanthi Maha Vidyalaya	Kumaratunga Munidasa Mawatha, Kegalle	1
	30	Karawita National School	Uda Karawita	1
	31	Kolonna National School	Kolonna	1
	32	Dehiowita National School	Dehiowita	1

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
	33	Pinnawala Madya Maha Vidyalaya	Rambukkana	1
	34	Wijeriya Sumana Maha Vidyalaya	Rakwana	1
Uva	35	Mahiyangana National School	Mahiyangana	1
	36	Meegahakivula National School	Meegahakivula	1
	37	Sri Jananada National School	Kadurugamuwa, Diyatalawa	1
	38	Walhaputenna National School	Walhaputenna, Haldummulla	1
	39	Welimada Central School	Welimada	1
	40	Wellassa National School	Wellassa, Hewelwala, Bibila	1
	41	Mahanama National School	Monaragala	1
	42	Nissanka National School	Badalkumbura	1
	43	Malwatthawala Madya Maha Vidyalaya	Wellawaya	1
	44	Dharmapala Maha Vidyalaya	Bandarawela	1
	45	Dharmashoka Maha Vidyalaya	Bandarawela	1
	46	Madagama National School	Bibila	1
	47	Dutugemunu National School	Buththala	1
	48	Maliththa Maha Vidyalaya	Pattiyegedara	1
	49	President College	Ambagasdowa	1
Southern	50	Weraketiya Rajapaksha National School	Hambanthota	1
	51	Keethi Abeywickrama National School Deniyaya Road	Morawaka	1
	52	Deiyandara National School	Deiyandara	1
	53	Maliduwa Maha Vidyalaya	Eramudugoda, Akuressa	1
Wayamba	54	Perakumpura National School	Track 3, Solepura	1
	55	Ananda National School	Puttlam	1
	56	Kumbukgete Madya Maha Vidyalaya	Puttlam	1
		Kumbukgete		
	57	J. R. Jayawardena National School	Kuliyapitiya	1
	58	Mahasen National School	Nikaweratiya	1
	59	Madagama Abaya Vidyalaya	Medagama	1
Northern	60	Madukanda National School	Madukanda, Vauniya	1
Eastern	61	Polwatte Maha Vidyalaya	Polwate Colony, Ampara	1
	62	Medagama Maha Vidyalaya	Nawa Medagama, Mahaweli Zone C	1
	63	Abhayapura Maha Vidyalaya	Abhayapura, Trincomalee	1
	64	Agbopura Maha Vidyalaya	Agbopura, Kantale	1
	65	Kantale Maha Vidyalaya	Kantale	1

TEACHER VACANCIES IN THE TAMIL MEDIUM

ENGINEERING TECHNOLOGY SUBJECT

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
Western	1	Almubarak MMV	Malwana	1
Central	2	Ajmeer National School	Ukuwela	1
	3	Hindu National School	Nuwaraeliya Road, Pusselawa	1
	4	Kadireshan MMV	Kothmale Road, Nawalapitiya	1
	5	Holbrook Tamil MV	Agarapathana	1
	6	Norwood Tamil MV	Norwood	1
	7	Ragala Tamil MV	Halgranoya	1
	8	Cambridge Vidyalaya	Kotagala	1

<i>Province</i>	<i>Serial No.</i>	<i>Name of School</i>	<i>Address</i>	<i>Teacher Vacancies</i>
Southern	9	Arpha National School	Weligama	1
	10	Zahira National School	Hambantota	1
Wyamba	11	Kekunagolla Muslim MMV	Giriulla	1
	12	Zahira National School	Puttlam	1
Uva	13	Saraswathi MMV	Mahiyangana Road, Badulla	1
	14	Passara Tamil MV	Passara	1
	15	Haputale Tamil MV	Haputale	1
Sabaragamuwa	16	Al-Azar Muslim MV	Hemmathagama	
Northern	17	Manipal Hindu Vidyalaya	Manipai	1
	18	Nalliadi MMV	Karaweddi	1
	19	Chawakachcheri Hindu Vidyalaya	Chawakachcheri	1
	20	Jaffna Hindu College	Jaffna	1
	21	Wembadi Balika High School	Jaffna	1
	22	Welani MMV	Welani	1
	23	WADDU Hindu Vidyalaya	Sithankarni	1
	24	Wyavilan MMV	Wyavilan	1
	25	Sri Somaskandha Vidyalaya	Puthur	1
	26	Methodist Balika High School	Point Pedro	1
	27	Kili/Kilinochchi MMV	A9 Road, West Anandapuram, Kilinochchi	1
	28	Kilinochchi Hindu College	Janthinagar, Kilinochchi	1
	29	Erukkampiddi Muslim MMV	Erukkampiddi Mannar	1
	30	Mn/Murukkan MV	Murukkan Mannar	1
	31	Mu/Vidyananda MV	Muliyawelai	1
	32	Oddusudan MV	Vidyapuram, Oddusudan	1
	33	Vu/Cheddikulam MV	Cheddikulam	1
	34	Vauniya Tamil MMV	Vauniya	1
	35	Tharmapuram Madya Maha Vidyalaya	Paranthan	1
Eastern	36	Bati/Oddamawadi MMV (NS)	Oddamawadi	1
	37	Bati/Valachchenai Annur MV	Valachchenai	1
	38	Bati/Kaththankudi MMV	322, Beach Road, New Katthankudi - 06	1
	39	Zahira Vidyalaya (NS)	Zahira Vidyalaya Road, Ayinthamarathu	1
	40	Akkareipattu Muslim MMV	Akkareipattu	1
	41	Addalachchenei MV	Main Street, Addalachchenei	1
	42	Sri Ramakrishna Vidyalaya	Akkareipattu	1
	43	T/MU/Muthur MMV	Knox Road, Muthur	1
	44	Bati/Kiran MV	Kiran	1
	45	Bati/Wandaramulei MMV	Sitthandi - 1	1
	46	Bat/Hindu Vidyalaya	Batticaloa	1
	47	Wipulananda Vidyalaya	Kandy Road, Trincomalee	1

03. Method of Application :

- 3.1 Application should comply with the prototype format provided with this notification and it should be prepared on both sides of an A4 paper and filled in by the applicant him/herself. Applications contrary to the specimen application and incomplete applications will be rejected without any notification. (It is advisable to keep a photocopy of the completed application form). The applicant should assess whether the completed application is in conformity to the specimen application provided in the notice. It may be rejected if it does not conform to the specimen application given.

3.2 The applicant's signature should be attested by a Principal in a government school, a Justice of Peace, a Commissioner of Oath, a Lawyer, a Public Notary, A Commissioned Officer in the Tri-forces, a *Gazetted* officer in the Police Service or a permanent officer in the government service drawing an initial annual salary above Rs. 240,360.

3.3 Duly filled applications should be sent by Registered Post on or before 15.09.2014 addressed to "The Secretary, Ministry of Education, Pelawatte, Battaramulla". It is essential to note "Recruitment of Sinhala and Tamil Medium Diploma holders in Engineering Technology as Teachers to teach Technology subjects - 2014" on the top left hand side of the envelope in which the application is sent.

3.4 Applications which are incomplete in any required aspect will be rejected. The Ministry of Education will not entertain any complaint regarding loss or delays in the post.

4. It is essential for the officers who are presently in government service to submit the application under heading 7.0 through the Head of the Department.

5. Applicants who do not appear for the interview on the date informed will not be considered in any way afterwards.

6. Any certificate produced after the date of the interview will not be accepted.

7. Final decision regarding any matter that is not covered by this notification and filling or not filling all or part of the vacancies is vested upon the Secretary, Ministry of Education.

ANURA DISSANAYAKE,
Secretary,
Ministry of Education.

At the Ministry of Education,
15th August, 2014.

MINISTRY OF EDUCATION

For office use

SPECIMEN APPLICATION FORM

RECRUITMENT OF TECHNOLOGY DIPLOMA HOLDERS FOR SINHALA AND TAMIL MEDIUM TEACHING VACANCIES FOR THE SUBJECT OF ENGINEERING TECHNOLOGY IN THE NEW TECHNOLOGY STREAM AT G. C. E. (ADVANCED LEVEL)

Engineering Technology subject

Sinhala Medium

Tamil Medium

(Put a ✓ for the subject and the medium)

Serial No.	Province	Name of School

(Put in the name of the school and the Serial No. for which applying)

01. 1.1 Name with initials denoted at the end of name (in English capitals) (Eg.- PERERA A.B.) : _____.

1.2 Name denoted by the initials (in English capitals) : _____.

02. Present address (in English capitals) : _____.

(Calling letters will be posted to this address)

03. 3.1 Gender :

(Female - 1 Male - 0)

(Write relevant number inside box)

3.2 Married/Unmarried :

Unmarried - 1 Married - 2

(Write relevant number in the box)

3.3 Date of birth :

Year :

Month :

Date :

3.4 Age on 15.09.2014 : Years : Months : Days :

3.5 National Identity Card No. :

04. Details of Educational Qualifications :

<i>G. C. G. (O/L) Examination</i>	<i>G. C. E. (A/L) Examination</i>
Year : _____.	Year : _____.
Index No. : _____.	Index No. : _____.
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05. Details of Higher Education Qualifications :

- 5.1 Diploma : _____.
- 5.2 Issued Institute : _____.
- 5.3 Valid date : _____.
- 5.4 Main subject/s studied : _____.
- 5.5 Medium in which the diploma was obtained : _____.

I declare that the the information provided here are true to my knoweldge. I understand that I may be dismissed from service after selection if it becomes evident that I am not suitable. Further I agree to abide by the rules and regulations drawn up by the Appointing Authority. I will not be changing afterwards any of the particulars provided herewith.

_____,
Signature of the Applicant.

Date : _____.

06. Attesting the signature of the Applicant :

I certify that Mr./Mrs./Miss who forwards this application is known to me perosnally and that he/she had placed his/her signature in my presence.

_____,
Signature of the Attestor.

Date: _____.

Name of the Attestor : _____.

Post : _____.

Address : _____.

07. If the applicant is a government servant, the certification of the Head of the Department :

I forward the application of Mr./Mrs./Miss He/She is permanent/temporary/casual servant of this Ministry/ Department and would like to inform that he/she can be released/cannot be released from service.

_____,
Head of Department/Authorised Officer.

Date : _____.

Post : _____.

Ministry/Department : _____.

Examinations, Results of Examinations &c.

