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பொது நிர்வாக, மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு
Ministry of Public Administration, Provincial Councils and Local Government

ජාතික සේවා අංශය

இணைந்த சேவைகள் பிரிவு

Combined Services Division

නිදහස් වතුරුය, කොළඹ 07, ශ්‍රී ලංකාව.

சுதந்திரச் சதுக்கம், கொழும்பு 07, இலங்கை.

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My No

CS/ICTS/01/Vacancy XI

ඔබේ අංකය
உமது இல
Your No

දිනය
திகதி
Date

20.01.2025

Secretaries of Ministries
Secretaries of Commissions
Heads of Departments
District Secretaries

Updating the Cadre

(Sri Lanka Information and Communication Technology Service, Sri Lanka Government Librarians' Service, Government Translators' Service)

Since recruitments have been made for the above services recently, you are kindly informed that it is required to obtain the specific cadre details of the said services in order to determine the number of vacancies required to be filled when making future recruitments and to make essential policy decisions including the updating of Service Minutes.

02. Kindly update the cadre details in the published Google form using the link below before 31.01.2025 and upload the documents requested in 40 and 41 in the form. Secretaries of Ministries/ Heads of Departments should take action to call the relevant information from divisional offices and update the same. You are further informed that information should not be directly entered by the heads of the divisional offices, since it can cause problems when analyzing data.

03. Thorough attention should be paid to the following.

- I. Information relevant to the divisional offices should be entered by the respective District Secretaries.
- II. Information of the national schools should be entered by the Secretary of the Ministry of Education.
- III. In case where approval has been granted separately for the cadre of various divisions of the ministries, the relevant information should be entered separately by the respective divisions.

Eg: Home Affairs Division

Local Government Division

Kindly note that Unit VII in the Combined Services Division of this Ministry can be contacted on the following telephone numbers for further details in this regard.

Link:- https://docs.google.com/forms/d/12M7jNnguHI7CCt_EtmYP6kmZreHxjsX--a0lfiDozbxQ/edit

Telephone No:- 0112699966

Sgd/ N.U. Nishan Mendis
Director General of Combined Services

