

# ශ්‍රී ලංකා ප්‍රජාතාන්ත්‍රික සමාජවාදී ජනරජයේ ගැසට් පත්‍රය

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

අංක 2,102 – 2018 දෙසැම්බර් මස 14 වැනි සිකුරාදා – 2018.12.14  
No. 2,102 – FRIDAY, DECEMBER 14, 2018

(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
Post - Vacant	3021	Examinations, Results of Examinations &c.	—

#### IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY “GAZETTE”

ATTENTION is drawn to the Notification appearing in the 1st week of every month, regarding the latest dates and times of acceptance of Notices for publication in the weekly *Gazettes*, at the end of every weekly *Gazette* of Democratic Socialist Republic of Sri Lanka.

All notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, Corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after **three months** from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 04th January, 2019 should reach Government Press on or before 12.00 noon on 21st December, 2018.

#### 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.”

GANGANI LIYANAGE,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
01st January, 2018.



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

### 1. General Qualifications required :

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

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

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

### 2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

Officers may in the first instance be appointed to act in the new post for a specified period with a view to testing him in his new post.

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

### 4. Terms of Engagement :

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## Posts – Vacant

### VACANCIES FOR SRI LANKA REGULAR NAVAL FORCE CADET OFFICERS

VACANCIES exist in the Sri Lanka Regular Naval Force for Cadet Officers.

2. Applications are invited from male candidates possessing the qualifications for following branches :

- (a) Executive Branch,
- (b) Engineering Branch,
- (c) Logistics Branch,
- (d) Electrical/Electronic Engineering Branch,
- (e) Naval Infantry

#### 3. Basic Educational Qualifications :

- (a) Having passed the G. C. E. (O/L) Examination in 06 subjects with two Credits including Mathematics and English in not more than two sittings.
- (b) Having passed the G. C. E. (A/L) Examination with 3 subjects in one sitting.
  - (1) Executive Branch - Having studied Biology, Physics, Chemistry and Combined Mathematics for the G. C. E. (A/L) Examination.
  - (2) Naval Infantry - Having studied Commerce, Technology or in Arts Stream for the G. C. E. (A/L) Examination.
  - (3) Logistics Branch - Having studied in Commerce Stream for the G. C. E. (A/L) Examination.
  - (4) Engineering Branch } Having studied physics, Electrical/Electronic } Combined Mathematics, Engineering Branch } Chemistry for the G. C. E. (A/L) Examination.
- (c) Having obtained not less than 30 marks for the Common General Test at the G. C. E. (A/L) Examination.

(d) Having obtained minimum qualifications for university entry based on the G. C. E. (A/L) Examination results. (a certified copy of the results sheet issued by the Commissioner General of Examinations should be sent along with the application form)

4. Candidates must fulfill the following general conditions for enlistment in the Sri Lanka Regular Naval Force :

- (a) Nationality :- Should be a citizen of Sri Lanka.
- (b) Age :- Should not be, less than 18 years and more than 22 years as at the closing date for applications.
- (c) Height :- Should not be below 168cm (5 feet 7 inches)
- (d) Weight :- Should not be below 52kg.
- (e) Chest :- Should not be below 81cm (32 inches)
- (f) Color vision :- STD II
- (g) Visual Acuity :- Left eye 6/6 and Right eye 6/6 (without spectacles and lenses)
- (h) Civil Status :- Candidates should be unmarried. No Cadet Officer will be permitted to get married during the period of training and for a period of one year from the date of Commissioning.

#### 5. Conditions of service :-

- (a) Candidates will be enlisted into the Sri Lanka Regular Naval Force as Cadet Officers and will undergo a basic training course. Upon successful completion of the basic training with respect to the branch for which the enlistment is made, the Cadet Officers will be Commissioned as Acting Sub Lieutenant.
- (b) Cadet Officers will be required to undergo training at any place in Sri Lanka or abroad as decided by the Commander of the Sri Lanka Navy in consultation with the Ministry of Defence.
- (c) All the enlistees shall be subject to laws and instructions which are empowered by the existing Naval Act, Naval Orders and Memoranda of the Naval Act and which may hereafter be imposed and given respectively.
- (d) In the event that a cadet officer voluntarily terminates his candidature during the training,

written approval should be obtained in this regard as per procedures of the Sri Lanka Navy and his mother/father or guardian will be required to refund to the Government of Sri Lanka all expenses incurred up to that time by the Government of Sri Lanka on account of such Cadet Officer.