AUDITOR GENERAL'S DEPARTMENT

Open Competitive Examination for Recruitment of Superintendents of Audit Class II Grade II of the Sri Lanka Audit Service – 2014

THE Open Competitive Examination for recruitment of Superintendents of Audit Class II Grade II for the candidates possessing the qualifications specified in paragraph 02 below will be held in Colombo in November 2014 by the Commissioner General of Examinations

01. *Methodology of Recruitment.* – Out of the vacancies existing in Class II Grade II of the Sri Lanka Audit Service, 15 vacancies which is not more than 20 percent of the existing vacancies will be filled by the Public Service Commission on the results of a written examination and an interview held for the candidates who have completed the qualifications specified in paragraph 02 below.

02. *Qualifications.* – All candidates must –

- (a) Be a citizen of Sri Lanka ;
- (b) Have any one of the following qualifications ;
 - (1) Degree of a recognized University with Accountancy as a subject;
 - (2) Associate Membership of the Institute of Chartered Secretaries;
 - (3) Associate Membership of the Institute of Corporate Secretaries,
 - (4) B.Sc. Degree in Public Finance and Taxation or a similar field;
 - (5) Obtained the Intermediate Certificate or the Licentiate Certificate of the Institute of Chartered Accountants of Sri Lanka or qualifications at similar level of any one of the following Accountancy Bodies;
 - (i) The Institute of Chartered Accountants of England and Wales;
 - (ii) The Chartered Institute of Management Accountants of the United Kingdom.
 - (iii) The Chartered Association of Certified Accountants of the United Kingdom or similar Professional Body.
 - (6) Associate Membership of the Cost and Industrial Accountants of the United Kingdom;
 - (7) Higher National Diploma in Accountancy of the Ministry of Higher Education;
 - (8) Diploma in Commerce of the Ceylon Technical College;
 - (9) An Officer who holds a post in a Departmental Grade or a Combined Service carrying a salary scale with an initial salary of which is not less than Rs.13,640 per

month and who possesses 10 years of continuous Public / Provincial Public Service on the closing date of applications and who is confirmed in his service;

- (10) An Officer who holds a Degree of a recognized University and who is confirmed in his post and possesses 05 years service in Public/Provincial Public Service or in a Public Enterprise on the closing date for applications;
- (11) An Officer who has passed the Intermediate Examination of the Higher National Diploma in Accountancy of the Ministry of Higher Education and who possesses 5 years service in Public/ Provincial Public Service or in a Public Enterprise on the closing date for applications and who is confirmed in his post;
- (12) An Officer who holds a post in a Public Enterprise carrying a salary scale with an initial salary of which is not less than Rs.14,980 per month and who possesses 10 years of continuous service on the closing date of applications and who is confirmed in his service.

Notes : (i) The examination or the examinations for qualification should be completed in every respect by 12 September 2014.

- (ii) The official certificate in support of qualification or an Official Document acceptable by the Public Service Commissioner in lieu of such a certificate should be produced at the interview.

03. *Salary Scale.* – The monthly consolidated salary scale attached to this post is SL-1, Rs.22,935-10x645 – 8x790-17x1,050-53,555. Salary will be paid in accordance with the Public Administration Circular No. 06/2006.

04. *Age Limit.* – Age should not be less than 22 years and not more than 40 years on 12 September 2014. This age limit is not applicable to those already in the Public / Provincial Public Service.

05. *Physical Fitness and other Service Conditions :*

- (a) All candidates should have an excellent moral character and should be in sound health.
- (b) Should be willing to serve in any part of the Island.
- (c) The officers recruited to this post should acquire proficiency in the second language on joining the service in accordance with the Public Administration Circular 01/2014.
- (d) This post is a permanent and pensionable post subject to a probation period of three years/ an acting period of one year.

06. *Scheme of Examination :*

- (a) The examination will be held in Sinhala, Tamil and English Mediums;
- (b) A candidate should sit the examination in the Language in which he/she passed the qualifying examination or in the Official Language.
- (c) A candidate who has passed subjects at the qualifying examination in two or more languages should sit the examination in the language in which he / she passed the majority of subjects at such examination or in the Official Language.
- (d) A candidate with a Special Degree who has passed the principal subject in one language and the subsidiary subjects in another language should sit the examination in the language in which he passed the principal subject or in the Official Language.

Notes : (i) The term "Qualifying examination" in (b) and (c) above refers to any of the examination referred to in paragraph 02.

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

(iii) Candidates will not be permitted to change the medium of the examination given in their applications.

07. *Syllabus of Written Examination.* – The examination consists of six written question papers of three hours duration each and the total of marks for each question paper is 100.

- (i) Accountancy;
- (ii) Auditing;
- (iii) Business Mathematics;
- (iv) Cost Accountancy;
- (v) Economics and Public Finance;
- (vi) General Commercial Knowledge and Commercial Arithmetic ;

or

- (vii) Government Financial Regulations and Financial Procedure.

The candidates who qualify under paragraphs (1) to (8) of 2(b) of this Notification should, in addition to the question papers (i) to (v) above, answer the question paper (vi) and the candidates who qualify under paragraphs (9) to (12) of 02 (b) should answer the question paper (vii).

Syllabus :

- (I) Accountancy – A question paper of 3 hours duration on the following topics. (All questions should be answered)

Accounting Theory, Manufacturing Accounts, Trading Accounts, Profit and Loss Accounts and Balance Sheet,

Suspense Accounts and Rectification of Errors, Single Entry and Incomplete Records, Total Accounts, Stock Valuation, Receipts and Payments Accounts, Income and Expenditure Accounts, Cash Basis and Accrual Basis, Capital and Revenue Expenses, Depreciation, Amortization and Depletion, Partnership Accounts, Provisions and Reserves, Joint Ventures, Bills of Exchange, Limited Companies, Accounts of Public Corporations, Consignment Accounts, Goods on Sale or Return, Container Accounts, Branch Accounts, Departmental Accounts, Hire Purchase Accounts, Investment Accounts and Royalty Accounts.

- (II) Auditing – A question paper of 3 hours duration on the following topics. (All questions should be answered.)

General Theory on Auditing
Types of Audit, Internal and External Audit and Private and Balance Sheet Audit, Interim and Final Audit, State Audit and Audit of Private Enterprises.

Role of the External Auditor and the Internal Auditor, their Relationship, Personal Qualities, Independence.

Internal Control and Check : Review, Recording, Preliminary Evaluation, Authentication and Ascertainment and Final Evaluation, Analytical Audit, Organizational Charts and Flow Charts and Auditing in Depth.

Vouching : Classification of Capital and Revenue Income and Expenditure, Sampling Methods and Techniques Detection and Prevention of Fraud and Error.

Audit of Sales : Debtors and Receipts Procedure, Purchase on Credit and Payments Procedure, Payroll Procedure, Cost and Inventory Records, Books of Account and Interim and Final Accounts.

Verification of Assets and Liabilities : Ownership, Existence and Valuation of Fixed Assets, Investments, Stocks, Debtors, Cash, Liabilities and Contingent Liabilities.

Limited Companies : Statutory Books of Limited Companies, Powers and Duties of Directors, Divisible Profits.

Public Corporations : Appointment, Remuneration and Removal of Auditors, Action before Accepting a new Audit.

Powers, Duties and Responsibility of Auditor.

Organization and Control of Internal and External Audits, Audit Programmes, Internal Control Questionnaires and Charts.

Audit of Mechanized Systems.

Internal Audit, Efficiency Audit, Management Audit, Operational Audit, Systems Audit, Value for Money Audit.

Investigations

(III) *Business Mathematics* : A question paper of 3 hours duration on the following topics, (All questions should be answered).

Series : Arithmetic, Geometric, Binomial and Exponential Series, Compound Interest and Discounting Formulas and their Derivations.

Equations : Linear and Quadratic Equations and their Graphical Equivalents, Derivations and their Applications to the solution of Maximum and Minimum Points.

Data : Collection and Tabulation of Data, Approximation and Limits of Accuracy, Market Research and Collection of Data.

Presentation : Use of Statistics in the presentation of Reports, Analysis of Statistical Information and its interpretation in non-technical Language, Graphs and Diagrams including Logarithmic Graphs.

(IV) *Cost Accountancy* - A question paper of 3 hours duration on the following topics. (All questions should be answered).

Materials :

Purchasing : Materials Specifications, Materials Requisitioning, Ordering and follow up procedures.

Receipt of Goods : Methods of checking Receipts, Quantity, Quality and Specifications.

Materials Classification : Classification and Coding of Raw Materials, Work-in-progress, Finished Goods, Packing Materials, Maintenance Materials, Patterns and Tools and other Indirect Materials.

Stores : Layout, Methods of Storage, Raw Materials, Work-in-progress, Finished Goods and Packing Materials, Stores for Tools, Patterns, Maintenance Materials and other Indirect Materials, Centralized and Decentralized Stores and Sub-stores, Internal Transport and Mechanical Handling Equipment.

Store – Keeping : Recording of Receipts, Stocks Transferred from Stores and Returns to Stores, Orders, Allocations and free Balance, Treatment of Waste and Scrap Materials.

Stock Control : Maximum, Minimum and Re-order Levels, Order Quantities, Control of Perishable Goods,

Prevention of Waste, Review of Slow Moving, Dormant and Obsolete Stocks.

Stocktaking : Organizing Stocktaking, Preparation of Forms, Control of Inventory Records, Recording of Physical Stocks, Pricing, Extending and Summarizing Inventory Records, Perpetual Inventory and Discrepancies in Continuous Stocktaking, Investigations and Treatment of Discrepancies.

Materials Costing : Methods of Costing Materials and Calculation of Costs and Allocation to Cost Centres, and Units, Materials Summaries, Stock Ledgers.

Cost of Materials : Cost of a Unit of Finished Goods, Cost of Damaged Materials.

Labour :

Work Records : Recording of Time, Outputs and Types of Records, Defective Work, Lost Time.

Remuneration : Methods of Remuneration, Incentives and Payment by Results, Work Study, Standard Rate Fixing.

Job Evaluation : Merit Rating, Allowance for Defective Work.

Extra Allowances :

Payroll Procedures : Calculation and Verification of Gross Earnings, Voluntary and Statutory Deductions, Payroll Methods and Routines, Payment Procedure, Pay Roll Summaries.

Labour Costing : Classification, Allocation and Apportionment to Cost Centres and Cost Units, Calculation of Cost Rates.

Labour Cost Controls : Unit of Outputs, Measure of Efficiency of Direct Labour, Bonus Levels, Earnings Level, Overtime and Lost Time, Ratio of Indirect to Direct Labour, Cost of Defective Work.

Overheads :

General : Nature and Types of Overheads, Overheads on Research, Development, Design, Purchasing, Production, Staff, Selling, Distribution, Administration and Finance, Fixed and Semi-Variable Overheads.

Collection : Classification and Coding, Effects of Circumstances of Treatment of Items, Records of Original Entry, Overheads Accounting and Summaries.

