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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 1,935 - 2015 ඔක්තෝබර් මස 02 වැනි සිකුරාදා - 2015.10.02
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(Published by Authority)

PART I : SECTION (IIA) — ADVERTISING

(Separate paging is given to each language of every Part in order that it may be filed separately)

| | PAGE | | PAGE |
|----------------|------|---|------|
| Posts - Vacant | ... | Examinations, Results of Examinations &c. | ... |
| | 1990 | | 1995 |

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 23rd October, 2015 should reach Government Press on or before 12.00 noon on 09th October, 2015.

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

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

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

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

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



1. General Qualifications required :

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

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

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

2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

4. Terms of Engagement :

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

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

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

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

5. Serving Officers in the Public Service :

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

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

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

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

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

6. Definition of Salary for the purpose of Eligibility

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

7. New National Policy on Recruitment and Promotions :

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

Rules and Instructions for Candidates

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Posts – Vacant

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Marriages, Births and Deaths

MONARAGALA 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 02nd of November, 2015.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
14th of September, 2015.

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> |
|-----------------|--|---|---|
| Monaragala | Bibila | Post of Registrar of Marriages (Kandian/ General) of Bibila and Births and Deaths of Nilgala Division | District Secretary/Additional Registrar General, District Secretariat, Monaragala |

10-214

REGISTRAR GENERAL'S DEPARTMENT

Posts of Registrars of Marriages, Births and Deaths

COLOMBO 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 02nd of November, 2015.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
11th September, 2015.

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> |
|-----------------|--|---|--|
| Colombo | Sri Jayawardhenapura Kotte | Post of Registrar of Marriages (General) of Colombo Division in Nugegoda Area | District Secretary/Additional Registrar General, District Secretariat, Colombo 05. |

10-117

REGISTRAR GENERAL'S DEPARTMENT

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

GALLE 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 23rd of October, 2015.

E. M. GUNASEKERA,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla,
10th of September, 2015.

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> |
|-----------------|--|---|---|
| Galle | Galle Four Gravets | Post of Registrar of Marriages (General), Births and Deaths of Galle Four Gravets Divisional Secretary's Division. (Tamil Medium) | District Secretary/Additional Registrar General, District Secretariat, Galle. |

10-33

REGISTRAR GENERAL'S DEPARTMENT

Amendment of closing date of Applications for Recruitment of Registrar of Marriage, Birth and Death of the Registrar General's Department

KANDY DISTRICT

IT is kindly notified that the closing date of application for recruitment for the post of Marriage, Birth and Death Registrar, for the Division appearing in the following schedule which was published by me in the *Gazette* No. 1,926 of 30.07.2015 is extended as 24.10.2015.

02. Please note that all other details in the said *Gazette* notification remain unchanged.

Registrar General.

SCHEDULE

| <i>District</i> | <i>Divisional Secretariat Division</i> | <i>Post and Division for which Applications are called</i> | <i>Address to which Applications should be sent</i> |
|-----------------|--|---|---|
| 01. Kandy | Panwila | Post of Registrar of Marriages (Kandyan, General) of Panwila Divisional Secretariat Area and Births and Deaths Registrar of Panwila Division | District Secretary/Additional Registrar General, District Secretariat, Kandy. |
| 02. Kandy | Pathadumbara | Post of Registrar of Marriages (Kandyan, General) of Panwila Divisional Secretariat Area and Births and Deaths of Udagampaha East and West Division | District Secretary/Additional Registrar General, District Secretariat, Kandy. |

10-34

DEPARTMENT OF GOVERNMENT INFORMATION

Recruitment to the Post of Producer of the Executive Service Category (Departmental) at the Department of Government Information

APPLICATIONS are called from candidates who have acquired the qualifications stipulated in No. 02 of this notice to the post of Producer of the Executive Service Category (Departmental) at the Department of Government Information.

1. *Method of Recruitment.*— Candidates who obtain higher ranks in a structured interview, which is held for all qualified candidates by an interview board appointed by the Public Service Commission, will be recruited subject to the number of vacancies. The structured interview will be held according to a marking scheme (cited under No. 06) approved by the Public Service Commission.

2. *Qualifications :*

- (i) *Professional Qualifications :*
Be an officer in the post of Technical Officer I at the Department of Government Information.
- (ii) *Experience :*
A minimum 05 years of experience in the fields of Video Shooting, Editing, Laboratory related activities, and Sound Technology at the Department of Government Information.
- (iii) *Physical Qualifications :*
Each candidate should be physically and psychologically fit to serve in any part of the island.
- (iv) Other Qualifications:
 1. Should be a citizen of Sri Lanka
 2. Should possess an excellent character .
 3. Should have maintained a satisfactory service record within the period of five years prior to the due date
 4. Should have completed all qualifications required to be appointed to this post before the closing date.

3. *Conditions of the Service :*

- (i) This post is permanent and pensionable. Appointees should contribute to Widows' and Orphans'/Widowers' and Orphans' Pension Scheme.
- (ii) Officers will be appointed to this post on acting basis for a period of one year. First Efficiency Bar Examination should be passed within 03 years from the appointment to the grade III of the Executive Service Category of the Department of government Information as stipulated in the recruitment procedure.
- (iii) According to the Public Administration circular No. 7/2007 and its subsidiary circulars the respective language proficiency should be achieved.

- (iv) This appointment is subject to the Procedural Rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Government's Financial Regulations and other departmental regulations.

4. *Age.*— Candidates should not be less than 21 years of age at the closing date of application and the maximum age limit is not applicable for candidates who are currently in the public service.

Note :

- (i) A Public Servant, for the purpose mentioned in the article 04 above, is (as defined in the 1 st paragraph of the Establishments Code) an officer in the public service or in the provincial public service, who has been confirmed in his post at the closing date.
- (ii) Unless any public officer has gained a satisfactory service record within the recent five years prior to the closing date or within the full service period, if it is less than five years, he will not be entitled to apply for this post.
- (iii) An officer is considered as having a satisfactory service record, if only he has earned all the salary increments within the recent five years prior to the closing date or within the full service period, if it is less than five years, and if he was not imposed any punishment (except advising) regarding any offence within the aforesaid period.
- (iv) Candidates in the Public Service should forward their applications through their Heads of the Department/ Institution.