- (e) If at any time during his training a Cadet Officer is reported by the authorities as being unsuitable to qualify for a commission due to the reasons of misconduct or due to causes within his control, he will be required to refund to the Sri Lanka Navy all expenses incurred on his training and will be required to enter into a bond to this effect with the Commander of the Sri Lanka Navy acting on behalf of the Government of Sri Lanka.
- (f) Accidents during the training period and long-term disabilities will be covered by the insurance already implemented at the Sri Lanka Navy and the Sri Lanka Navy shall not be liable for any special compensation payment or responsibility.

6. *Pay and Allowances.* - The payments will be made with effect from 01.01.2018 as per the Management Services Circular No. 12/2017. Accordingly,

- (a) Basic Salary - Rs. 25,682.00  
(b) Cost of Living - Rs. 7,800.00  
(c) Uniform Cleaning Allowance - Rs. 255.00  
(d) Hardline Allowance - Entitlement after the basic (Operational Areas) training  
(e) Hardline Allowance - Entitlement after the (Non-Operational Areas) basic training  
(f) Additional Allowances - Special Allowance Rs. 1,000  
- Special additional allowance Rs. 3,000  
(g) Qualification pay - Rs. 637.50

**Note.** - The basic salary of the Cadet Officer is Rs. 32,380 as at 01.01.2020 and the basic salary will be revised annually as follows :

01.01.2018	Rs. 25,682.00	Adjustment allowance
		Rs. 3,080.00

2019.01.01	Rs. 29,031.00	n/a
2020.01.01	Rs. 32,380.00	n/a

7. Entitlement to facilities, allowances and privileges during and after the training period.

- (a) Three sets of Railway warrants per year will be issued free of charge (for officer, spouse and children if applicable)
- (b) An additional set of Railway warrants or imbursement of bus fare for officers living in the base to visit their homes and return to the base. (for areas in which Naval bus transport service is not available).
- (c) Uniforms and ancillary items will be issued free of charge.
- (d) Medical facilities will be provided free of charge.
- (e) The enlistees will be provided with food and accommodation facilities.
- (f) Married officers can apply for Government married quarters based on the vacancies available and married officers who do not occupy married quarters will be entitled to a rent allowance of Rs. 1,600.00 upto Rs. 4,250.00

8. *Instructions to applicants :-*

- (a) Additional subjects will not be considered as G. C. E. (O/L) educational qualifications and the enlistment procedure will give special attention to individual achievements at the national and international level sports activities.
- (b) Applications that do not meet the basic qualifications and educational qualifications mentioned in Section 3 and 4 above will be rejected without any notice.
- (c) Enlistees will be given the opportunity to follow degree courses offered by the General Sir John Kotelawala Defence University or local/foreign degree courses.
- (d) Any candidate who may have a special skill to the service may be considered at the discretion of the Commander of the Sri Lanka Navy even though the candidate may not have the requisite height/chest/weight.