Allocation and Apportionment : Method of Allocation and Apportionment to Cost Centres and Cost Units.

Absorption : Method of absorbing Overheads in the Unit Cost, Effect of Level of Output on absorption of Overhead Expenses, Over and Under Absorption Causes and Treatment.

Services : Measurement of uses of Services including Maintenance, Instrumentation, Recording of Cost and charging to Cost Centres.

Plant and Machinery : Records of Plant and Machinery Depreciation, Usage and Efficiency.

Costing Techniques :

Types of Costing : Method and Procedures for Costing by the Job (including Batch and Contract) and Compilation of Production Cost, Methods and Procedures for Costing by Process (including Operating and Compilation of Product Costs)

Joint Products and by Products : Distinction and Accounting Treatment, Alternative Method of Recording, Alternative Bases of Apportionment, Collection of Cost and Value Used and Liabilities and Practicability.

Waste : Costing of Waste, Spoilage, Defective Work, Rectification of Errors, Idle Time and Idle Facilities.

Functions : Costing of Research, Development, Design and Preproduction, Purchasing, Staff, Production, Marketing, Administration and Financing.

Budgetary Control and Standard Costing.

Budget and Standards : Master Budget and Subsidiary Budgets, Budget Manual, Standard Cost Rates, Fixed and Flexible Budgets, Standard Product Costs.

Collection and Analysis : Actual Expenditure and Output for comparison with Standards and Budget.

Variance Analysis : Analysis of Total Variances of Intermediate Level of all Elements of Costs.

Marginal Costing :

Techniques and applications at intermediate level.

Presentation and Use

Operating Statements for Process and Trade Sectors : Methods of Presentation, Oral, Narrative, Tabular Graphical and other Visual Means, Continuous and Ad Hoc Records and presentation.

(V) Economics and Public Finance – A question paper of 3 hours duration. (All questions should be answered).

Theory of Value : Demand and Supply, the Price Mechanism Perfect and Imperfect Competitions, Monopoly, Economic Rent, Labour and Wage Rates, Capital and Interest Rates, Explanation of the Queue, Equilibrium Theory, Social Cost and Gains outside the Pricing System.

Production : The Theory of the Firm, Factors of Production Management, Application of Capital, Fixed and Current Assets, Organization for Production and Distribution, Location of Industry, Division of Labour and Development of specialized Business, Factor Endowment and Comparative Advantages ,Nationalization.

Money : Functions of Banking, Credit and Finance and Money, Types of Money, the Banking Mechanism, Central Bank, Bank of England, Commercial Banks, Finance Houses, Discount Houses, Hire Purchase , Life Insurance, Provident Fund, Pension Fund, Capital Market.

Market : Local, National and International Trade, Tariffs and Quotas.

International Trade : The Theory of International Trade, Gold Standard and subsequent Systems, the Sterling Area, the Hard Currency Area, the International Monetary Fund, the International Bank of Reconstruction and Development (World Bank) and the International Finance Corporation, International Development Association, the Asian Development Bank, the General Agreement on Trade and Tariff (GATT) the European Economic Community, Bilateral Trade, Supplier Credit, the Aid Club Consortium.

National Income and Government Intervention : National Income Measurement and Statistical Data, the Role of Government, Economic Growth of the Country, Savings and Investment, Changes in the level of Business Activity, Unemployment, Balance of Payment and the Stability of the Rupee, Effects of Inflation and Deflation, Credit Creation and Control by Central Bank, Impact of Foreign Trade and International Competition, Trade Payments and Agreements, Swing Credits, Tariff, Quotas, Import Control, Exchange Control and other Government Measures to Regulate the Economy.

The Theory of Taxation and Fiscal Policy : Direct Taxes, Indirect Taxes, Non-tax Revenue, Subsidies, Provision of Economic Incentives through the Tax Structure, Cost of Tax Administration.

Source of Financing the Government Budget : Taxes and Non-tax Revenue, Rupee Loans, Foreign Loans, Grants under the Colombo Plan and the United Nations Agencies, the other Service of Aid.

- (VI) General Commercial Knowledge and Commercial Arithmetic : A question paper of 3 hours duration. (All questions should be answered).

Business Organization and Management : Sole Trader, Partnerships, Joint Stocks, Trading Companies, Private and Public Holding Companies, Public Corporations, Co-operative Societies, Local Authorities.

Negotiable Instruments : Sources of Finance, Permanent Capital, Working Capital, Short Terms and Long Terms Borrowing, Financial Institutions and their graphical functions.

Foreign Trade, Commodity Markets :

Principles of Insurance including Business Insurance, Stocks and Shares, Simple and Compound Interest, Averages and Means, Equations – Linear and Quadratic Equations and their graphical presentation.

- (VII) Government Financial Regulations and Financial Procedure – A question paper of 3 hours duration (All questions should be answered).

General knowledge of the Financial Regulations of the Government and the Financial Procedure as they relate to the Revenue and Expenditure, Annual Budget Estimates and Supplementary Estimates, Loan Funds, Public Debt, Establishment, Stores and Tenders, Imprests and Advances, Financial Sanctions, Islands Accounts, Functional and Economic Classifications, Programme Budgets, Performance Budgets and the functions of the Minister of Finance, the Treasury, the Ministry of Planning, the Secretaries to Ministries, the Estimates Committees, the Auditor General and the Committee on Public Accounts.

08. *Interview.*— Out of the candidates who have obtained the highest total marks with a minimum of not less than 40 percent of the marks in each paper and a minimum of not less than 45 percent of the aggregate marks of the written examination (a number equivalent to the number of vacancies) only will be eligible to be called for to be interviewed by a Board of Interview approved by the Public Service Commission. The interview will be confined to scrutinizing the certificates and the physical fitness for the post. Marks will not be awarded at the Interview.

09. *Conditions of Examination :*

- (I) *Examination Fees.*— The fee for this Examination is Rs.500. This fee should be paid at any of the Divisional Secretariats or the District Secretariats in the Island before the closing date for applications with instructions for crediting to the Revenue Code 2003-02-13 of the Commissioner General of Examinations. One edge of the receipt in the name of the candidate obtained from the Divisional Secretariat or the District Secretariat should be affixed to the relevant cage in one's application

form. The fee paid for this examination will not be refunded fully or partly for any reason whatsoever. Keeping a photocopy of the receipt in support of payment of money will be useful.

(II) Submitting Applications :

- (a) The application should be prepared in accordance with the specimen form annexed to this Notification should be sent by registered post to reach the "Commissioner General of Examinations, Organization and Foreign Examinations Branch, Department of Examinations, Post Office Box 1503, Colombo" on or before 29 August 2014. Any applications received after the above date will be rejected.
- (b) Applicants who are already in Public Service/ Provincial Public Service/ Public Corporation Services should forward their applications through their Heads of Department/ Heads of Institutions.
- (c) The words "Open Competitive Examination, Superintendents of Audit- 2014" should be clearly written on the top left hand corner of the envelope containing the application.
- (d) The application should be filled in the language in which the candidate is eligible to sit the examination.
- (e) The application form should be prepared with Heads 01 to 06 in the first page, Heads 07 to 09 in the second page and the balance in the pages 3 and 4, and the information relating to that should be filled in clearly in one's handwriting. The applications which do not conform to the specimen and the applications with the incomplete information will be rejected without giving notice. Keeping a photocopy of the application will be useful. Conformity of the completed application with the specimen application form in the Examination Notification should be examined. Otherwise the application will be rejected.
- (f) In the preparation of the application, the name of the examination appearing in the heading, in the case of applications in Sinhala, should be written in English in addition to Sinhala and in the case of applications in Tamil should be written in English in addition to Tamil.
- (g) The signature of the candidate should be attested by an authorized person. The candidates who are already in Public Service/ Provincial Public Services should get their signatures attested by their Heads of Departments or by an officer authorized to do so on his behalf. The other candidates should get their signatures attested by any one of the following, i.e., a Justice of the Peace, a Commissioner of Oaths, an

Attorney at Law, a Notary Public, a Principal of a Government School or a Director Managed School, a Public Officer drawing an annual consolidated salary of Rs.240,360 or over, a Chief Incumbent or a High Priest of a Buddhist Temple or a member of the Clergy of any other religion or in charge of a place of Worship or holding a position of importance in such place of Worship, a Commissioned Officer in the Three Armed Forces and an Officer holding a *Gazetted* Post in the Police Service.

10. *Admission to the Examination :*

- (a) The Commissioner General of Examinations will issue an Admission to every candidate who has sent the application as specified. Immediately after the issue of Admission Cards to the candidates, the Department of Examinations will publish a newspaper notice to that effect. If the Admission Card is not received 2 or 3 days after the publication of the newspaper notice, it should be brought to the notice of the Department of Examinations as specified in such notice. In such instance you are informed to make enquiries from the Department of Examinations by giving your full name, address, the National Identity Card Number and the name of the examination. If you are a candidate from an area outside Colombo, it is appropriate to fax a letter to the fax number given in the notice giving your fax number for sending the Admission Card to you by fax. It is useful to keep ready the copy of the application, the copy of the receipt for the examination fee and the registration slip received for the posting of the application to be produced if required in making such enquiries. The candidates presenting themselves for the examination should produce the Admission Cards with the attested signatures to the Supervisor of the Examination Centre. Any candidate who fails to produce his/her Admission Card will not be permitted to sit the examination.
- (b) The attention of the candidates is drawn to the set of rules to be followed by all the candidates published in paragraph (II A) of Part I of the Ordinary *Gazette*.
- (c) The examination will be held in Sinhala/ Tamil/ English mediums and any change of the medium applied for will not be permitted.
- (d) The following documents only will be accepted for proving the identity of candidates to the Supervisor of the Examination Hall in the examinations held by the Department of Examinations.
- (i) The National Identity Card issued by the Department of Registration of Persons.
- (ii) Valid Passport.

(e) The issue of an Admission Card for the examination to a candidate does not indicate a recognition that he or she has fulfilled the qualifications to sit the examination.

(f) All candidates are bound to abide by the rules laid down by the Commissioner General of Examinations for holding examinations. In case of violation of those rules, he or she is liable to punishment meted out by the Commissioner General of Examinations.

(g) A Results Sheet consisting of a number of candidates equal to the number of existing vacancies prepared according to merit of total marks out of the candidates who have qualified in accordance with paragraph 08 above will be given to the Secretary to the Public Service Commission.

Informing the results of the examination personally to all candidates who sat the examination or the publication in the Website www.results.exams.gov.lk will be done by the Department of Examinations.