5. *Salary Scale.*— The relevant salary scale according to the Public Administration Circular No. 6/2006 is SL-1-2006, which is mentioned below :

Rs. 22,935 -10x645 -8 x790 - 17x1,050 - Rs. 53,555 (Monthly)

6. *Structured Examination :*

- (i) The interview will be conducted by an interview board appointed by the Public Service Commission.
- (ii) Marks will be given in the interview as follows :

| <i>Fields considered in granting marks</i> | <i>Maximum Marks</i> |
|--|----------------------|
| 01. Additional Experience | 30 |
| 02. Additional Professional Qualifications | 30 |
| 03. Special skills | 35 |
| 04. Skill demonstrated in the interview | 05 |
| Total | 100 |

7. *Candidate's Identity.*—Candidates who have forwarded complete applications will be only called for the structured interview. Originals and duly certified copies of all certificates should be presented at the interview following identity papers will be accepted to prove the identity at the interview :

I. Identity Card issued by the Commissioner of Registration of Persons.

II. Valid Passport

8. *Method of Submitting Application :*

- (i) Applications should be sent by registered post to reach the Secretary, Ministry of Mass Media, "Asidisi Medura", No 163, Kirulapona Avenue, Colombo 05 on or before 25.10.2015. Applications received after the closing date will not be accepted.
- (ii) A specimen of the application form is demonstrated at the end of this notice. Applications should be prepared in an A4 sheet by including heading No. 01 to .04 in the first page and heading No .05 to 08 in the second page and it should be filled in with candidate's own handwriting.
- (iii) Cite, "Recruitment to the Post of Producer of the Executive Service Category (Departmental) at the Department of Government Information" on the top left hand corner of the envelope, in which the application form is enclosed.
- (iv) Candidates in the public service or in the provincial public service should forward their applications through their heads of the Department.
- (v) Applications that do not comply with the specimen form of application will be rejected. Complaints on loss or delays will not be entertained.

9. *Providing false information.*—Your candidature will be revoked if any detail in your application was found false or incorrect before the recruitment. If any false or incorrect information was revealed after the recruitment he/she will be dismissed subject to related actions.

10. The final decision on any matter not covered by these regulations will be made by the Public Service Commission. Furthermore, final decision on filling the vacancies, leave them vacant or filling a portion of vacancies will be made by the Public Service Commission.

11. In case of any inconsistency among the Sinhala, Tamil and English texts, the Sinhala text shall prevail.

As per the directions of the Public Service Commission.

S. D. A. B. BORALESSA,
Secretary,
Ministry of Mass Media.

Ministry of Mass Media,
"Asidisi Medura", No. 163, Kirulapona Avenue,
Colombo 05,
On 07th of August, 2015.

SPECIMEN FORM OF APPLICATION

(For official use only)

RECRUITMENT TO THE POST OF PRODUCER OF THE EXECUTIVE SERVICE
CATEGORY (DEPARTMENTAL) AT THE DEPARTMENT OF GOVERNMENT
INFORMATION

1.0 Medium :

Sinhala - 1
Tamil - 2
English - 3

(Write the relevant number in the cage)

2.0 Personal Information :

2.1 Name with initials in English block letters, stating initials at the end : Mr./Mrs./Miss : _____.

Eg. : SILVA, A. B.

2.2 Name in full in English block letters : _____.

2.3 Name in full (In Sinhala/Tamil) : _____.

2.4 Personal Address (In Sinhala/Tamil) : _____.

2.5 Gender :

Male - 0

Female - 1

(Write the relevant number in the cage)

2.6 Civil status :

Unmarried - 1

Married - 2

(Write the relevant number in the cage)

2.7 Ethnicity :

(Sinhala - 1, Tamil - 2, Ind. Tamil 3,

Muslim - 4, Other - 5)

(Write the relevant number in the cage)

2.8 National Identity Card No. :

| | | | | | | | | | | | | | | | | | | | |
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2.9 Date of Birth :

Year :

Month :

Date :

2.10 Telephone Number (if available) :

| | | | | | | | | | | | | | | | | | | | |
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3.0 Experience :

3.1 Date appointed to the post : _____.

3.2 Total duration of the service at the closing date : _____.

4.0 Professional Qualifications :

4.1 Date promoted to Grade I : _____.

4.2 Duration of the service in Grade I at the closing date : _____.

4.3 Date promoted to the Special Grade :———. .
4.4 Duration of the service in Special Grade at the closing date :———. .

5.0 Additional Professional Qualifications :———. .
(Mention the qualifications gained by the candidate in the relevant field among the fields of video shooting, editing laboratory related activities and sound technology at the Government Film Unit)

6.0 Special skills :———. .
(Mention the special skills gained)

7.0 Certification of the applicant :

I certify that the above information is true and correct.

_____,
Candidate's Signature.

Date :———. .

8.0 Certification of the Head of the Department :

I hereby certify that Mr./Mrs./Miss who applies for the post of Producer in the Department of Government Information and who has placed his/her signature above, is serving in a post of at the Department/Ministry of and that his/her performance and discipline are satisfactory and I hereby recommend the application being forwarded by him/her.

_____,
Signature of the Head of the Department.

Date :———. .

(Official stamp) :———. .

10-151

Examinations, Results of Examinations &c.,

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO CLASS I - GRADE III OF SRI LANKA INFORMATION AND COMMUNICATION TECHNOLOGY SERVICE - 2015

APPLICATIONS are hereby called as per the order of the Public Service Commission for the open competitive examination for selection of qualified persons to 29 posts which have fallen vacant in Class I - Grade III of Sri Lanka Information and Communication Service. The applications prepared in accordance with the specimen form of application which is at the end of this notification should be sent by registered post to reach the Commissioner-General of Examinations, Organization and Foreign Examination Branch, P.O. Box. 1503, Colombo on or before the date mentioned below. The words "Open Competitive Examination for Recruitment to Class I-Grade III of Sri Lanka Information & Communication Technology Service" should be clearly indicated on the top left-hand corner of the envelope. Further, It is essential to mention the name of examination in English Language as well, in applications prepared in both Sinhala and Tamil mediums.

