

Public Service Commission

Promotion of officers in Grade II of Sri Lanka Planning Service to Grade I as per the revision No. 4 of the Minute of Sri Lanka Planning Service

In terms of the revision made by the Gazette extraordinary of the Democratic Socialist Republic of Sri Lanka No. 2137/26 dated 20.08.2019 to the Minute of Sri Lanka Planning Service published in the Gazette extraordinary of the Democratic Socialist Republic of Sri Lanka No. 1670/32 dated 10.09.2010 and Public Administration Circular No. 34/2019, applications are hereby called from the officers, who have become qualified to be promoted to Grade I of Sri Lanka Planning Service.

02. Qualifications to be satisfied

- i. Should have completed an active and satisfactory service period of two (02) years in Grade II and earned two salary increments after promoting to Grade II.
- ii. Should have passed the second efficiency bar examination.
- iii. Should have not been subjected to a disciplinary punishment as per the provisions mentioned in Public Service Commission Circular No. 01/2020.
- iv. Should have proved a performance at satisfactory level or above during the period of two (02) years immediately preceding the date of promotion after the promotion to Grade II as per the approved performance evaluation procedure.
- v. Should have possessed a post graduate degree in a field of subject fallen under any subject mentioned in Appendix 'e' either from a university recognized by the University Grants Commission or higher educational institute recognized by the Public Service Commission.

03. Method of Promotion

Applications will be called from the officers, who have satisfied the prescribed qualifications, and those who have satisfied qualifications prescribed under para 2 above will be promoted to Grade I in terms of the Minute of Sri Lanka Planning Service and Public Administration Circular No. 34/2019 dated 21.11.2019.

04. Appointment to the Posts

- i. Number of vacancies existing in Sri Lanka Planning Service as at 31.12.2020, which are expected to fill from the officers promoted to Grade I, is 72.
- ii. Appointment to the vacant posts will be made based on the seniority and the consent of the officers promoted to Grade I out of the applicants, who submit their applications on or before the closing date of applications.

05. The officers, who have satisfied the prescribed qualifications, should send their applications perfected in accordance with the attached specimen to reach the Secretary of the Ministry of Public Services, Provincial Councils and Local Government before 09.04.2021 through the Secretary of the Ministry/ Chief Secretary. Under no circumstance the applications sent after the closing date will be accepted and the applications, which are incomplete and with defects, will be rejected.

06. The officers, who were in service as at the date on which they become eligible for the promotion and have satisfied qualifications prescribed in para 2 above for the promotion can apply for this promotion even if they have retired.

Applications can be downloaded through www.pubad.gov.lk.

On the order of the Public Service Commission,

Sgd/ J.J. Rathnasiri
Secretary
Ministry of Public Services,
Provincial Councils and Local Government

Date: 24.03.2021

Application for Promotion of Officers in Grade II of Sri Lanka Planning Service to Grade I
as per 2.2 of Public Administration Circular No: 34/2019

For Office Use Only

Application No:

Part I (To be filled by the officer)

1. Name (With initials) :
- 1.1 Name in full :
- 1.2 Name indicated in the letter of appointment:
2. National Identity Card No:
3. Date of Birth:
4. Personal address:
5. Telephone Number
- 5.1 Fixed :
- 5.2 Mobile :
6. 6.1 Post :
- (Post held at present/ Post held at the time of retirement)
- 6.2 If retired, state the date of retirement:
7. Ministry/ Department:
8. 8.1 Official address :
- 8.2 Official telephone number :
- 8.3 Official fax number :
9. Date of appointment/ promotion
- 9.1 Method of recruitment to Sri Lanka Planning Service : **Open Competitive Examination/ Limited Competitive Examination/ Other**
- 9.2 Date of appointment to Grade III of S.L.P.S:
- 9.3 Date of promotion to Grade II of S.L.P.S:
- (Certified copy of the letter of promotion to Grade II shall be numbered as 9.3 and attached)
10. Periods of absence from service and deductions from service period as disciplinary punishments
- 10.1 Service deduction due to obtaining of leave (Complete only if relevant)

Serial No.	Conditions applied in granting approvals for leave	Duration		Number of days by which the service is deducted		
		From	To	Y	M	D
1.	V:2.5.4 of the Establishments Code					
2.	XII:16 of the Establishments Code					
3.	XII:36 of the Establishments Code					
4.	Management Services Circular No: 33					
5.	Management Services Circular No: 01/2016					
6.	Other (No pay Leave)					
Total number of days by which the service period is deducted						

(Certified copies of letters by which the leave has been approved shall be attached by numbering them as 10.1.1, 10.1.2, 10.1.3 etc....)