11. The Procedural Rules of the Public Service Commission, the Circulars relating to the Public Service issued from time to time and the Minute on Sri Lanka Audit Service and the conditions in the amendments made thereto are applicable to this post.

12. If a candidate is found to be ineligible, his/her candidature is liable to be cancelled at any stage prior to, during or after the examination. If any of the particulars furnished by a candidate is found to be false within his knowledge or if he/she has willfully suppressed a material fact, he/she will be liable to dismissal from the Public Service.

13. The right either for filling/ not filling a part or all vacancies rests with the Public Service Commission.

14. In the event of any nonconformity or inconsistency among the Notifications in the Sinhala, Tamil and English mediums, action will be taken by treating the Notification in the Sinhala medium is correct.

By Order of the Public Service Commission.

H. A. S. SAMARAWEEERA,
Auditor General.

Auditor General's Department,
No.306/72, Polduwa Road,
Battaramulla.
01st August, 2014.

(For office use only)

06.3 Age on 12th September, 2014 :

Years : Months : Days :

SPECIMEN APPLICATION FORM

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT OF
SUPERINTENDENTS OF AUDIT CLASS II GRADE II
OF THE SRI LANKA AUDIT SERVICE – 2014

The Medium of Language for sitting the Examination according to Paragraph 06 of the *Gazette* Notification (Subsequent requests for change of the medium will not be entertained.)

(Sinala-2, Tamil -3, English – 4)

(Write the relevant number in the Cage)

Please state the paragraph of the *Gazette* Notification under which you apply.

If under Paragraphs 02(b)(1) to(8) write 1 and if under Paragraphs 02(b)(9) to (12) write 2 in the cage.

01. Name :

1.1 Last Name with Initials (in English Block Capitals) :

Eg. : GUNAWARDHANA, M.G.B.S.K

1.2 Name in Full : (in English Block Capitals) : _____.

1.3 Name in Full : (in Sinhala/ Tamil) : _____.

02. Permanent Address : (in English Block Capitals) : _____.

2.1 Permanent Address : (in Sinhala/ Tamil) : _____.

2.2 Telephone Number : _____.

2.3 Official Address : (in English Block Capitals) (Admission Card will be sent to this Address) : _____.

2.4 Official Address : (in Sinhala/ Tamil) : _____.
(Officers in the Public Service/ Provincial Public Service/ Public Corporations should write his/ her Official Address)

03. Sex : (Female – 1, Male -0)

(Write the relevant number in the cage)

04. National Identity Card Number :

05. Race :

(Sinhala -1, Tamil – 2, Indian Tamil – 3, Muslim – 4, Others – 5) (Write the relevant number in the cage)

06. 06.1 Marital Status : (Married – 2, Single – 1)

(Write the relevant number in the Cage)

06.2 Date of Birth :

Year : Month : Date :

07. The candidates who sit this examination under paragraphs 02(b)(1) to (8) of the *Gazette* Notification should give the following details.

State the qualifications obtained by you to be eligible to sit the examination.

1	2	3
Qualifications obtained	Dates of obtaining such Qualifications	Institution from which the Qualification was obtained

08. The candidates who sit this examination under paragraphs 02(b)(9) to (12) of the *Gazette* Notification should give the following details.

- (i) The Service you belong to / Departmental Grade : _____.
- (ii) The date on which you were confirmed in the service/ Departmental Grade : _____.
Year : _____, Month : _____, Date : _____.
- (iii) The total permanent and continuous service as at 12 September 2014 :
Years : Months :
Days :
- (iv) Present Class / Grade : _____.
- (v) If you are a Graduate of a recognized University give the following particulars :
(a) Year of obtaining the Degree : _____.
(b) University : _____.
(c) Subjects :
.....
.....
.....
(d) Class : _____.
(e) Upper / Lower : _____.
(f) Date of Release of Results : _____.
- (vi) Date of passing the Intermediate Examination of the Higher National Diploma Course in Accounting of the Ministry of Higher Education : _____.

09. Affix the cash receipt :

- (i) Number : (ii) Place of Payment :
(iii) Date : (iv) Amount paid Rs.
(Keeping a photocopy of the cash receipt will be useful for subsequent follow up)

10. Certificate of the Candidate :

10.1 I declare that the information given in this form is true to the best of my knowledge and belief and that I have affixed the Receipt No. dated for the payment of the fee for this examination. I also agree to abide by the rules of the examination laid down by the Commissioner General of Examinations and any decision that may be taken to cancel my candidature prior to during or after the examination, if it is found that I am ineligible according to the conditions of the examination.

10.2 This part should be filled only by the candidates who possess qualifications under paragraph 02(b) (09) to (12) of the *Gazette* Notification.

I declare that during the preceding five years as at 12 September 2014, I have earned all the salary increments (excluding the salary increment conditional to passing Service or Departmental Examinations) and (excluding warning) that I have not been subjected to any form of disciplinary punishment.

_____,
Signature of Applicant.

Date :_____.

11. Attestation of Signature – Only for the candidates with qualifications under 02(b)(9) to (12)

Certificate of the Head of Department : (for the candidates of the Open Competitive Examination under paragraph 10.2 above who are already serving in the Public/ Provincial Public Service or Public Corporations)

I hereby certify that the candidate who is forwarding this application is serving in this office since and his/her work and conduct are continually satisfactory and all the particulars stated in paragraphs 08 and 10.2 above which I personally examined from the records available in this office and that they are correct and that he/she signed in my presence on 2014.

_____,
Signature of the Head of Department.

Date :_____.

Full Name of the Attester :_____.

Designation :_____.

Address :_____.

(Confirm by Rubber Stamp)

12. Attestation (Only for candidates who possess qualifications under 02(b)(01) to (08) :

I certify that the applicant who is forwarding this application is personally known me and that he/she placed his/ her signature in my presence.

_____,
Signature of the Attester and Seal.

Date :_____.

Full Name of Attester :_____.

Designation :_____.

Address :_____.

08-662/2

AUDITOR GENERAL'S DEPARTMENT

Limited Competitive Examination for Recruitment of Superintendents of Audit Class II Grade II of the Sri Lanka Audit Service – 2014

THE Limited Competitive Examination for recruitment of Superintendents of Audit Class II Grade II for the Officers of the Auditor General's Department will be held in Colombo in November 2014 by the Commissioner General of Examinations.

01. Out of the vacancies existing in Class II Grade II of the Sri Lanka Audit Service, 40 vacancies which is not more than 50 percent of the existing vacancies will be filled by the Public Service Commission on the results of a written examination and an interview held for the candidates who have completed the qualifications specified in paragraph 02 below.

02. *Qualifications.*– The following officers who possess 10 years continuous service in the Auditor General's Department as at 12 September 2014 only can sit this examination.

(a) Officers in Grade I and Grade II of the Audit Examiners' Service

or

(b) Officers in the Supra Grade, Grade I and Grade II of the Public Management Assistants' Service receiving a monthly consolidated salary of not less than Rs.15,610.

03. *Salary Scale.*– The monthly consolidated salary scale attached to this post is SL-1 Rs.22,935 -10x645 – 8x790 – 17x1,050 – 53,555. Salary will be paid in accordance with the Public Administration Circular 06/2006.

04. *Age Limit.*– The age limit is not applicable to the limited recruitment.

05. *Physical Fitness and Other Service Conditions :*

- (a) All candidates should have an excellent moral character and should be in sound health.
- (b) Should be willing to serve in any part of the Island.
- (c) The Officers recruited to this post should acquire proficiency in the second language on joining the service in accordance with the Public Administration Circular 01/2014.
- (d) This post is a permanent and pensionable post subject to an acting period of one year.

06. *Syllabus :*

- (I) *Accountancy* – A question paper of 3 hours duration on the following topics. All questions should be answered.

Accounting Theory, Manufacturing Accounts, Trading Accounts, Profit and Loss Accounts and Balance Sheet, Suspense Accounts and Rectification of Errors, Single Entry and Incomplete Records, Total Accounts (Control Accounts) Stock Valuation, Receipts and Payments Account, Income and Expenditure Accounts, Cash Basis and Accrual Basis, Capital and Revenue Expenses, Depreciation, Amortisation, Depletion, Partnership Accounts, Provisions and Reserves, Joint Ventures, Bills of Exchange, Limited Companies, Accounts of Public Corporations, Consignment Accounts, Goods on Sale or Return, Container Accounts, Branch Accounts, Departmental Accounts, Hire Purchase Accounts, Investment Accounts and Royalty Accounts.

- (II) *Auditing* - A question paper of 3 hours duration on the following topics. All questions should be answered.

General Theory and Principles of Auditing

Types of Audit : Internal and External, Statutory and Private, Balance Sheet Audit, Interim and Final Audit, State Audit and Audit of Private Enterprises

Role of the External Auditor and the Internal Auditor, their Relationship, Personal Qualities and Independence.

Internal Control and Check – Review, Recording, Preliminary Evaluation, Authentication and Final Evaluation, Analytical Audit, Organization Charts and Flow Charts and Auditing In-depth

Vouching: Classification of Capital and Recurrent Expenditure and Income and Expenditure, Sampling Methods and Techniques, Detection and Prevention of Fraud and Error.

Audit of Sales : Debtors and Receipts Procedure, Purchase on Credit and Payments Procedure, Payroll Procedure, Cost and Inventory Records, Books of Account and Interim and Final Audit

Verification of Assets and Liabilities : Ownership, Existence and Valuation of Fixed Assets, Investments, Stocks, Debtors, Cash, Liabilities and Contingent Liabilities.

Limited Companies : Statutory Books of Limited Companies, Powers and Duties of Directors, Divisible Profits.

Public Corporations - Appointment, Remuneration and Removal of Auditors, Action before Acceptance of a new Audit, Powers, Duties and Responsibility of Auditors.

Organization and Control of External and Internal Audits: Audit Programmes, Internal Control Questionnaires and Charts

Audit of Mechanised Systems.

Internal Audit, Efficiency Audit, Management Audit, Operational Audit, Systems Audit, Value for Money Audit Investigations

- (III) *Business Mathematics* - A question paper of 3 hours duration on the following topics. All questions should be answered

Series : Arithmetic, Geometric, Binomial and Exponential Series, Compound Interest and Discounting Formulas and their derivation.

Equations : Linear and Quadratic Equations and their Graphical Equivalents, Derivatives and their application to the solution of Maximum and Minimum Points

Data : Collection and Tabulation of Data, Approximation and Limits of Accuracy, Market Research and Collection of Data.

Presentation : Use of Statistics in the Presentation of Reports, Analysis of Statistical Information and its interpretation in non-technical Language, Graphs and Diagrams including Logarithmic Graphs.