(a) Closing date of applications is 02.11.2015.

Note.— No complaint that an application or a related document has been lost or delayed in post shall be considered. The candidate shall bear the losses which may occur due to their delay in sending applications until the closing date.

1. Method of recruitment:

- Recruitments shall be made on the results of a written examination and general interview. Appointment shall be made strictly on the order of the marks secured by the candidates in order to fill the number of vacancies

allocated for the competitive examination. The number of appointments and the effective date of appointment shall be determined on the order of the Public Service Commission.

- 3% of the existing vacancies shall be allocated for differently able persons. The differently able persons who secure highest marks out of those who become qualified at the examination shall be selected on the order of the marks to award appointments. The candidates who are qualified for appointment will be directed to a medical board consists of consultant medical practitioners and it should be confirmed by a medical report of consultants that the disability of the candidate does not hinder him/her to perform duties of the post.

2. Conditions for employment in the service :

- This post is permanent and pensionable. Contribution shall be made to the widows' and orphans/ widowers' and orphans pension scheme.
- Officers who are appointed to this post shall subjected to a probation period of three (03) years and the first Efficiency Bar examination shall be passed within the said three (03) years.
- Officers who have been recruited in a language medium other than an official language shall obtain the proficiency in the prescribed official language within the probation period and proficiency in the other official language at the relevant level as per P.A circular 01/2014.

(iv) This appointment shall be subjected to the Procedural Rules of Public Service Commission and the conditions stipulated in the Service Minute.

3. *Salary Scale.*– A salary scale (monthly) of SL-I-2006 Rs. 22,935-10x645-8x790-17x 1,050 shall be entitled to this post as per Public Administration Circular No. 6/2006.

4. *Educational Qualifications:*

(1) A degree in Computer Science/Information Technology/ Computer Engineering from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission ;

or

(2) (i) A degree from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission (at least 1/3 of the degree should be comprised of computer science/ information technology) ;

and

(ii) A Post Graduate Diploma in Computer Science/ Information Technology from a University recognized by the University Grants Commission or a Degree Awarding Institution recognized by the University Grants Commission ;

or

(3) (i) A qualification of at least Level 07 of National Vocational Qualification (NVQ) or an equivalent qualification recognized by Tertiary and Vocational Education Commission ;

and

(ii) Having experience of two (02) years in the relevant field.

Note: The originals of the relevant certificates should be provided at the interview in order to confirm the professional experience indicated in 4.0 (3) ii.

Professional experience gained at an employment in the private sector should be proved by a letter containing the business registration number of the institution, EPF No. of the applicant and relevant appointment letters.

If the applicant has gained professional experience at an employment in the public service, it should be proved by the letters certified by the Head of the Department and duty lists.

5. *Age limit.*– Minimum limit - 21 years
Maximum limit - 35 years

(Candidates shall be treated as having satisfied the qualifications relating to the age if his/her date of birth falls on or before 02.11.1994 or after 02.11.1980

6. *Physical Fitness :*

Every applicant shall be physically and mentally fit

- (i) To serve in any part of the Island.
- (ii) To perform duties of the post.

7. *Other qualifications :*

- (i) Applicants should be a citizen of Sri Lanka.
- (ii) Applicants should be of an excellent character.
- (iii) All relevant qualifications required for recruitment to the post shall be satisfied each and every way on or before the closing date indicated in the notification for calling applications.

8. *The Procedure of Examinations :*

8.1 *Written examination:*

8.1.1 This examination shall be conducted by the Commissioner General of Examinations

| <i>Subjects</i> | <i>Duration</i> | <i>Maximum marks</i> | <i>Cut off marks</i> |
|---|-----------------|----------------------|----------------------|
| General Intelligence | 1Hr | 100 | 40 |
| Knowledge on Information and Communication Technology | 2Hrs | 100 | 40 |
| Aptitude on Information and Communication Technology Management | 2 Hrs | 100 | 40 |

Note: This question paper has been designed to measure competency and skills of the candidate for the duties of the service. Even though, this is a competitive examination a candidate is required to obtain at least 40% of marks allocated for each subject whilst obtaining at least 50% of the total marks. Marks will be deducted in every answer sheet for illegible handwriting and spelling mistakes. Appointments shall be made strictly on the order of the merit in order to fill the Number of vacancies allocated for the competitive examination.

8.1.2 *Syllabus :*

| <i>Name of the Question Paper</i> | <i>Syllabus</i> |
|-----------------------------------|---|
| 1. General Intelligence: | It is expected to assess the level of intelligence of the candidate in analytical skills, logical comprehension, interpretative ability, ability in application to other situations and arriving at conclusions, in response to problems presented in relation to numerical, lingual and figurative structure and inter- relations. All |

| Name of the Question Paper | Syllabus |
|--------------------------------|--|
| | questions should be answered. This question paper shall consist of 50 questions including multiple choice questions and questions for short answers |
| 2. ICT Comprehensions | To test the candidate's capacity for conceptualization of ICT Management ICT problem solving ability, IT Project Management capacity and analysis, design and development of software system from a given set of topics/themes. All the questions should be answered. This question paper consists of questions for short answered as well as structured type questions. |
| 3. Aptitude for ICT Management | This paper is designed to assess the candidate's aptitude for sound ICT Management in every aspect of software development life cycle with latest trends in ICT. All the questions should be answered. This question paper consists of questions for short answered as well as structured type questions |

(iii) Under no circumstances the examination fee will be refunded.

(iv) This examination shall be held on January 2016 in Colombo. The date of examination shall be informed in due course.

(v) Applications that are not completed in every aspect shall be rejected without notice.

Note: Candidates shall not be permitted to enter the examination hall without the admission card. Only the admission cards on which the signature has been attested shall be submitted to the supervisor of the examination on the first day of the examination.

The issuance of an admission card to a candidate does not mean that he or she has fulfilled the requisite qualifications to sit the examination.

(vi) Application should be prepared on paper of size 22-29 cm (A-4) and the cages 01 to 03 should appear on the first side of the paper and cages from 4.0 should appear on the other papers. The relevant particulars shall be furnished clearly by the candidates by himself/herself. Applications that do not comply with the specimen and that are not completed in every aspect shall be rejected without notice. It is advisable to keep a photocopy of the application with candidate. It is the responsibility of the candidate to make sure that the application form perfected by him/her complies with the specimen given in the examination notice as otherwise the application may be rejected.