10.2 Deduction of the service on disciplinary grounds. (Complete only if relevant)

Disciplinary Decision	Duration in which the offence has been committed as per charge sheet	Number of days by which the service period is deducted			Duration	
		Y	M	D	From	To
1. Deferring salary increments						
2. Other						
Total number of days by which the service period is deducted						

(Certified copies of disciplinary decisions shall be attached by numbering them as 10.2.1 and 10.2.2)

11. Having earned salary increments

(Indicate whether salary increments have been/ have not been earned within the 02 years immediately preceding the date on which the officer becomes eligible for promotion/ relevant year)

Year	2019	2020
Has earned/ has not earned salary increments		

(Certified copies of increment certificate forms (Form General 185) shall be attached as 11.1)

12. Having been/not been subjected to a disciplinary punishment as per the provisions mentioned in Public Service Commission Circular No. 01/2020

12.1 Has the officer been subjected to a disciplinary punishment as per the provisions mentioned in Public Service Commission Circular No. 01/2020, within the previous period of service? **Yes/ No**

12.2 If the answer to 12.1 above is “Yes”, indicated the disciplinary order and disciplinary punishment (The certified copies of the relevant decisions shall be attached)

13. Date of completing the second Efficiency Bar Examination:

14. Date of fulfilling the requirement of acquiring proficiency in second language (Sinhala/ Tamil):

15. Having proved performance of satisfactory level or above within two (02) years before the date of promotion to Grade I after being promoted to Grade II as per the approved performance appraisal scheme. (The performance within the 02 years immediately preceding the date of becoming eligible for promotion/ relevant year as per 11 and 12 above shall be indicated in the table below)

Year	Final Evaluation				The Signature and official stamp of the relevant officer is available/ not available
	Excellent	Above the average	Satisfactory	Not satisfactory	

(Every row and column shall be completed in accordance with the performance report of each year)

16. Details on satisfying the qualifications as per 10.2.1.1 (V) of Sri Lanka Planning Service Minute:

Serial No:	Post Graduate Degree Course	Institution	Effective Date
1.			

2.			
3.			

(Certified copies of the post graduate degree certificate and the results sheet (Transcript) shall be attached)

17. Date of becoming eligible to be promoted to Grade I of Sri Lanka Planning Service:

18. Application containing correct and all information from 01 to 17 above and certified copies of the relevant attachments are hereby submitted.

Date:

.....
 Signature of the Applicant &
 Designation

Part II (To be filled by the Head of the Departments)

1. Particulars mentioned above by the officer are correct.
2. Matters relevant to No. 10, 11, 12, 13, 14 and 15 have been compared with particulars in the file. Accordingly, it is hereby certified that all the particulars mentioned are correct and **certified copies** of all relevant documents are hereby attached.
3. It is hereby certified that action **is being taken/ is not being taken** to commence disciplinary action against the officer and **it is expected/ it is not expected to** take disciplinary action against the officer in future. (Delete the words not relevant)
4. Work, attendance and conduct of Mr. /Mrs. /Miss.are satisfactory.
 It is hereby recommended to promote to him/ her to Grade I of Sri Lanka Planning Service.
5. Application perfected correctly in each and every way, and the file containing certified true copies of relevant documents which have been numbered are sent herewith.

Date:

.....
 Signature of the Head of the
 Department/Institution,
 Designation and Official Stamp

Part III (To be filled by the Secretary of the respective Ministry.)

It is hereby recommended / not recommended to promote Mr./Mrs./Miss. to
Grade I of Sri Lanka Planning Service with effect from

Date:

.....

Signature and official stamp of the
Secretary of the Ministry

Obtaining preference for appointment to the posts in Grade I of Sri Lanka Planning Service as per the decisions given by the letter of the Secretary of the Public Service Commission No. PSC/APP/6/979/2020 dated 22.03.2021

Indicate the preference on the order of the priority.