100 Marks for each Question Paper.

07. *Interview*.– Out of the candidates who have obtained the highest total marks with a minimum of not less than 40 percent of the marks in each paper and a maximum of not less than 45 percent of the aggregate marks of the written examination (a number equivalent to the number of vacancies) only will be eligible to be called for to be interviewed by a Board of Interview approved by the Public Service Commission. The interview will be confined to the scrutiny of certificates and the physical fitness for the post.

08. *Conditions of Examination :*

(i) *Examination Fees :*

The fee for this examination is Rs.1,000. This fee should be paid at any of the Divisional Secretariats or the District Secretariats in the Island before the closing date for applications with instructions for crediting to the Revenue Code 2003-02-13 of the Commissioner General of Examinations. One edge of the receipt in the name of the candidate obtained from the Divisional Secretariat or the District Secretariat should be affixed to the relevant cage in one's application form. The fee paid for this examination will not be refunded fully or partly for any reason whatsoever. Keeping a photocopy of the receipt in support of payment of money will be useful.

(ii) *Submitting Applications :*

The applications prepared in accordance with the specimen form annexed to this Notification should be sent by registered post to reach the Auditor General on or before 12 September 2014 or should be handed over to the Postal Branch Counter at the Head Office before such date. Any applications received after the above date will be rejected. The application form should be prepared with Heads 01 to 05 in the first page and 06 and 09 in the second page and the balance in pages 03 and 04. The information relating to that should be filled clearly in one's handwriting. The applications which do not conform to the specimen and the applications with incomplete information will be rejected without giving notice. Keeping a photocopy of the application will be useful. Confirmation of the completed application with the specimen application in the Examination Notification should be examined. Otherwise the application will be rejected.

In the preparation of the application, the name of the examination appearing in the heading, in the case of applications in Sinhala, should be written in English in addition to Sinhala and the case of applications in Tamil, should be written in English in addition to Tamil.

09. *Admission to the Examination :*

- (a) The Commissioner General of Examinations will issue Admission Cards to all candidates, whose applications have been accepted. Immediately after the issue of the Admission Cards to the candidates, the Department of Examinations will publish a newspaper notice to that effect. If the Admission Card is not received 2 or 3 days after the publication of the newspaper notice, it should be brought to the notice of Department of Examinations as specified in such notice. In such instance you are informed to make enquiries from the Department of Examinations by giving your full name, address, the National Identity Card Number and the name of the examination. If you are a candidate from an area outside Colombo, it is appropriate to fax a letter to the fax number given in the notice, giving your fax number for sending

the Admission Card to you by fax. It is useful to keep ready the copy of the application, the copy of the receipt for the examination fee and the registration slip received for the posting of the application, to be produced if required in making such enquires. The candidates presenting themselves for the examination should produce the Admission Cards with the attested signature to the Supervisor of the Examination Centre. Any candidate who fails to produce his/her Admission Card will not be permitted to sit the examination.

- (b) The attention of the candidates is drawn to the set of rules to be followed by all the candidates published in paragraph (II A) of Part II of the Ordinary *Gazette*.
- (c) The examination will be held in Sinhala, Tamil and English mediums and any change of the medium applied for will not be permitted.
- (d) The following documents only will be accepted for proving the identity of the candidates to the Supervisor of the Examination Hall, in the examinations held by the Department of Examinations.
- (i) National Identity Card issued by the Department of Registration of Persons
- (ii) Valid Passport
- (e) The issue of an Admission Card for the examination to a candidate does not indicate that he or she has fulfilled the qualifications to sit the examination.
- (f) All candidates are bound to abide by the rules laid down by the Commissioner General of Examinations for holding examinations. In case of violation of those rules he or she is liable to punishment meted out by the Commissioner General of Examinations.
- (g) A Results Sheet consisting of a number of candidates equal to the number of existing vacancies out of the candidates who have qualified in the written examinations will be given to the Secretary to the Public Service Commission. Publication in the Website www.results.exams.gov.lk will be done by the Department of Examinations.

10. The Procedural Rules of the Public Service Commission, the Circulars relating to the Public Service issued from time to time and the Minute on Sri Lanka Audit Service and the conditions in the amendments made thereto are applicable to this post.

11. If a candidate is found to be ineligible, his / her candidature is liable to be cancelled at any stage prior to, during or after the examination. If any of the particulars furnished by a candidate is found to be false within his knowledge or if he / she has willfully suppressed a material fact, he/she will be liable to dismissal from the Public Service.

12. The right either for filling / not filling a part or all the vacancies rests with the Public Service Commission.

By order of the Public Service Commission,

H.A.S. SAMARAWERA,
Auditor General.

Auditor General's Department,
No.306/72, Polduwa Road,
Battaramulla,
01st August, 2014.

SPECIMEN FORM OF APPLICATION

LIMITED COMPETITIVE EXAMINATION FOR RECRUITMENT OF
SUPERINTENDENTS OF AUDIT CLASS II GRADE II OF THE SRI LANKA
AUDIT SERVICE – 2014

--

(For office use only)

The Medium of Language in which
You are sitting the Examination

Sinhala - 2
Tamil - 3
English - 4

--

(Write the relevant number in the cage)

01. (i) Name with Initials : _____.

(in English Block Capitals)

E.g. GUNAWARDHANA, M.G.B.S.K.

(ii) Names denoted by Initials : _____.

(in English Block Capitals)

02. (i) Present Branch and Address : _____.

(Any change in the Address should be notified immediately)

(ii) Telephone Number :

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

03. Sex :

(Female – 1, Male -0)

(Write the relevant number in the cage)

--

04. National Identity Card Number :

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

05. (i) Your present Service and relevant Grade, Class and Segment : _____.

(ii) Give your Consolidated Monthly Salary as at 12 September 2014 : _____.

(iii) Date of your appointment to the Auditor General's Department and the continuous period of service completed in this Department as at 12 September 2014 : _____.

(iv) Give the Medium of Language in which you passed the qualifying examination for entry to the Audit Examiners' Service / Public Management Assistants' Service : _____

06. Certificate of the Candidate :

I declare that the information given in this application is true to the best of my knowledge and belief. I also agree to abide by the rules of the examination laid down by the Commissioner General of Examinations and any decision that may be taken to cancel my candidature prior to, during or after the examination, if it is found that I am ineligible according to the conditions of the examination.

_____,
Signature of Candidate.

Date : _____.

07. Affix the receipt for the payment of money (Retain a photocopy of the receipts with you) :

(i) Number : _____.

(ii) Date : _____.

(iii) Place of Payment : _____.

(iv) Amount Paid : Rs. : _____.

08. Certificate of the Supervisory Officer :

I hereby certify that Mr./Mrs./Miss. forwarding this application placed the signature on the application in my presence.

_____,
Signature of the Supervisory Officer.

Name : _____.

Designation : _____.

Date : _____.

09. Certificate of the Head of Department :

I hereby certify that the information given by Mr./Mrs./Miss..... forwarding this application, in cages 04 (i), (ii), (iii) and (iv) of the application is correct according to the records available in the Department and that he / she is eligible to sit this examination in accordance with the rules specified in the *Gazette* Notification.

_____,
For Auditor General.

Date : _____.

Any changes to the Medium of Language indicated for sitting the examination will not be permitted after the expiry of the last date for receiving applications.

FIRST EFFICIENCY BAR EXAMINATION FOR OFFICERS IN SRI LANKA ADMINISTRATIVE SERVICE, SRI LANKA ENGINEERING SERVICE, SRI LANKA SCIENTIFIC SERVICE AND SRI LANKA ARCHITECTURAL SERVICE SECOND EFFICIENCY BAR EXAMINATION FOR OFFICERS IN SRI LANKA ADMINISTRATIVE SERVICE AND THE SECOND LANGUAGE TEST FOR OFFICERS IN ALL THE SERVICE - 2014 (I)

IT is hereby notified that First Efficiency Bar Examination for the officers in Sri Lanka Administrative Service, Sri Lanka Engineering Service, Sri Lanka Scientific Service and Sri Lanka Architectural Service and the Second Language test for the officers in all the Service 2014(I), will be held in Colombo during weekends from 06th September 2014 to 14th September 2014, by the Director General, Sri Lanka Institute of Development Administration, under the supervision and direction of Ministry of Public Administration and Home Affairs and the Second Efficiency Bar Examination for the officers in Sri Lanka Administrative Service will be held in the month October 2014 (Examination date shall be informed latter).

02. Efficiency Bar Examinations and Second Language Proficiency Tests which are due to be held in respect of the above services will be as follows:

Serial No.	Name of the Examination	Code
1.	1 st Efficiency Bar Examination and Second Language Proficiency Test for officers in Sri Lanka Administrative Service	SLAS1
2.	1 st Efficiency Bar Examination and Second Language Proficiency Test for officers in Sri Lanka Engineering Service	SLES
3.	1st Efficiency Bar Examination and Second Language Proficiency Test for officers in Sri Lanka Scientific Service	SLSS
4.	1 st Efficiency Bar Examination and Second Language Proficiency Test for officers in Sri Lanka Architectural Service	SLArS
5.	2nd Efficiency Bar Examination for officers in Sri Lanka Administrative Service	SLAS2

03. Officers may appear separately for each subject and at different occasions at their discretion. However, it is compulsory to pass the Efficiency Bar Examinations within the prescribed period.

04. This examination will be conducted by the Director General of Sri Lanka Institute of Development Administration and the candidates will be bound by the rules and regulations imposed by him with regard to the same. Candidates will be subjected to any punishment imposed by Disciplinary Authority for violation of these rules and regulations.

05. Applications for the examination can strictly be made online through www.slida.lk, the official web site of the Sri Lanka Institute of Development Administration. It is possible to commence the filling of application by selecting the relevant examination from the sub menu “apply online” at the right side of websites main page. Filling of applications is strictly allowed during the period from 8.00 a.m. on 15.08.2014 up to 12.00 midnight on 29.08.2014.

06. *Examination Fees* .– The candidates appearing for the examination for the first time need not to pay the examination fees. Although a candidate applied for the examination and did not sit, that also will be considered as one sitting. For subsequent sittings, officers should pay the examination fee in the following manner.

Officers in Sri Lanka Administrative Service should pay the examination fee considering that the First Efficiency Bar Examination and Second Language Proficiency Test as one Examination and Second Efficiency Bar Examination as another examination. Accordingly, Rs. 1000 should be paid if it is applied for more than one subject of the First Efficiency Bar Examination and Second Language Proficiency Test. Rs. 1000 should be paid if it is applied for more than one subject of the Second Efficiency Bar Examination. Rs. 500 should be paid if it is applied only for one subject of the First Efficiency Bar Examination and Rs. 500 should be paid if it is applied only for one subject of the Second Efficiency Bar Examination.