(vii) Receipt of applications shall not be acknowledged. A notice shall be published in the newspapers as soon as admission cards are issued to applicants. If the admission card is not received even after 2 or 3 days of such an advertisement, steps shall be taken to notify the Department of Examinations in the manner specified in the advertisement. It would be advisable to keep the following in hand at the time of calling the Department of Examinations: i.e. a certified photocopy of the application form and the receipt kept at your possession, in case of applicants outside Colombo, letter of request furnishing a fax number to which the admission cards should be sent.

(viii) The Commissioner General of Examinations shall reserve the power to postpone or cancel the examination on the approval of the Public Service Commission.

(ix) Candidates are subjected to rules and regulations imposed by the Commissioner General of Examinations on conducting the examination. They are liable to be subjected to a punishment imposed by him/her for breach of these rules.

8.2 Interview :

8.2.1 General Interview: (Marks shall not be allocated)

Objectives expected to be achieved:

Verification of qualifications stipulated in the notification published as per the Service Minute.

9. Conditions of the examination :

(i) The examination will be held in Sinhala, Tamil or English media. Candidates shall sit for the examination in a language of their preference. A candidate must sit all the papers of the examination in one and the same language. A candidate shall not be permitted to change the language medium of the examination, indicated in the application. Every candidate shall sit for all the three question papers.

(ii) Examination fee is Rs. 1000. Examination fee can be paid in cash to any Post Office to be credited to the head 2003-02-13 of the Commissioner General of Examinations and the receipt obtained in the name of the applicant should be affixed by one edge of the receipt in the relevant cage so as not to be detached. It is advisable to keep a photocopy of the receipt for future references.

(x) *Identity of Candidates.*— A candidate shall be required to prove his identity at the examination hall to the satisfaction of the supervisor. For this purpose, any of the following documents shall be accepted :-

(a) National Identity Card issued by the Department of Registration of Persons ;

(b) A valid passport.

N.B.—

(a) No document or a copy of the same should be attached to the application.

(b) The applications of the candidates who are unable to submit relevant documents whenever they are requested shall not be considered.

The signature of the external candidates should have been attested by a Principal of a Government School, a Justice of Peace, Commissioner of Oaths, Attorney-at-Law, Notary Public, Commissioned Officer in the Armed Forces, an Officer holding a gazetted post in the Police Service or an Officer holding a permanent post in Public Service whose annual initial salary is more than Rs. 240,360.

(xi) Commissioner General of Examinations shall hand over the result sheet containing the names of the candidates equal to the number of vacancies intended to be filled, to the Secretary, Ministry of Public Administration, Local Government and Democratic Rule on the approval of the Public Service Commission.

Issuance of results.— Result sheet including the names of the candidates who have secured marks not less than 40% for each subject at the written examination and who have secured 50% or more out of the aggregate marks of the examination shall be submitted to the Public Service Commission.

The results of all the applicants who have sat for the examination shall be informed personally or published in the website www.results.exams.gov.lk by the Commissioner General of Examinations.

On the order of the Public Service Commission,

J. DADALLAGE,
Secretary,
Ministry of Public Administration and Management.

11th September, 2015.

Specimen Application

OPEN COMPETITIVE EXAMINATION FOR
RECRUITMENT TO CLASS I-III OF SRI LANKA
INFORMATION AND COMMUNICATION TECHNOLOGY
SERVICE - 2015

(Indicate the Code/number clearly in the given cages)

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| |
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(For Office use)

Language Medium :

Sinhala - 2
Tamil - 3
English - 4

(Write the relevant number in the cage)

* Are you appearing at the examination under the disabled rehabilitation condition as per para. 01(ii) of the *Gazette* notification ?

(Since, "Yes" in this section should be marked only by the differently abled applicants, please read para. 01(ii) of the *Gazette* notification carefully).

Yes - 1
No - 2

(Write the relevant letter in the cage)

1.0 1.1 Name in full : _____.

(In English Block Capitals *Eg.* : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

1.2 Name with initials : _____.

(In English Block Capitals)
(*Eg.* GUNAWARDHANA H. M. S. K.)

1.3 Full Name : _____.

(In Sinhala/Tamil)

1.4 National Identity Card No. :

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

2.0 2.1 Permanent Address : _____.

(In English Block Capitals)

2.2 Permanent Address : _____.

(In Sinhala/Tamil)

2.3 Name to which the admission card should be sent : _____.

(In English Block Capitals)

3.0 3.1 Sex :

Male - 0
Female - 1

(Write the relevant number in the cage)

3.2 Date of Birth :

Year :

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

 Month :

| | |
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| | |
|--|--|

 Date :

| | |
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| | |
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3.3 Age as at the closing date of the application :

Years : Months : Days :

3.4 Telephone No. (if any) :

| | | | | | | | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|

4.0 Educational Qualifications :

4.1 If a degree has been obtained from a recognized university :

- (i) University : _____.
- (ii) Degree : _____.
- (iii) Effective date of the degree : _____.
- (iv) Main subjects :
 - 01. : _____.
 - 02. : _____.
 - 03. : _____.
 - 04. : _____.

4.2 If a Post Graduate Degree or Diploma has been obtained :

- (i) Name of the University/Institution : _____.
- (ii) Name of the Post Graduate degree, Post Graduate Diploma : _____.
- (iii) Examination Year : _____.

4.3 If Level 7 of Information and Communication Technology (NVQ) or other qualification recognized by the Tertiary and Vocational Education Commission has been obtained,

- (i) Name of the Course : _____.
- (ii) Institution where the course was followed : _____.
- (iii) Year : _____.
- (iv) Duration of the course (No. of hours) : _____.

5.0 Professional experience and other qualifications :

5.1 Professional experience :

| | <i>Institution from which experience was gained</i> | <i>Duration</i> |
|----|---|-----------------|
| 01 | | |
| 02 | | |
| 03 | | |
| 04 | | |

5.2 Other Qualifications : _____.

6.0 Particulars on the receipt obtained by paying the examination fees :

- (i) Office to which the examination fee was paid : _____.
- (ii) Receipt No. and Date : _____.
- (iii) Payment made : _____.