- (e) The selected candidates will be required to comply with regulations and articles already made or may hereafter be made for giving effect to the Language Policy of the Official Language Act, No. 33 of 1956.
- (f) Applications should be in the form of the specimen given below and should be completed clearly in detail and in handwriting. Duly completed applications should be forwarded to Senior Staff Officer (Recruitment), P. O. Box 593, Navy Headquarters, Colombo under registered cover on or before 1200 hrs. on 25th January 2019. Applications that are not sent by registered post will not be accepted. The top left hand corner of the envelope containing the application should bear "Post of Cadet Officer". Applications received after the closing date and time and applications that do not comply with the requirements stipulated in the *Gazette* Notification will not be entertained. For further information please visit the website, [www.navy.lk](http://www.navy.lk) or call 011-2215154.
- (g) No notice will be given regarding the rejected applications. Any complaint with regard to loss or delay of an application will not be considered. Moreover receipt of the application will not be acknowledged.
- (h) Candidates who are in Public Service/Corporations/Boards/Civil Establishments should forward their applications through the Heads of Departments/Corporations/Boards/Civil Establishments with a certificate to the effect that the candidate will be released if selected.
- (i) Candidates will be required to produce the originals of the following documents in the interviews or any other occasion :-
- (1) Certificate of Registration of Birth and a certified copy ;
  - (2) Certificates of educational qualifications required for the branch applied for;
  - (3) School Leaving certificate;
  - (4) Grama Niladari Certificate obtained within six months;
- (5) Certificates of professional/technical experience (if any) gained from a recognized institution ;
- (6) Three recent character certificates. One certificate should be from principal of the school last attended and the other certificate should be from a responsible person who knows the applicant for more than two years or the present employer (if currently employed) ;
- (7) Certificates of sports activities, cadetting etc..
- (8) On every occasion an applicant is summoned for an interview, he should produce his National Identity Card issued by the Department of Registration of Persons.
- (i) Applications of Candidates who fail to produce the documents when requested will not be considered.
- (j) Original certificates or original documents should not be enclosed with the application form and the Sri Lanka Navy will not be responsible for the safety of the originals, if sent by post.
- (k) Any statement in the application which is found to be incorrect will render the applicant liable to disqualification or dismissal when the false statement is revealed before the selection or after the selection, respectively.

#### 9. *Enlistment Procedure* :-

- (a) Candidates who fulfill the above requirements should pass a preliminary medical test conducted by the Sri Lanka Navy. On arrival for the first interview, height, vision and weight will be measured. Candidates whose height, vision and weight are below the standards specified in the *Gazette* Notification will not be interviewed. Candidates so passed will be required to undergo a Physical Endurance Test as mentioned below. Candidates who pass the Physical Endurance Test shall have to appear in an interview as prescribed by the Commander of the Sri Lanka Navy. The candidates thus selected shall appear before an interview board consisting of the Commander of the Sri Lanka Navy and a representative of the Ministry of Defence.

(b) Requirements to pass the Physical Endurance Test :

Exercise	Rounds	Time (Minutes/ Seconds)
1,600m run	–	06-08 minutes
Push up	25 or more	02 minutes
Sit up	25 or more	02 minutes
Arm Bending	05 or more	02 minutes
Standing Board Jump	242cm or more	–
Rope Climbing	–	–
Shuttle Run	–	11 seconds

(c) Candidates selected for the interview will be informed about the date, time and place of such interviews in writing and by post to the address given. Travelling or other expenses will not be paid in this respect.

(d) Candidates likely to be qualified after the final interview will be required to present themselves before a Sri Lanka Navy Medical Board.

(e) Anyone who desires to recommend a candidate should do so by giving him a testimonial. Any form of canvassing or attempt to influence on the selection of a candidate will result in disqualification of such candidate.

(g) Candidates who are found unsuitable for enlistment will not be notified.

(h) Validity of the certificates of educational and professional qualifications produced by the candidates will be verified in co-ordination with the Department of Examinations.

(i) Reports on security clearance of all candidates will be subject to re-examination by the Naval Headquarters.

10. The Commander of Sri Lanka Navy reserves the power to take final decisions on enlistment process of Cadet Officers in the Sri Lanka Navy and upon national security, military and administrative requirements of the Sri Lanka Navy, final decision in making changes to the above requirements and conditions will be at the discretion of the Commander of Sri Lanka Navy.

**Note** : This *Gazette* notification is published in Sinhala, Tamil and English. In the event of any inconsistency between Sinhala, Tamil and English texts of this *Gazette* notification, the Sinhala text shall prevail.

SS RANASINGHE, WWV, RWP, VSV,  
USP, ndc, psc. AOWC  
Vice Admiral,  
Commander of the Navy.

Naval Headquarters,  
P.O. Box 593,  
Colombo 01.