The Officers in Sri Lanka Engineering Service, Sri Lanka Scientific Service and Architectural Service should pay Rs. 1000, if they are applying for more than one subject of the First Efficiency Bar Examination and. Rs. 500 should be paid, if they are sitting for only one subject.

Examination fee should be paid by any post office all over the island (except sub post offices) to be credited to the SLIDA account and the number of the receipt issued should be indicated in the relevant cages of the application. When filling the application for

inland telegraphic money order form 85 for payment of money to SLIDA account, "SLIDA" should be mentioned as the recipient. In the meantime, the code name of the relevant examination should be indicated at the place for the recipient's address. (The code names should be as mentioned in section 02).

Further, when crediting money to the account, the application should be filled including the name of the applicant as the remitter and the N.I.C. Number of the applicant at the space for the address of the remitter.

07. *Getting Admission for First Efficiency Bar Examination for Sri Lanka Administrative Service, Sri Lanka Engineering Service, Sri Lanka Scientific Service and Sri Lanka Architectural Service and the Second Language test for all the Service.*— When the application filled online is submitted, the candidate will be issued a confirmation number and the candidate should keep it for further inquiries. Candidates will be able to get their admission card of the examination by way of following the instructions indicated in the web page to which the candidate will have the access once the application duly perfected is sent online. The candidate should get a printed copy of the admission card and get his signature certified by the respective Head of the Department or a deputy authorized by the Head for the purpose. The admission card certified in this manner should be submitted to the Supervisor of the examination. A copy of admission card certified as for that manner should be submitted to department head for the purpose of attaching to the personal file of the candidates.

08. *Getting Admissions for Second Efficiency Bar Examination for Sri Lanka Administrative Service.*— Admissions of Second Efficiency Bar will be sent by E-mail to the candidates and that will be informed to the candidates by short message service (SMS) to their mobiles are the candidates are emphasized to be careful to enter the accurate E-mail address and the Mobile Number in the relevant page of the application.

09. Any clarification regarding the process for submitting applications can be obtained through the Telephone Number 011 - 5980236 of Sri Lanka Institute of Development Administration. Communication can be made through this line from 8.30 a.m up to 4.30 p.m during working days of the week from 15.08.2014 up to 29.08.2014.

10. Head of Departments should grant duty leave for the officers who possess admissions enabling them to sit for the examination. If the Departments Heads need to get their candidature confirmed, it can be done through the Telephone Number 011-5980236. Candidates will not be paid traveling expenses for appearing for the examination.

11. *Identity of 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) The National Identity Card issued by the Department of Registration 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 Director General of Sri Lanka Institute of Development Administration.

12. The examination will be held in Sinhala, Tamil and English media. If it is found that a candidate has appeared for the examination in a language medium that he/she is not entitled to, the candidature of such applicant will be cancelled.

13. *Scheme of Examination.*— Subjects and the syllabus of each Efficiency Bar Examination are as follows.

- 13.1 1st Efficiency Bar Examination and Second Language Proficiency Test for officers in Sri Lanka Administrative Service (Appendix "C" of Sri Lanka Administrative Service Minute published in the *Gazette* No: 1419/03 dated 14.11.2005)
The subjects of the examination are given below :

Serial Number	Subjects	Duration	Subject Number
01	Constitutional Law and Administrative Law	03 hours	01
02	The Legal Systems of Sri Lanka	03 hours	02
03	Criminal Law & Evidence Law	03 hours	03
04	Administration	03 hours	04
05	Economics	03 hours	05
06	Sociology	03 hours	06
07	English	03 hours	07

13.1.1 Constitutional Law and Administrative Law (Subject No. 01) A question paper based on the following:

- (i) The structure of the Constitution of Sri Lanka with historical development and the Second Republic Constitution.
- (ii) The Executive, President of the Republic, Cabinet of Ministers and the Prime Minister, Central Government Departments and the Public Service.
- (iii) Administration of Justice.
- (iv) Judicial control over Administration.
- (v) Directive Principles of the State Policy and Fundamental Duties.
- (vi) Delegated Legislation.
- (vii) Liability of the State and the Public Authorities.
- (viii) Fundamental Rights.

13.1.2. The Legal Systems in Sri Lanka (Subject No. 02) A question paper based on the following:

- (i) The Legal History of Sri Lanka
- (ii) The Organization of the Courts
- (iii) The Courts Ordinance (Chapter 6)
- (iv) The Act of No. 44 of 1971 Administration of Justice

13.1.3. Criminal Law and Evidence Law (Subject No. 03) A question paper based on the following:

- (i) The Penal Code
- (ii) The Evidence Ordinance.

Note: A candidate will be required to obtain 35% of marks for each of the subjects mentioned under 13.1.1., 13.1.2. and 13.1.3. above and an average of 40% of the total marks allocated for the 03 subjects.

13.1.4. Administration (Subject No. 04)

A question paper based on the following:

- (i) Office and Field Organization and Methods;
- (ii) Procedural rules published by the Public Service Commission, in the *Gazette Extra-ordinary* of the Government No. 1589/30 dated 20.02.2009 and following chapters of the Establishment Code (Chapters VI, VII, IX, XI, XXIII, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XLVII and XLVIII).

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

13.1.5. Economics (Subject No. 05)/ Sociology (Subject No. 06)

Candidates are required to sit only for one subject out of Economic & Sociology.

13.1.5.1. Economics (Subject No. 05) A paper based on the following:

- (i) Principles of Economics with special reference to the theories of Value, Production and Distribution;
- (ii) Money, Financial Activity and Theory of Money;
- (iii) The Economic Structure of Sri Lanka.

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

13.1.5.2. Sociology (Subject No. 06)

A question paper based on the following (with Special reference to Sri Lanka.)

- (i) Social Structure, Organization and Functions;
- (ii) Human Relationships and Groupings;
- (iii) Kinship, Marriage and the Family;
- (iv) Rural and Urban Society;
- (v) Social Stratification and Differentiations;
- (vi) Social Control;
- (vii) Culture, Religion, Morals and Values.

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

13.1.6. English (Subject No. 07)

The syllabus for this subject will be as follows.

(i) *LISTENING AND SPEAKING SKILLS*

The candidate should possess the ability to function effectively in the following Language functions.

- General Greetings and Introductions
- Giving and Getting information
- Advising, Suggesting and Expressing Opinions
- Describing Events and Situations
- Telephone skills
- Interviewing skills
- Meeting
- Listening and Note Taking skills

(ii) *ENGLISH GRAMMER*

A suitable level of proficiency on the following forms of grammar in the Spoken and the Written language is expected from the candidate.

- Tense and Number
- Sentences (Simple/Compound/Complex/Compound Complex)
- Relative Clauses
- Reported Speech
- Adjectives and Adverbs
- Determiners
- Prepositions

(iii) *WRITING SKILLS*

The knowledge on the modern formats and styles of writing is tested in this area of study

- Internal modes of Communication
- Formal correspondence skills
- Writing Descriptions/Explanations
- Summary writing skills
- Report Writing skills
- Meeting Minutes/ Agendas/Invitations
- Comprehension

(iv) *READING SKILLS*

Candidate's ability to comprehend a printed text, infer meaning and verbal/ written interpretation is expected.

- Reading and understanding the specific and general meaning of a printed text;
- Reading and Interpretation (verbal/written).
- Understanding the cohesion and coherence of a passage.

Note. – A candidate will be required to obtain at least 40% of marks for this subject.

- 13.2 The Second Efficiency Bar Examination for officers of Sri Lanka Administrative Service (Appendix "D" of Sri Lanka Administrative Service minute published in *Gazette* No: 1419/03 dated 14.11.2005)
This Examination will consist of the following subjects :

<i>Serial No.</i>	<i>Subjects</i>	<i>Duration</i>	<i>Subject No.</i>
01	Economics and Social Policy (with special reference to Sri Lanka)	03 hours	08
02	The Process of Development Administration (with special reference to Sri Lanka);	03 hours	09
03	Management and Organization.	03 hours	10
04	Public Sector Financial Management	03 hours	11

13.2.1 Economics and Social Policy (with special reference to Sri Lanka) : (Subject No. 08)

A paper based on the factors which influence the formulation of economic and social policy in Sri Lanka. The application of the principles of Economics and Sociology in recent economical, social and political history of Sri Lanka.

Note: A Candidate will be required to obtain a at least of 40% of marks for this subject.

13.2.2 The Process of Development Administration (with special reference to Sri Lanka): (Subject No. 09)

A paper based on the Institution of Development Administration, their working and their inter-relationships with special reference to:-

- (i) The Machinery of Government in Sri Lanka;
- (ii) The constitutional background of the machinery of Government in Sri Lanka;
- (iii) Provincial Councils and Local Government;
- (iv) People's Organizations;
- (v) Public Corporations.

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

13.2.3 Management and Organization : (Subject No. 10)

A paper based on the following

- (i) The principles of management and organization;
- (ii) The application of these principles to problems and issues in the public sector.
- (iii) Modern tools and techniques of management.

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

13.2.4 Public Sector Financial Management : (Subject No. 11) :

A question paper based on the following :-

- (i) Fiscal Governance in Sri Lanka;
Constitutional Provisions Relating to Public Financial Management
Parliamentary Control over Public Finance
Meaning of Fund
Consolidated Fund and its operation
Meaning and Methods of Appropriation
Contingencies Fund
Other Funds and their Operation
Government Revenue
Powers and Functions of the Minister of Finance
Powers and Functions of the Treasury
Warrants and Imprest Authority
Auditor General, his Powers and Functions
Committee on Public Expenditure
Committee on Public Enterprises
- (ii) Appointment of Accounting Officer, Chief Accounting Officers and Revenue Accounting Officers and their Powers and Function
- (iii) Internal Audit
- (iv) Public Expenditure Planning and Management;
Identification of Organizational Objectives and Functions
Identification of Government Policies, Goals Targets and the Work Development Programmes
Planning and Appraisal of Development Projects and Programmes and Prioritization of them
Formulation and Finalization of Annual Estimates of Revenue and Expenditure
- (v) Variations of Approved Estimates of Expenditure Application of Virement Procedure
Management of Public Sector Cadres and Salaries
Total Cost Estimates and Revisions
Supplementary Estimates
- (vi) Losses and Waivers of Govt. Properties
- (vii) Miscellaneous Accounting Matters
- (viii) Delegation of Functions for Financial Control
- (ix) Custody of Public Money and Bank Accounts Procedure
- (x) Govt. Procurement Procedure,
Procurement of Goods, Services and Works
Composition, Appointment, Power and Functions of Tender Boards and Technical Evaluation Committees
Tender Evaluation Procedure .
Management of Donor Funded Projects.