One edge of the receipt is to be affixed here so as not to be detached

7.0 Have you ever been convicted for any offense by the court ?
(Mark ✓ in the relevant cage) (If yes please specify)

Yes No

8.0 Have you been subjected to any disciplinary punishment within the period of service in the Public Service ? (Mark ✓ in the relevant cage) (If yes please specify)

Yes No

9.0 Certification of the applicant :

(a) I, solemnly declare that particulars furnished by me in this application are true and accurate to the best of my knowledge. I hereby agree to bear the adverse effect which may cause due either to not filling or filling incorrectly a certain part of the application. Further I declare that all the parts of the application are correctly filled.

(b) I am aware that if any particulars contained herein are found to be false I am liable to disqualification before appointment and to dismissal from service if the inaccuracy is detected after appointment.

(c) I hereby agree to abide by all the conditions imposed by the Commissioner General of Examinations for the purpose of holding this examination.

Signature of the Candidate.

Date : _____.

10. Attestation of Applicants' Signature :

I, hereby certify that Mr./Mrs./Miss. who submits this application is known to me personally and that he/she placed his/her signature in my presence on and he/she has paid the examination fees and affixed the receipt of the payment.

Signature of the officer attesting the signature.

Date : _____.

Name of the officer attesting the signature : _____.

Post : _____.

Address : _____.

(Confirm with the seal)

11.0 Certification of the Head of the Institution (Government/ Provincial Government/Government and Non-Government Co-operation applicants only) :

Mr./Mrs./Miss who submits this application is serving at Ministry/Department/

Institution as and I recommend and submit the application. If the officer is selected for the post, necessary action can be taken to release him/her from the service of this institution.

Name : _____.
Post : _____.
Date : _____.
(The seal)

10-128

PUBLIC SERVICE COMMISSION

Legal Draftsman's Department

COMPETITIVE EXAMINATION FOR FILLING OF VACANCIES IN THE POST OF ASSISTANT LEGAL DRAFTSMAN IN THE LEGAL DRAFTSMAN'S DEPARTMENT - 2013(2015)

BY order of the Public Service Commission, applications are called from qualified persons for the competitive examination to select suitable persons to fill 04 vacancies in the post of Assistant Legal Draftsman in the Legal Draftsman's Department. Applications, prepared according to the specimen form appearing at the end of this notification, shall be forwarded to the "Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Department of Examinations, P. O. Box 1503, Colombo" under registered cover on or before the date specified below. The words "Competitive Examination for the Post of Assistant Legal Draftsman in the Legal Draftsman's Department - 2013 (2015)" should be stated clearly on the top left hand corner of the envelope. In Sinhala and Tamil applications the name of the examination shall be written in English Language in addition to Sinhala or Tamil language.

(A) Closing date of applications is November 02nd, 2015.

Note. – Complaints regarding any alleged loss or delay of applications or related documents in the post will not be entertained.

1. Recruitment Procedure :

- * Recruitment will be done on the results of a competitive examination and a structured interview.
- * Candidates who obtain highest marks at the written examination conducted by the Commissioner General of Examinations will be called for the structured interview in order of merit.
- * Marks will be given at the structured interview by an interview board approved by the Public Service Commission in terms of a marking scheme approved by Public Service Commission.
- * Suitable candidates will be appointed by the Public Service Commission in the order of merit on the aggregate of the

marks obtained at the written examination and the structured interview.

- * The number of appointments and the effective date of appointment will be determined by the Public Service Commission.

2. Terms of Employment :

- (i) This post is permanent and pensionable. The selected candidate should make contributions to the Widows and Orphans/Widowers and Orphans Pension Scheme.
- (ii) Shall acquire the proficiency in the other language within 05 years of recruitment in terms of Public Administration Circular 07/2007 and other incidental circulars. The officers who join the service through a language which is not an official language shall acquire language proficiency in one of the official languages within 03 years of recruitment and shall also acquire the proficiency in the other official language within six (06) years of recruitment.
- (iii) This appointment is subject to the Procedural Rules of the Public Service Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Government Financial Regulations and other Departmental regulations.

3. *Salary Scale.* – This post carries a salary scale (SL-5-2006) of Rs. 28,095 -5x645 -5x790 - 15x1,050 - Rs. 51,020 (per month) in accordance with the Public Administration Circular No. 06/2006.

4. Qualifications :

4.1 Educational/Professional Qualifications :

- (i) Shall be a person enrolled as an Attorney-at-Law of the Supreme Court of Sri Lanka.
- (ii) Shall have obtained a Distinction pass either in Sinhala or Tamil language and in English language at the G. E. E. (Ordinary Level) Examination.

4.2 *Experience.* – Shall have active professional experience of not less than two (2) years after being enrolled as an Attorney-at-Law.

4.3 *Physical Fitness.* – Every candidate shall have sufficient physical and mental fitness.

- (i) To work in any part of Sri Lanka,
- (ii) To be able to carry out the duties of his office.

4.4 Other Qualifications :

- (i) Candidates shall be citizens of Sri Lanka,
- (ii) Candidates shall be of exemplary character,
- (iii) Candidates shall have fulfilled all the required qualifications as at the closing date of applications,
- (iv) Candidates shall not have been found guilty of any offence under the laws of Sri Lanka.

4.5 Age limit :

- (i) Lower age limit - 22 years
- (ii) Upper age limit - 35 years.

5. Syllabus :

5.1 *Written Examination.*– The open competitive examination for the recruitment to the post of Assistant Legal Draftsman in the Legal Draftsman's Department consists of the following question papers.