Name of the Officer:

Table no. 01

Order of Priority	Service Station (According to table no. 02)
1	
2	
3	
4	
5	

Signature of the officer:

Table no. 02

Serial No.	Ministry/ State Ministry	Department/Division	No. of Vacancies
1	Ministry of Public Security	Ministry	1
		Department of Multipurpose Development Task Force	2

2	Ministry of Buddhasasana, Religious & Cultural Affairs	Buddhasasana	1
		Cultural Affairs	1
3	Ministry of Finance	Department of Development Finance	2
		Department of Fiscal Policy	1
		Department of National Budget	1
		Department of Public Finance	1
		Department of Public Enterprises	1
		Department of National Planning	4
		Department of External Resources	3
4	Ministry of Public Services, Provincial Councils & Local Government		1
5	Ministry of Wildlife & Forest Conservation		1
6	Ministry of Lands		1
7	Ministry of Water Supply		1
8	Ministry of Power		1
9	Ministry of Highways		1
10	Ministry of Youth and Sports		1
11	Ministry of Trade		1
12	Ministry of Industries		2

13	Ministry of Agriculture		1
14	State Ministry of Urban Development, Coast Conservation, Waste Disposal and Community Cleanliness		1
15	State Ministry of Rattan, Brass, Pottery, Furniture and Rural Industrial Promotion		1
16	State Ministry of Rural and School Sports Infrastructure Improvement		1
17	State Ministry of Batik, Handloom and Local Apparel Products		1
18	State Ministry of National Heritage, Performing Arts and Rural Arts Promotion		1
19	State Ministry of Education Reforms, Open Universities & Distance Learning Promotion		1
20	State Ministry of Wildlife Protection, Adoption of Safety Measures including the Construction of Electrical Fences and Trenches and Reforestation and Forest Resource Development		1
21	State Ministry of Paddy and Grains, Organic Food, Vegetables, Fruits, Chillies, Onion and Potato Cultivation Promotion, Seed Production and Advanced Technology Agriculture		1
22	State Ministry of Canals and Common Infrastructure Development in Settlements in Mahaweli Zones		1
23	State Ministry of Tanks, Reservoirs and Irrigation Development related to Rural Paddy Fields		1
24	State Ministry of Coconut, Kithul and Palmyrah Cultivation Promotion and Related Industrial Product Manufacturing & Export Diversification		1
25	State Ministry of Development of Minor Crops including Sugarcane, Maize, Cashew, Pepper, Cinnamon, Cloves, Betel Related Industries and Export Promotion		1

26	State Ministry of Rural and Divisional Drinking Water Supply Projects Development	State Ministry	1
		Department of National Community Water Supply	1
27	State Ministry of Warehouse Facilities, Container Yards, Port Supply Facilities and Boats and Shipping Industry Development		1
28	State Ministry of Vehicle Regulation, Bus Transport Services and Train Compartments and Motor Car Industry		1
29	State Ministry of Gem & Jewellery related Industries		1
30	State Ministry of Prison Reforms & Prisoners' Rehabilitation	State Ministry	1
		Department of Prisons	1
31	State Ministry of Samurdhi, Household Economy, Micro Finance, Self Employment and Business Development	State Ministry	1
		Grama Shakthi Bureau	1
		Department of Samurdhi Development	1
32	State Ministry of Production and Supply of Fertilizer and Regulation of Chemical Fertilizer and Insecticide Use		1
33	State Ministry of Production, Supply and Regulation of Pharmaceuticals		1
34	State Ministry of Rural Housing and Construction & Building Material Industries	Housing & Construction	1
35	State Ministry of Home Affairs	State Ministry	1
		Puttalam District Secretariat	1
36	State Ministry of National Security and Disaster Management	Internal Affairs	1
		Disaster Management	1

37	State Ministry of Primary Health Care, Epidemics and Covid Disease Control		1
38	State Ministry of Estate Housing & Community Infrastructure		1
39	State Ministry of Money & Capital Market and State Enterprise Reforms		1
40	Election Commission		1
41	Commission to Investigate Bribery or Corruption		1
42	Western Provincial Council	Ministry of Health, Indigenous Medicine, Social Welfare, Probation and Child Care Services, Women Affairs and Council Affairs	1
		Ministry of Education, Cultural & Arts, Sports & Youth Affairs & Information Technology	1
43	North Central Provincial Council	Deputy Chief Secretary's Office(planning)- Department of Provincial Planning and Operation	1
		Chief Ministry	1