Note.— A candidate will be required to obtain at least 40% of marks for this subject.

- 13.3. First Efficiency Bar Examination for officers in Sri Lanka Engineering Service (See the Appendix "iii" of Sri Lanka Engineering Service Minute, Published in the Extraordinary *Gazette* dated 11th November, 2013)
First Efficiency Bar examination for the officers in Sri Lanka Scientific Service (See the Appendix "a" of Sri Lanka Scientific Service Minute, Published in the Extraordinary *Gazette* dated 07th June, 1988)
First Efficiency Bar Examination for the officers in Sri Lanka Architectural Service (See the Appendix "a" of Sri Lanka Architectural Service Minute, Published in the Extraordinary *Gazette* dated 31st August, 1995)

Subjects of these examinations are as follows :

<i>Subject</i>	<i>Duration</i>	<i>Subject Number</i>
Financial Systems	03 hours	12
Administration	03 hours	04

13.3.1 Financial Systems : (Subject No. 12)

A question paper consisting of questions based on following facts.

- (i) Financial Regulations of Government of Sri Lanka - Volume I (Except Chapter X)
- (ii) Estimates of the current year. *Eg.* Preparations of estimates, votes, financial systems and appropriation acts.

Note.— Candidates are required to secure at least 40% of marks for this subject.

13.3.2 Administration : (Subject No. 04)

A question paper consisting of questions base on following facts.

- (i) Office and field organization and methods ;
- (ii) Procedural rules published by the Public Service Commission, in the *Gazette Extraordinary* of the Government No. 1589/30 dated 20.02.2009 and following chapters of the Establishment Code (Chapters VI, VII, IX, XI, XXIII, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XLVII and XLVIII).

Note.— Candidates are required to secure at least 40% of marks for this subject.

13.4 Second Language Test for the all services :

This examination consists of two parts as written test and oral test. Only the candidates who pass the written test shall be called for the oral test corresponding to the relevant subject. A candidate will be required to obtain at least 40% marks to pass the written examination. The subjects of the written test are as follows.

<i>Subject</i>	<i>Duration</i>	<i>Subject Number</i>
Second Language Test - Sinhala	02 hours	13
Second Language Test - Tamil	02 hours	14
Second Language Test - English	02 hours	15

Note:— The second language in respect of an officer who becomes eligible to be appointed in Sinhala medium shall be Tamil Language. The second language in respect of an officer who becomes eligible to be appointed in Tamil Medium shall be Sinhala Language. In the meantime, an officer who becomes eligible to be appointed in English Language is required to pass Sinhala & Tamil Language Tests.

14. The timetable of the examination is as follows :

<i>Serial No</i>	<i>Name of the Examination</i>	<i>Subject</i>	<i>Subject No.</i>	<i>Date</i>	<i>Time</i>
01	1 st Efficiency Bar Examination for Officers in Sri Lanka Administrative Service	Constitutional Law and Administrative Law	01	06.09.2014	9.00 -12.00
		Legal Systems of Sri Lanka	02	06.09.2014	13.00 -16.00
		Criminal Law and Evidence	03	07.09.2014	9.00 -12.00
		Law			
		Administration	04	07.09.2014	13.00- 16.00
		Economics	05	13.09.2014	9.00 -12.00
		Sociology	06	13.09.2014	9.00 -12.00
		English	07	13.09.2014	13.00- 16.00

Serial No	Name of the Examination	Subject	Subject No.	Date	Time
02	1 st Efficiency Bar Examination for Officers in Sri Lanka Engineering Service	Financial Systems	12	07.09.2014	9.00 -12.00
		Administration	04	07.09.2014	13.00- 16.00
03	1 st Efficiency Bar Examination for Officers in Sri Lanka Scientific Service	Financial Systems	12	07.09.2014	9.00 -12.00
		Administration	04	07.09.2014	13.00- 16.00
04	1 st Efficiency Bar Examination for Officers in Sri Lanka Architectural Service	Financial Systems	12	07.09.2014	9.00 -12.00
		Administration	04	07.09.2014	13.00- 16.00
05	2 nd Efficiency Bar Examination for Officers in Sri Lanka Administration Service	Economic & Social Policy	08	will be informed later	
		The Process of Development Administration	09		
		Management and Organization	10		
		Public Sector Financial Management	11		
06	Second Language Test	Second Language Proficiency Test - Sinhala	13	14.09.2014	09.00-11.00
		Second Language Proficiency Test - Tamil	14	14.09.2014	11.30-13.30
		Second Language Proficiency Test - English	15	14.09.2014	14.00-16.00

15. 15.1 Exemptions from the requirement of passing the subjects of the Efficiency Bar Examinations will be made in the following manner.

Examination	Subject	Qualifications required to be exempted
1 st Efficiency Bar Examination and Second Language Test for Officers in Sri Lanka Administrative Service	Constitutional Law and Administrative Law	Should be a Barister, Advocate in a Supreme Court, Graduate in Law from a university
	Legal Systems of Sri Lanka	
	Criminal Law and evidence Law	
	Economics/Sociology	Should be a holder of a Degree in Economics or Sociology
	Second Language Test - Sinhala Second Language Test - Tamil	(i) Should have passed the first language or second language at G.C.E. (O/L). (ii) Should have successfully completed a basic or higher language course of the Department of Official Languages. (iii) Should have successfully completed a language course of Department of Official Languages at preliminary or higher level. (iv) Should have passed the optional Sinhala or Tamil subject at G.C.E. (O/L)
	Second Language Test - English	Should have obtained an ordinary pass or above for English language at G. C. E. (O/L)

Note: Officers who have been recruited on or after 02.01.2012 are not required to sit for the Second Language Proficiency Test mentioned in this Examination Notification in order to acquire proficiency in other official language according to the provisions of their letters of appointment, but they should acquire the proficiency in other official language as per the provisions of Public Administration Circular No. 01/2014.

15.2 As per the order granted by Public Service Commission, Officers who have been recruited to the Sri Lanka Administrative Service between 1st July 2012 and 1st January 2015 will be released from the subjects mentioned in the Sri Lanka Administrative Service Minute which published in the *Extraordinary Gazette* Number 1,842/2 and dated 23rd December 2013, based on the passing of subjects of Efficiency Bar Examination mentioned in this *Gazette* notification as follows :

The subject appear in this <i>Gazette</i> notification	The subject appear in the Service Minute dated 23.12.2013
Economics (First (I) E. B. Examination)	Economics and Sociology (First (I) EB Examination)
Sociology (First (I) EB Examination)	Economics and Sociology (First (I) EB Examination)
Public Sector Financial Management (Second (II) EB Examination)	Public Sector Financial Management and Procurement (First (I) EB Examination)
English (First (I) EB Examination)	Link Language Proficiency (Second (II) EB Examination)

16. *Issuance of results:* The results of all the candidates who have applied/ sat for this examination shall be published in the web site of the Ministry of Public Administration and Home Affairs. Publishing of the results in the Ministry website shall be considered as an issuance of results to the candidates, according to the Circular Number SP/SB/1/13 and dated 13th October 2009 of Secretary to the President on the Electronic Communication. Accordingly, Department Heads shall include the relevant copies of the results sheets of the examination to the personal files of the officers. It is not allowed to re-scrutinizing the results of the examination.

17. In the event of any inconsistency between the Sinhala, Tamil and English text of this Examination Notification, the Sinhala text shall prevail.

18. Any matter not referred to herein will be decided by Secretary to the Ministry of Public Administration and Home Affairs.

P. B. ABEYKOON,
Secretary,
Ministry of Public Administration and Home Affairs.

Ministry of Public Administration and Home Affairs,
Independence Square,
Colombo 07,
01st of August, 2014.

08-661

DEPARTMENT OF EXAMINATIONS – SRI LANKA

Final Certificate Examination for Ahadhiya/Al-Qur'an Schools on Islamic Studies – 2014 (Equivalent to Daham Pasal Final Certificate Examination)

RULES and Regulations.— The above examination will be conducted by the Commissioner General of Examinations during November, 2014. Subjects and the syllabus for the examination are given in Annexure I.

2. *Centres for Examination.*— Examination Centres will be set up in towns indicated in Annexure II of this notification. Centres in any town will be cancelled if sufficient number of candidates has not requested that town. In case of such cancellation of any town the candidates will be transferred to centres set up in the nearest town.

3. *Language Medium.*— This examination will be conducted in Tamil, Sinhala and English medium. However, a candidate should appear for all the subjects in one and the same medium.

4. *Eligibility.*— Every applicant should have fulfilled at least one of the following requirements :—

- 4.1 Should be a student in Grade 10 or Grade 11 in an Ahadhiya School registered with the Department of Muslim Religious and Cultural Affairs ;
or
- 4.2 Should be a student who has completed the Senior Grade Al-Quaran Madrasa Syllabus approved by the Department of Muslim Religious and Cultural Affairs ;
or
- 4.3 Should be a student who has passed the subjects of Islam and Arabic in the G. C. E. (O/L) Examination conducted by the Department of Examinations, Sri Lanka.

Note :

- (i) Applications for this examination should be certified by the Principal of the Ahadhiya School or by the Principal of the Al-Qur'an Madrasa or by the Principal of School to the effect that the candidate has fulfilled the requirements mentioned under paragraph 4 above.

- (ii) An applicant can submit application for this examination only through the Principal of an Ahadhiya School or the Principal of a Senior Al-Qur'an Madrasa or School.

5. In the event of any registered Ahadhiya School, Senior Qur'an Madrasa or a School does not receive the application forms and instructions by post on time the Principal concerned should contact the –

Commissioner General of Examinations,
(Organization and Foreign Examinations Branch),
Department of Examinations,
P. O. Box 1503,
Colombo.

on or before 29th of August, 2014.

- 5.1 Applications should be prepared in duplicate. The original should be forwarded to the Department of Examinations while the duplicate should be kept filed in the relevant Institution.
- 5.2 The closing date of applications will be 15th of September, 2014.
- 5.3 Applications should be clearly and legibly filled in. Inaccurately or Illegibly filled applications and those that are received after the closing date will be rejected.
- 5.4 Duly perfected applications should be sent under registered cover to the –

Commissioner General of Examinations,
(Organization and Foreign Examinations Branch),
Department of Examinations,
P. O. Box 1503,
Colombo.

- 5.5 Applications will not be acknowledged.
- 5.6 The name of the Examination "Ahadiya/Al Quran Madrasa Final Certificate Exam – 2014" and the chosen town for the exam should be clearly written on the top left hand corner of the envelope enclosing the application.
- 5.7 No document should be annexed to the application. The Principals of the Institutions should certify to the effect that the applicant holds the stipulated qualifications.