- 1. Knowledge in law - 100 marks - time - 02 hours
- 2. Language Proficiency - 100 marks - time - 01 hour

| Name of the Question Paper | Syllabus | Minimum marks for a pass |
|--|--|--------------------------|
| 01. Knowledge in law | (i) Knowledge in the Constitution of the Democratic Socialist Republic of Sri Lanka (ii) Principles of statutory interpretation including the provisions of the Interpretation Ordinance (iii) General Principles of Law | 40% |
| 02. Language Proficiency Part I Knowledge in Sinhala/ Language Part II Knowledge in English Language | Translation of a part of an Act of Parliament from English Language to Sinhala/ Tamil Language Comparison of a section of an Act in English language with incorrect Sinhala/ Tamil translation thereof an revision of the said Sinhala/Tamil translation in the proper manner ; and Question to test the candidate's knoweldge in grammer. Candidates should sit for two relevant question papers as applicable, from Sinhala/Tamil/English languages | 40% |

Shall answer all questions in each question paper.

5.2 *Structured interview.*– Number of candidates equal to five times the number of vacancies will be called for the structured interview in order of merit, out of the candidates who have obtained the highest marks at the written examination conducted by the Commissioner-General of Examinations. The Secretary will decide the date of holding the structured interview. Marks will be given by an interview board appointed by the Public Service Commission.

6. Marking Scheme adopted by the Structured Interview Board.

| Serial No. | Subject | Maximum Marks |
|------------|---|----------------------------------|
| 01. | Additional Educational Qualifications : A degree in law from a recognized university * For First Class * For Second Class upper * For Second Class lower For a First Class in the final year of Law College For a Second Class in the final year of Law College (Marks will be given only for the highest qualification obtained. Either the degree or Law College qualification). | 15 15 10 08 10 08 |
| 02. | Professional Qualifications : For a Post Graduate Diploma of not less than one year in the relevant field or Post Graduate Diploma in law awarded by a recognized institution (5 marks for a Diploma) For a Diploma course of not less than 06 months in the relevant field awarded by a recognized institution (3 marks for a Diploma) | 10 |

| Serial No. | Subject | | Maximum Marks |
|------------|--|------------------------|---------------|
| | Certificate course of not less than 03 months in the relevant field awarded by a recognized institution (2 marks for a course) | | |
| 03 | Additional experience as an Attorney-at-law Excluding the 2 year service period as an Attorney-at-Law required as a qualification, to be eligible to apply for the post, 2 marks for each year of experience as an Attorney-at-Law in the public service or in the private sector, subject to a maximum of 10 marks. (Additional experience shall be substantiated by a certificate issued by an Attorney-at-Law having completed not less than 20 years of service or by a President's Counsel or a Judge). | | 10 |
| 04 | English language proficiency Post Graduate Degree/Degree/Post Graduate Degree in law/degree in law, studied in English medium (All relevant question papers should have been answered in English Medium) For a Diploma in English Language in a University recognized by the University Grant Commission or in an institution recognized by the Government (1500 hours) For a certificate course in English Language in a University recognized by the University Grant Commission or in an institution recognized by the Government (720 hours -1500 hours) | 05 03 | 05 |
| 05 | Sinhala/Tamil language proficiency For a Diploma course in Tamil/Sinhala language in a University recognized by the University Grants Commission or in an institution recognized by the Government (not less than 01 year) For a certificate course in Tamil/Sinhala language in a University recognized by the University Grants Commission or in an institution recognized by the Government more than 06 months and not less than 1 year (720 hours - 1500 hours) For a certificate course in Tamil/Sinhala language in a University recognized by the University Grants Commission or in an institution recognized by the Government - duration of more than 03 months and not less than 06 months) (360 hours - 720 hours) | 05 03 02 | 05 |
| 06 | Skills displayed at the interview | | 05 |
| | Total | | 50 |

7. Examination Conditions :

- (i) The examination will be conducted in Sinhala, Tamil and English languages. The candidates may sit for the examination in a language of their choice. The candidates shall answer all the question papers of the examination in one language only. A candidate shall not be allowed to change the medium of examination stated in the application. Every candidate shall sit for two question papers.
- (ii) Examination fee is Rs. 1,000. The examination fee shall be paid to any Divisional Secretariat or District Secretariat enabling such fees to be credited to the revenue head 2003-02-13 of the Commissioner-General of Examinations and the receipt shall be firmly affixed on the relevant page in the application so that it will not get detached. It would be useful to keep a photocopy of such receipt with the candidate.
- (iii) The examination fee paid will not be refunded under any circumstances.
- (iv) The examination will be held in Colombo, on January, 2016. The date of the examination will be notified later.
- (v) The applications received after the final date for the receipt of applications and incomplete applications will be rejected without informing.

Note.— Candidates will not be allowed to enter the examination hall without the admission card. Only the admission card where the candidate's signature is attested should be produced to the Supervisor of the examination hall on the day of the examination.

The issuance of an admission card to a candidate shall not be considered as an acceptance of the fact that he/she has fulfilled qualifications to sit for the examination.

- (vi) The application should be prepared using A4 papers of the size 23 c. m. x 25 c. m. Both sides of the paper shall be used. Heads 1 to 7 should appear on the first page, heads 8 to 11(a) should appear on the second page and heads 11(b) to 12 should appear on the third page. The relevant particulars should be clearly written in candidate's own hand writing. It would be useful for the candidate to keep a copy of the duly filled application with him.

The candidate shall check if the completed application is consistent with the specimen application specified in this examination notification. It is hereby further notified that the applications inconsistent with the specimen application or incomplete applications would be rejected. Candidates are expected to prepare the application according to the specimen application form attached hereto.

- (vii) The officers employed in the Public Service shall submit their applications through their respective Heads of Departments.
- (viii) The receipt of applications will not be acknowledged. The Commissioner-General of Examinations will send the admission cards to the candidates who have forwarded applications in due form. As soon as admission cards are sent to the candidates the Department of Examinations will publish a notification in newspapers in that regard. If an admission card was not received even after 2 or 3 days of such publication, such fact shall be informed to the Department of Examinations in the manner stated in such notification, together with the name, address and the National Identity Card number of the candidate and the name of the examination. If the candidate is from an area outside Colombo, it is advisable, to make inquiries addressing the fax number specified in the notice, together with the letter of request which should carry the fax number to which a copy of the admission card can be sent. It will be fruitful to make available with you a copy of the duly filled application form, a copy of the receipt in proof of payment of the examination fee and a copy of the receipt issued when sending the application by registered post, in order to prove certain required information if requested to do so by the Department of Examinations.