#### APPLICATION FOR SRI LANKA REGULAR NAVAL FORCE - CADET OFFICER

01. Nationality : \_\_\_\_\_.

(State whether a citizen of Sri Lanka by descent or by registration and if registration, quote number and date of certificate)

02. Branch applied for (according to priority) : \_\_\_\_\_.

03. Full Name (as per the National Identity Card) : \_\_\_\_\_.

04. National Identity Card Number : \_\_\_\_\_.

05. Permanent Address : \_\_\_\_\_.

06. Postal Address : \_\_\_\_\_.

07. Date of Birth : \_\_\_\_\_.

08. Age :

Years : \_\_\_\_\_. Months : \_\_\_\_\_. Days : \_\_\_\_\_.  
(As at 25th January 2019):

09. Height : \_\_\_\_\_, (cm)

Chest : \_\_\_\_\_, (cm) Weight : \_\_\_\_\_, (kg)

10. Nearest Police Station to permanent address : \_\_\_\_\_.

11. District : \_\_\_\_\_.

12. Electorate : \_\_\_\_\_.

13. Grama Niladhari Division : \_\_\_\_\_.

14. Telephone Number : \_\_\_\_\_.

15. Civil Status : \_\_\_\_\_.

16. Gender : \_\_\_\_\_.

17. School Attended : \_\_\_\_\_.

18. Particulars of School and/or University attended :

Name of School/ University	Type of Examination	Year of Examination	Subjects passed (including Grading)
	G. C. E (O/L)		
	G. C. E. (A/L)		
	Other :		

19. Particulars of employment after leaving School/ university (if applicable) :

Name and address of employer	Nature of employment	Period of Service	
		To	From

20. Particulars of Parents:-

Full Name	Place of Birth	Occupation	Present Address
Father			
Mother			

21. Any Special qualification for the post :\_\_\_\_\_.

22. Details of available achievements in sports (Give details about competitions and sports teams with dates and achievements reached) :\_\_\_\_\_.

23. Other achievements at School/University or in outside organizations (Give details with dates) :\_\_\_\_\_.

24. Any previous service in the Armed Forces or Volunteer Force or Cadet Corps or Boy Scouts Organization :\_\_\_\_\_.

25. Have you applied earlier to join the Sri Lanka Navy Force or any of the Armed Services or Police, if so give details and the outcome of such applications :\_\_\_\_\_.

26. Have you had a conviction or received a suspended sentence by a civil or military court, if so give details :\_\_\_\_\_.

27. If employed in a Government Department or in the Public Sector/Board/Corporation (including the Central Bank, State Banks, Universities, Civil Organizations controlled by the Government, Companies etc.) reasons for termination of employment :\_\_\_\_\_.

28. Particulars of testimonials :

Name	Designation	Postal Address

29. Declaration to be signed by the applicant :

I declare on my honour that aforesaid details given by me are true and correct to the best of my knowledge and belief. I have read and understood the procedure which will be adopted and the regulations which will apply in respect of those candidates who are selected for Commission in the Sri Lanka Navy, published in the *Gazette* of the Government of Sri Lanka.

\_\_\_\_\_  
Signature of Applicant.

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

12-433

**MINISTRY OF PUBLIC ADMINISTRATION, HOME AFFAIRS AND JUSTICE**

**Field / Office based officers in the Department of Community Based Corrections – Segment 2 Recruitment (Open) to the Post of Community Correction Officers -2018**

APPLICATIONS are invited from suitable Sri Lankan citizens to fill 04 (four) vacancies (for the offices of Kebithigollewa, Hingurakgoda, Siyambalanduwa, Wellawaya) existing in the Post of Community Correction Officer Grade II in the Department of Community Based Corrections. Applications prepared according to the specimen form of application appended at the end of this notification should be sent to reach the Commissioner, Department of Community Based Corrections, No. 35/A, Dr.N.M.Perera Mawatha, Borella, Colombo 08 on or before the date mentioned below by registered post. The top left corner of the envelope containing

the application should clearly bear the words “Recruitment to the Post of Community Correction Officer”.