6. Mode of Payment :

- 6.1 The examination fee for all four subjects is Rs. 150 and the fee for one repeat subject is Rs. 50. No examination fee will be charged from those who sit for this examination for the first time.

- 6.2 The amount which is equal to the total Examination fees, should be paid at any post office and the receipt obtained should be firmly attached to the application.

7. Admission Cards. – Commissioner General of Examinations shall issue the Admission Cards through the relevant Heads of the Institutions. They will handover admission cards to the candidates.

- 7.1 In the event a candidate fails to produce his/her Admission Card to the supervisor on the first instance of sitting the examination or attempting to sit the Examination at a Centre other than the one allocated to him/her by the Commissioner General of Examinations, his/her candidature can be cancelled.
- 7.2 The specimen signature of the candidate should be attested by the Head of the relevant institution or by an officer in permanent Government service drawing a salary not less than Rs. 240,360 p. a., or by an Islamic Priest of Mosque.
- 7.3 If Admission Card is not received by at least 7 days before the date of commencement of the examination the Head of the institution concerned should notify the Commissioner General of Examinations accordingly. In all such instances, information should be provided as indicated below :

- (a) Name of Examination,
(b) Name of Ahadhiya School/Madrasa/School, and the computer number provided to the school,
(c) Name of candidate in full and Address,
(d) The town which is applied for to the examination,
(e) Post Office from which the application was posted,
(f) Registration number and date.

8. Personnel Identification. – Every applicant should prove his/her identity to the satisfaction of the supervisor on all instances he/she appears for the examination by producing acceptable identity documents.

- 8.1 National Identity Card,
8.2 Valid Passport,
8.3 Postal Identity Card.

9. Issue of the Examination Results and Confirmation of the Result :

- 9.1 This examination consists of four papers. A candidate who passes in all four papers in one and the same sitting will be considered to have passed the Examination.
- 9.2 However, if a candidate gets passed in 3 subjects and fails to get through in the fourth subject in one and the same sitting he/she will be allowed referral.

Such a candidate should get through the referred subject within the subsequent two examinations in order to be considered to have passed in this certificate examination. (This will be effective from 2011 Examination).

Referred candidates should apply and sit only for the referred subject.

- 9.3 Each of the four question papers carries 100 marks and grades will be awarded as shown below :

Range of marks	Grade	Symbol
0 – 34	Fail	F
35- 54	Ordinary pass	S
55 – 69	Credit pass	C
70 – 100	Distinction pass	D

- 9.4 *Release of the Results.*— Details of examination results will be posted to the relevant Heads of Institutions.

10. *Certificates.*— Action will be taken to issue a certificate to every candidate passing the examination.

11. *Re-scrutiny of Answer - scripts.*— Opportunity will be provided for the re-scrutiny of answer-scripts if requested within 30 days from the date of issue of examination results. Such request should be made through the respective Heads of Institutions, using the specimen form issued by this Department for this purpose. A specified fee must be paid.

Such fee will be refunded only in instances where any alteration is made to the examination results. Applicants or their representatives will not be granted permission to examine the answer scripts for any reason what-so-ever.

12. All applicants are bound to act in accordance with the above conditions. Decision of the Commissioner General of Examinations on any matter that is not dealt with in this notification will be the final.

13. In the event of any inconsistency between the Sinhala, Tamil and English text of this examination notification the Sinhala text shall private.

W. M. N. J. PUSHPAKUMARA,
Commissioner General of Examinations.

Department of Examinations,
Pelawatta,
Battaramulla,
01st August, 2014.

ANNEXURE 1

Subjects and the prescribed Syllabus for the Examination :

There will be four question papers, of three hour duration each. Structure of the question papers and marks allocation for the questions will be according to the *gazette* notification published on *Gazette* No. 1,358 of 10th September, 2004.

FIRST PAPER

1. Aqeedha, Sharee'ah (Principles and Fundamentals in Islam) and Arabic Language.

1.1 Aqeedha - General understandings (Al Iahiyath, Annubuwwath, Arroohaniyyath and Assam'iyath)

1.2 Sections of Aqeedha

- * Aqeeda of Ahlussunnah Wal Jama'ath
- * Few other Aqeeda sections such as : Jabariya, Kadariyya, Murjiya, Mu'tazila and Shee'ah

1.3 Tawheedh and Shirk

- * Iman and Kufr
- * Riddath, Nifak
- * History of revelation and compilation of the Qur'an
- * Use of Al-Qur'an as a source of Law
- * Sunna and history of its collection
- * Utilization of Sunna as source of Law
- * History of Hadees and the contribution of Muhaddis
- * Details relating to Ijthihad
- * Ijma as a secondary source
- * Kiyas as a secondary source
- * History of Fikhu and its Imams.

1.4 Arabic Language :

- * Writing with proper shapes of Alphabets
- * Writing of small Sentences
- * Writing of Arabic words having relation to the subject of Islam
- * Writing of specific Qur'an suras, verses and Hathees.

SECOND PAPER

2. Al-Fiqhul Islami (Islamic Law)

2.1 Details Relating to Ibadath

- * Kinds of Ibathath
- * Taharath

2.2 Najees and its categories :

- * Methods of cleaning Najees
- * Water and its categories
- * Wulu, Thayammam and - Procedures existing relating to bathing

2.3 Zakath :

- * Significance
- * Rules and Regulations

-
- * Collection and distribution
 - * Minimizing poverty through Zakath and distribution of Wealth
 - 2.4 Assawm (Fasting) :
 - * Significance
 - * Rules and Regulations and Usefulness
 - 2.5 Hajj :
 - Significance
 - Rules and Regulations
 - Usefulness
 - 2.6 • Hajj - Method of Performance
 - Farlu, Wajibu, Sunnath
 - Hajj performed in addition to Farlu Hajj
 - 2.7 Attention and procedures in Islam relating to food Dressing and Dwellings.
 - 2.8 Understanding of Jihadh.
 - 2.9 Kurbani and methods of slaughter
 - 2.10 Oaths and Vows.
 - 2.11 Details relating to Muamalah :
 - Dignity of earning
 - Main transaction (Trading)
 - Other transactions (Eg. Borrowing, Rent)
 - Wakfu, Wasiyyath, Warasath (Public Property, Testamentary Property, Inherited Property)
 - 2.12 Position of man and woman in Islam :
 - Marriage Laws in Islam and their uses
 - Family life in Islam
 - Husband and wife
 - Rights and duties of parents and Children
 - Talaq and Idhdha
 - 2.13 Jinayath :
 - Hudood, Kisas and Ta'zeer
- THIRD PAPER
3. *Seera and Tarigh*
- 3.1 Socio-Religious position in Arabian Society in the period before Islam.
- 3.1.1 Prophet Mohamed (Sal) :
 - Life before the Nubuwwath
 - * Family Lineage
 - * Youthhood
 - * Noble characteristics
 - * Marriage
- Life between Nubuwwath and Hijrath
 - * Nubuwwath
 - * Propaganda of Islam and its outcomes
 - * Hijrath
 - Madina Life
 - * Socio-Political activities
 - * Defensive wars and Peace Agreements
 - * Completion of Islam
 - Position of Sahabas and their contribution towards Islam
 - History and Political contribution of Kulafa Urrashidoon
 - Period of rule by Umaiya and Abbasiya
 - History of Baitul Mukaddas
 - History and contributions of Sri Lankan Muslims
 - Contribution of Muslims to Scientific Knowledge
 - History relating to the following personalities :-
 - * Imam Buhari (Rah)
 - * Imam Shafi (Rah)
 - * Imam Gassali (Rah)
 - * Imam Abdul Cader Jeelani (Rah)
 - * Imam Saduli (Rah)
- FOURTH PAPER
4. *Aklat (Islamic Values)*
- 4.1 View point of Islam on Aklat
 - * Understanding Aqhlaq
 - * Relationship between Iman and Aqhlaq
 - * Relationship between Aqhlaq and Ibadath
 - * Purity of mind (Ikhlas)
- 4.2 Taqwa
 - * Wara'u and Suhud
 - * Murakaba, Muhasafa
 - * Shawq
- 4.3 Charity
 - * Dedication
 - * Gratitude
 - * Patience, Tolerance, accomodating, pardoning
 - * Politeness
 - * Appreciation of time
 - * Safeguarding organs in the body : mouth, eye, ear and sex organs
 - * Respecting others
 - * Justice and honesty
 - * Important moral values visible among youth
 - * Harmonious living with people of other faiths
- 4.4 Islamic Jurisprudence

ANNEXURE II			Town	Town No.	District No.
Name of towns and their town Numbers where Examination Centres will be Established :			Polonnaruwa District		11
			Kaduruwela	29	
<i>Town</i>	<i>Town No.</i>	<i>District No.</i>	Matale District		12
			Matale	30	
Colombo District		01	Kandy District		13
Colombo (Central)	01		Kandy	31	
Bambalapitiya	02		Nawalapitiya	32	
			Deltota	33	
Gampaha District		02	Geliya	34	
Thihariya	03				
Mabola	04		Nuwara Eliya District		14
Malwana	05		Nuwara Eliya	35	
Negombo	06				
Kal-Eliya	07		Ratnapura District		15
			Eheliyagoda	36	
Kalutara District		03	Balangoda	37	
Panadura	08		Badulla District		16
Kalutara	09		Badulla	38	
Aluthgama	10		Welimada	39	
Galle District		04	Monaragala District		17
Galle	11		Bibila	40	
Matara District		05	Ampara District		18
Weligama	12		Akkaraipattu	41	
Matara	13		Pottuvil	42	
			Kalmunai	43	
Tangalle District		06	Sammanthurai	44	
Hambantota	14		Irakkamam	45	
			Nintavur	46	
			Oluvil	47	
Kegalle District		07	Batticaloa District		19
Mawanella	15		Kattankudy	48	
Warakapola	16		Eravur	49	
Kannattota	17		Valachchenai	50	
Kurunegala District		08	Trincomalee District		20
Kuliyapitiya	18		Mutur	51	
Kurunegala	19		Kinniya	52	
Melsiripura	20		Trincomalee	53	
Polgahawela	21		Vavuniya District		21
Kekunagolla	22		Vavuniya	54	
Puttalam District		09	Mannar District		22
Nuraichcholai	23		Mannar	55	
Puttalam	24		Mullaitivu District		23
Chilaw	25		Mullaitivu	56	
Anuradhapura District		10	Kilinochchi District		24
Anuradhapura	26		Kilinochchi	57	
Kekirawa	27		Jaffna District		25
Galenbindunuwewa	28		Jaffna	58	
			08-647		