- (ix) The Commissioner-General of Examinations reserves the right to postpone or cancel the examination on the approval of the Public Service Commission.

(x) The candidates are subject to rules imposed by the Commissioner-General of Examinations for the conduct of the Examination. If such rules were violated, the candidate will be subject to a punishment imposed by the Commissioner - General of Examinations.

(xi) *Identity of the Applicant.*— Every candidate shall prove his/her identity to the satisfaction of the Supervisor of the examination hall. Only one of the following documents will be accepted :-

- (a) The National Identity Card issued by the Department of Registration of Persons ;
- (b) Valid passport.

(xii) *N. B. :*

- (a) No document or a copy thereof shall be affixed to the application.
- (b) Applications of candidates who fail to produce the originals of relevant documents when requested, will not be considered.

Candidates presently employed in the Public Service or in the Provincial Public Service or State Corporations should forward their applications through the Heads of their respective Departments/Institutions. It is compulsory that every candidate should get his/her signature, in the admission card, attested. A candidate sitting for the examination through an institution should get his/her signature attested by the Head of the relevant institution. Other candidates should get their signatures, on the application, attested by a principal/retired principal, of a government school, Grama Niladhari of the Division, Justice of the Peace, Commissioner for Oaths, Attorney-at-Law, Notary Public, Commissioned Officer of the Armed Forces, a Staff Officer holding a permanent post in the Public Service or in the Provincial Public Service and receiving a consolidated salary of or over Rs. 240,360 per annum, a Viharadhipathi or a Chief Priest of a Buddhist temple or a person in charge of a religious place belonging to any other religion who is holding a significant position as a priest.

(xiii) *Punishment for providing false information.*— If it is revealed that a candidate does not have the required qualifications, his/her candidature shall be subject to cancellation at any time prior to the examination, or during the examination or at any time after the examination.

If it is revealed that a candidate has submitted any fact which he/she knew to be false or if he or she has willfully suppressed material facts, he/she may be dismissed from Public Service.

(xiv) Candidates who have scored more than 40% of the marks assigned for each subject, will be subject to the structured

interview, on notification by the Public Service Commission. The result sheet prepared in order of merit, based on the total marks scored at the written examination and the structured interview, should be submitted to the Public Service Commission by the Secretary. The Commissioner- General of Examinations will either inform the candidates who sat for the examination their results personally or he may publish such results on the website, www.result.exams.gov.lk.

8. The procedural rules of the Public Service Commission, circulars issued from time to time regarding the Public Service and the service minutes relating to Executive service Grade III and conditions contained in the amendments to such service minutes are applicable to this post.

9. Public Service Commission will decide on any matter which is not specified in this Notification.

10. The final decision to fill or not to fill the vacancies or to fill part of the vacancies shall lie with the Public Service Commission.

11. In the event of any inconsistency between Sinhala, Tamil and English texts of this *Gazette* Notification, the Sinhala text shall prevail.

By order of Public Service Commission,

PADMASIRI JAYAMANNA,
Secretary,
Ministry of Justice.

Adhikarana Mawatha,
Colombo 12,

On this 17th day of September, 2015.

SPECIMEN APPLICATION FORM

COMPETITIVE EXAMINATION TO FILL VACANCIES IN THE POST OF
ASSISTANT LEGAL DRAFTSMAN IN THE LEGAL DRAFTSMAN'S
DEPARTMENT - 2013 (2015)

01. The medium in which the candidate intends to sit for the examination :

(Please insert the relevant Number in the cage)

Sinhala - 2
Tamil - 3
English - 4

02. Name :

(a) Surname with initials Mr./Mrs./Miss (In English block capitals) : _____.
In Sinhala/Tamil : _____.

(b) Names denoted by initials (In English block capitals) : _____.
In Sinhala/Tamil : _____.

03. Address to which the letter calling for the interview should be sent to :

In English block capitals : _____.

In Sinhala/Tamil : _____.

04. Permanent Address : _____.

District to which it belongs : _____.

05. Sex : Male - 0

Female - 1

(Insert the relevant Number in the cage)

06. National Identity Card No. : _____.

07. Whether you are a citizen of Sri Lanka :

Yes - 1

No - 2

(Insert the relevant Number in the cage)

08. Date of Birth :

Year : _____ Month : _____ Date : _____.

09. (i) Professional and other Qualifications : _____.

(ii) Highest Qualification obtained in the Second Language : _____.

(iii) Highest qualification obtained in the First Language : _____.

(In the case of G. C. E. (O/L) or (A/L) the year of examination and the Grades obtained (Eg. Credit, Distinction) should be stated)

(iv) (a) Degree qualifications :

| Degree | Subjects | Pass (Class) | Year | Name of University |
|--------|----------|--------------|------|--------------------|
| | | | | |

(b) Post Graduate Qualifications :

| Name of Post Graduate Degree | Year in which Post Graduate Degree was awarded | Name of University |
|------------------------------|--|--------------------|
| | | |

(v) Experience as an Attorney-at-Law : _____.
(Attach a Service Certificate)

10. (i) Have you ever been convicted in a Court of law for any offence : Yes/No
If yes, please give particulars : _____.

(ii) Examination fees : _____.

Receipt No. : _____.

Date of payment : _____.

Office where payment was made : _____.

Affix the receipt here firmly so as not to get detached

11. Applicant's Certificate :

she placed his/her signature in my presence on this day of 2015.

(a) I, do hereby solemnly declare/make oath that the particulars furnished by me in this application are true and accurate to the best of my knowledge.

_____,
Signature of Attestor.

(b) I, am aware that if this statement made by me is found to be false or incorrect before selection, I am liable to be disqualified and if found to be false or incorrect after appointment I am liable to be dismissed from service, without compensation, subject to the relevant procedures. I further state that I am subject to rules imposed by the Commissioner General of Examinations in respect of the Examination and that I have affixed hereto the receipt obtained on payment of the relevant examination fee.

Full Name of Attestor : _____.
Designation : _____.
Address : _____.
Date : _____.

(ii) Certificate of the Head of the Department :

I, hereby certify that I have examined the particulars furnished above by the applicant and that the said particulars are found to be correct and I also certify that his/her performance, attendance and conduct are satisfactory. If he/she is selected for the above post at the structured interview, he/she could/ could not be released from the service of this Department.