(a) Closing date of application is 2019/01/15.

**Note.-** Complaints made on the loss or delay of applications and other connected letters in the post will not be considered. The damages caused due to delay in the submission of applications until the closing date shall be borne by the applicant.

01. *Method of Recruitment.*– Recruitment to the vacancy shall be based on the marks of a structured interview conducted by an interview panel appointed by the Commissioner of the Department of Community Based Corrections. The effective date of the appointments will be determined as per the decision of the Commissioner of the Department of Community Based Corrections.

02. *Conditions for engagement in service :*

- (i) This post is permanent and pensionable. You will be subject to any policy decision taken by the Government regarding the pensions scheme in future. You should contribute to the Widows’/ Widowers’ and Orphans’ Pension Scheme.
- (ii) This appointment is subject to 3 years probation period and First Efficiency Bar Examination shall be passed within 03 years from the date of recruitment.
- (iii) Shall acquire the relevant proficiency in other official language in addition to the language in which the officer joined the service, within five years from the date of recruitment to the post as per the Public Administration Circular No. 01/2014. Officers who joined the service in a language medium which is not an official language shall acquire the proficiency in the prescribed language within three (03) years from the date of recruitment and shall acquire the proficiency in the other official language within five (05) years from the date of recruitment. Shall acquire the Second Language Proficiency related to Category II.

(iv) This appointment shall be subject to the Procedural Rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and other departmental orders.

03. *Salary scale.*– In terms of the Public Administration Circular No. 3/2016, MN5-2016 be the initial salary scale.

Rs. 34,605-10 x 660-11 x 755-15 x 930-Rs. 63,460/- (Salary shall be paid according to the Schedule II of the Public Administration Circular No.03/2016).

04. *Educational Qualifications and Professional Qualifications.*– Shall have obtained a special degree in Criminology / special degree in Sociology from a university recognized by the University Grants Commission

OR

A degree in law (LLB) or an Attorney-at-Law of the Supreme Court.

05. *Experience.*– Prior Experience obtained related to the relevant field will be considered as an additional qualification.

06. *Age Limit.*– Shall be not less than 21 years of age and not more than 35 years as at the closing date of application.

07. *Qualifications.*– Every candidate shall be physically and mentally fit to serve in any part of the Island and to perform the duties of the post.

*Other Qualifications :*

- Shall be a citizen of Sri Lanka
- Shall be of an excellent character
- Shall have satisfied the qualifications mentioned in the Notice of calling applications / *Gazette* in all aspects for the recruitment to the post.

08. *Structured interview.*– Marks will be given by an interview panel appointed by the Commissioner of the Department of Community Based Corrections.

09. Marking scheme of the Structured interview:

	<i>Subject</i>	<i>Marks</i>	<i>Maximum Marks</i>
01.	<b>Additional Educational Qualifications</b> I. Post Graduate Degree in Sociology / Criminology / Law II. Other Post Graduate Degrees III. Post Graduate Diploma Courses IV. Diploma courses (duration of which more than 01 year) V. Diploma courses (duration of which more than 09 months)	25 20 15 10 05	25
02.	<b>Additional Professional Qualifications</b> I. Diploma obtained from government recognized institution related to Drug Prevention / Social Works / Counseling or Criminology (05 marks per each ) II. Certificate courses on Social Works/ Drug Prevention and Counseling (03 marks per each)	10	10
03.	<b>Language Proficiency</b> I. Degree followed in other language other than mother language by a University or an institution recognized by the University Grants Commission II. Diploma course on English / Tamil / Sinhala (10 marks per one language other than mother language – for two languages 15 marks) III. Certificate courses on English / Tamil / Sinhala ( 05 marks per one language other than mother language – for two languages 10 marks)	15 15 10	15
04.	<b>Experience obtained related to the relevant field</b> (Experience related to rehabilitation /Probationary / Social welfare / Law / Community Correction) Shall be confirmed by acceptable documents. I. 05 years or more than that II. 04 years or more than that III. 03 years or more than that IV. 02 years or more than that V. 01 year or more than that VI. 06 months or more than that	30 25 20 15 10 05	30
05.	<b>Knowledge on Computer</b> I. Diploma obtained from government recognized institution duration of which is not less than 12 months. II. Certificate Course duration of which not more than 09 months or not less than 06 months. III. Certificate Course duration of which more than 03 months. IV. Other certificates related to computer Literacy	15 10 05 03	15
06.	<b>Performance at the interview</b>	05	05