_____,
Signature of Applicant.

Date : _____.

_____,
Signature of Head of Department.

12. (i) Attestation of applicant's signature :

Designation : _____.
Date : _____.

I, do hereby certify that Mr./Mrs./Miss who is forwarding this application is personally known to me and that he/

10-281

**NEW SCALES OF CHARGES FOR NOTICES AND ADVERTISEMENTS IN THE
"GAZETTE OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA"
EFFECTIVE AS FROM JANUARY 01st, 2013**

**All the Gazettes could be downloaded from the www.documents.gov.lk
(Issued every Friday)**

- All Notices and Advertisements are published at the risk of the Advertisers.
- All Notices and Advertisements by Private Advertisers may be handed in or sent directly by post together with full payments to the **Government Printer, Department of Government Printing, Colombo 8.**
- The office hours are from 8.30 a.m. to 4.15 p.m.
- Cash transactions will be from 9.00 a.m. to 3.00 p.m.
- All Notices and Advertisements must be pre-paid.** Notices and Advertisements sent directly by post should be accompanied by Money Order, Postal Order or Cheque made payable to the Government Printer. Postage stamps will not be accepted in payment of Advertisements. Post Office - Borella will be the paying office for Money Orders.
- To avoid errors and delay "copy" should be **on one side of the paper only and typewritten.**
- All signatures should be repeated in block letters below the written signature.**
- Notices re-change of name from Non-Government Servants and Trade Advertisements are not accepted for publication.
- Advertisements purporting to be issued under Orders of Courts will not be inserted unless signed or attested by a Proctor of the Supreme Court.
- The authorised scale of charges for Notices and Advertisements is as follows from January 01st, 2013 :-**

| | Rs. | cts. |
|---|-----|---------|
| One inch or less | ... | 137 0 |
| Every addition inch or fraction thereof | ... | 137 0 |
| One column or 1/2 page of <i>Gazette</i> | ... | 1,300 0 |
| Two columns or one page of <i>Gazette</i> | ... | 2,600 0 |

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

- The "Gazette of the Democratic Socialist Republic of Sri Lanka" is published every Friday. Day of publication is subject to alteration in any week where Public Holidays intervene.
- All Notices and Advertisements should reach the **Government Printer, Department of Government Printing, Colombo 8**, as shown in Schedule of Separate Notice published at the end of each part of the *Gazette* of the first week of every month.
- All communications regarding non-receipt, change of address and of the *Gazette* of the Democratic Socialist Republic of Sri Lanka should be addressed to the Government Printer, Department of Government Printing, Colombo 08.
- REVISED SUBSCRIPTION RATES EFFECTIVE FROM JANUARY 1ST 2013 :**

***Annual Subscription Rates and Postage**

| | Price | Postage |
|--|---------|---------|
| | Rs. | cts. |
| Part I : | | |
| Section I | 4,160 0 | 9,340 0 |
| Section II (Advertising, Vacancies, Tenders, Examinations, etc.) | 580 0 | 950 0 |
| Section III (Patent & Trade Mark Notices etc.) | 405 0 | 750 0 |
| Part I (Whole of 3 Sections together) | 890 0 | 2,500 0 |
| Part II (Judicial) | 860 0 | 450 0 |
| Part III (Lands) | 260 0 | 275 0 |
| Part IV (Notices of Provincial Councils and Local Government) | 2,080 0 | 4,360 0 |
| Part V (Stage carriage permits and Book List) | 1,300 0 | 3,640 0 |
| Part VI (List of Jurors and Assessors) | 780 0 | 1,250 0 |
| Extraordinary Gazette | 5,145 0 | 5,520 0 |

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

*** Rates for Single Copies (if available in stock)**

| | Price | Postage |
|---|-------|---------|
| | Rs. | cts. |
| Part I : | | |
| Section I | 40 0 | 60 0 |
| Section II | 25 0 | 60 0 |
| Section III | 15 0 | 60 0 |
| Part I (Whole of 3 Sections together)... | 80 0 | 120 0 |
| Part II | 12 0 | 60 0 |
| Part III | 12 0 | 60 0 |
| Part IV (Notices of Provincial Councils and Local Government) | 23 0 | 60 0 |
| Part V | 123 0 | 60 0 |
| Part VI | 87 0 | 60 0 |

***All single copies could be obtained from Government Publications Bureau, No. 163, Kirulapone Mawatha, Polhengoda, Colombo 05.**

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

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

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

The Government Printer does not accept payments of subscription for the Government Gazette.

Note.—Payments for inserting Notices in the *Gazette of the Democratic Socialist Republic of Sri Lanka* will be received by the Government Printer.

THE SCHEDULE

| <i>Month</i> | <i>Date of Publication</i> | | | <i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i> | | |
|-----------------|----------------------------|-----------|---|---|--------|---------|
| 2015 | | | | | | |
| OCTOBER | 02.10.2015 | Friday | — | 18.09.2015 | Friday | 12 noon |
| | 09.10.2015 | Friday | — | 25.09.2015 | Friday | 12 noon |
| | 16.10.2015 | Friday | — | 02.10.2015 | Friday | 12 noon |
| | 23.10.2015 | Friday | — | 09.10.2015 | Friday | 12 noon |
| | 30.10.2015 | Friday | — | 16.10.2015 | Friday | 12 noon |
| NOVEMBER | 06.11.2015 | Friday | — | 23.10.2015 | Friday | 12 noon |
| | 13.11.2015 | Friday | — | 30.10.2015 | Friday | 12 noon |
| | 20.11.2015 | Friday | — | 06.11.2015 | Friday | 12 noon |
| | 27.11.2015 | Friday | — | 13.11.2015 | Friday | 12 noon |
| DECEMBER | 04.12.2015 | Friday | — | 20.11.2015 | Friday | 12 noon |
| | 11.12.2015 | Friday | — | 27.11.2015 | Friday | 12 noon |
| | 18.12.2015 | Friday | — | 04.12.2015 | Friday | 12 noon |
| | 23.12.2015 | Wednesday | — | 11.12.2015 | Friday | 12 noon |

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

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