10. Applications should be in the form of the specimen appended at the end of this notification and prepared on A4 size paper. The applicants shall fill the applications in their own handwriting. Applications not complying with the specimen form of application appended at the end of this notification shall be rejected without any acknowledgement. It would be advisable to keep a photocopy of the completed application form. Receipt of application shall not be acknowledged.

**Note:**

- I. If any candidate unable to furnish the original copies of the certificates mentioned in the application on request, the application will be rejected.
- II. The officers in Public Service / Provincial Public Service and Government Corporations should submit applications through their heads of Departments / Institutions.
- III. Procedural Rules of the Public Service Commission, circulars issued from time to time concerning the Public Service and the conditions in the amendments made there to shall be applicable for this post.  
(In the event of any inconsistency between Sinhala, Tamil and English texts of the *Gazette*, the text in the Sinhala Language shall prevail.)

R.P.S. SAMANKUMARI,  
Commissioner.

Department of Community Based Corrections,  
04th December, 2018.

For office use

RECRUITMENT TO THE POST OF COMMUNITY CORRECTION OFFICER (GRADE II) OF DEPARTMENT  
OF COMMUNITY BASED CORRECTIONS (OPEN) – 2018

01. Personnel Information :

1. Full Name ( Sinhala/ Tamil) : \_\_\_\_\_.  
Full Name (English) : \_\_\_\_\_.
2. Name With Initials ( Sinhala / Tamil) : \_\_\_\_\_.  
Name with Initials (English) : \_\_\_\_\_.
3. Permanent Address ( Sinhala / Tamil) : \_\_\_\_\_.  
Permanent Address (English) : \_\_\_\_\_.
4. Gender (Male / Female) : \_\_\_\_\_.
5. Marital Status (Single / Married) : \_\_\_\_\_.
6. National Identity Card No. : \_\_\_\_\_.  
Date of Birth : Year :  Month :  Date :
7. Age as at the closing date of application :-  
Years : \_\_\_\_\_ Months : \_\_\_\_\_ Days : \_\_\_\_\_.
8. Telephone No. : \_\_\_\_\_.

02. Educational Qualifications :

- Degree : \_\_\_\_\_.  
Name of the University : \_\_\_\_\_.  
Effective date of the degree : \_\_\_\_\_.

No.	Qualification	Name of the Institute	Effective date of the qualification

03. *Other Educational Qualifications :*

No.	Qualification	Name of the Institute	Effective date of the qualification

04. *Professional Qualifications :*

No	Qualification	Name of the Institute	Effective date of the qualification

05. Other Qualifications : .....

06. Experience : .....

07. Certification of the Applicant :

I hereby declare that the particulars furnished by me in this application are true and correct. I am also aware that if any of the particulars in this application is found to be false or incorrect before selection my application will be rejected and I am liable to be dismissed from service without any compensation if any such information is found to be false or incorrect after selection.

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

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

08. *Attestation of the Signature of the Applicant :*

I certify that the applicant Mr/Mrs/Miss ..... is known to me personally and he/she placed his/her signature on ..... in my presence .

\_\_\_\_\_  
 Signature of the Attester.

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

Full Name of the Attester : \_\_\_\_\_.

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

Address : \_\_\_\_\_.

(Place rubber stamp)

09. *Certification of the Head of the Department /Institution :*

Mr./Mrs./Miss ..... submitting the application is employed in this institution and holds a permanent and pensionable/ temporary post and I hereby state that he/she can / cannot be released from service if selected.

\_\_\_\_\_  
 Signature of the Head of the Department /Institute.

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

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

Department/ Institute : \_\_\_\_\_.

(Place rubber stamp)