

# SRI LANKA POLICE

## Post of Woman Sub Inspector (Normal)

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Probationary Woman Sub Inspector of Police in the Sri Lanka Police.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director/ Recruitment, Division No. 375, 1st Floor, Sri Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by the registered post to the above address to reach on or before 17.02.2020 and the post applied for should be marked in the top left hand corner of the envelope enclosing

the application. Delayed applications will not be entertained and no applications will be issued by the Sri Lanka Police.

3. *Salary Scale.*— Rs. 3,93,480 - 7 x 4,440 - 2 x 5,940 - 25 x 7,920 - Rs. 6,34,440. As per the Public Administration Circular No. 3-2016, the above mentioned salary scale will be effect.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above salary scale, they will be paid following allowances :

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*Rs. cts.*

- |  |   |
|--|---|
| (a) Cost of living allowance   | 7,800.00  |
| (b) As per the PA. Cir.03/2016, it is granted 40% of the allowance for the relevant rank   | 13,116.00   |
| (c) Arduous duty allowance   | 2,000.00  |
| (d) Interim allowance  | 2,500.00  |
| (e) Uniform cleaning allowance   | 250.00  |
| (f) Combined allowance   | Rs. 12,000.00 (Maximum areas where special incentives allowance are paid) |
| (g) Combined allowance   | Rs. 11,200.00 (Maximum areas where special incentives allowance are paid) |
| (a) Free transport facilities.   |   |
| (b) Free medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.). |   |
| (c) All uniforms will be provided free of charge.  |   |
| (d) Facilities to improve skill and talents in sports.   |   |
| (e) Travelling expenses for duty and money will be granted as rewards for outstanding and arduous duties.                        |   |

#### 04. *Required Basic Qualifications :*

- (a) *Age Limit.*— The age should be between 18 and 28 years as at closing date of the applications as per the *Gazette* Notification. However Police

Officers currently serving in the Sri Lanka Police are eligible to apply up to the age of 30 years at age as of the closing date of applications.

*(b) Educational Qualifications :*

- \* Should have passed 06 subjects in the G. C. E. (O/L) Examination in one sitting with 04 credit passes including Mathematics and Medium Language ;
- \* Should have passed 03 subjects in the G. C. E. (A/L) Examination in one sitting.

**Note 01.**– The subjects passed at the G. C. E. (O/L) Examination is determined as per the subject classification of Department of Examination *i.e.*– Science subject combination of subject number 41 and 44 is considered as one subject and Maths subject combination of subject number 42 and 45 as one subject.

**Note 02.**– If the written test of Technical subject at the G. C. E. (O/L) Examination is failed, it is considered as the Technical subject is failed even though the practical test of the same subject is passed.

**Note 03.**– Since optional Tamil, English and Sinhala subjects are not included in the stream of G. C. E. (O/L) syllabus, passes in any of these subjects will not be accounted as a passed subjects at the G. C. E. (O/L) Examination.

*(c) Physical Requirements :*

- \* Height 05 feet 04 inches (minimum).

**Note.**– Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided that they have outstanding skills in sports and have achieved excellent performance in sports at national level or have earned reputation for Sri Lanka by participating in an international competition.

*(d) Visual Requirement.*– Vision should not be less than 6/12 in each eye. It is also accepted, if the vision is 6/6 in one eye and 6/18 in the other eye it will be accepted. Colour vision should be normal.

Applicants wearing spectacles or contact lenses will not be eligible.

*(e) Other Qualifications.*– Applicants should be unmarried (Divorcees will be considered as unsuitable). Only this condition will not apply for the Police Officers presently serving in the Sri Lanka Police and who have fulfilled the other qualifications.

*5. Method of Recruitment :*

- \* Selected applicants will have to pass the Basic Qualification Test conducted by the Department of Police. Only those who pass this test must also get through the physical fitness test or endurance test.

1,000 meters 05 minutes 14 seconds

- \* Those who are successful in the physical fitness test will be summoned for the final interview, and those who score 40% or more in the final interview will be summoned for the written test.

The written test consists of two question papers.

- ♦ An essay paper not less than 500 words - 45 minutes.
- ♦ General knowledge and intelligence test paper - 1 hour.

**06. Medical Examination.**– Applicant must pass the medical test before obtaining his appointment. Medical test is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

*07. Background Inquiries :*

- (a)* Inquiries will be conducted pertaining to characters of the applicant, parents and close relations', If the applicants with any of the adverse reports will not be recruited ;
- (b)* Providing false information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

08. *Implementation of Official Language Policy :*

- As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/ Provincial Public Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they enter the service.
- Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the level 2 of the language test conducted by the Department of Official Languages.
- The salary increments of the officers who do not acquire the specific proficiency in the second official language within a period of 05 years from the date of their appointments will be deferred until they obtain qualifications.

09. *Terms of Engagement.* – This post is permanent and pensionable. You are liable to contribute to the Widows'/ Widowers' and Orphans' Pension Scheme.

10. *Conditions of Service :*

- (a) This appointment is subject to a three years probation period ;
- (b) The selected applicants will be required to comply with any rules already made or may hereinafter be made to give effect to the official language policy;
- (c) They will be subjected to comply with the relevant provisions of the Establishment Code Volume I and II, Financial Regulations, Departmental Orders, and any other orders that may be issued by the Inspector General of Police or by the Government from time to time;
- (d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable to be removed from the Police Service ;
- (e) Permission will not be granted to marry prior to the confirmation in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and

I. G.'s Circular No. 1952/2006 of 19.10.2006 and circular (amended) dated 09.08.2007, it is possible to marry under special circumstances and with the permission of Inspector General of Police ;

- (f) Applicants appointed after the training should serve as probationary period of 03 years in the Sri Lanka Police and if they wish to resign from the service before their probation is over, they should sign a consent agreement to the effect that they are willing to pay any amount which was incurred on the training and uniforms etc., together with any other prescribed payments at the time of tendering their resignations. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;
  - (g) Probationary Sub Women Inspectors should subscribe affirmation/oath to the effect that they comply with the Police Code of conduct immediate after commencing their training in terms of the I. G. P.'s Circular, No. 1693/2003 ;
  - (h) Probationary Sub Women Inspectors should subscribe the Oath of allegiance for a prestigious public service, immediate after commencing their training in terms of the I.G.P.'s Circular, No. 1804/2004 ;
  - (i) Probationary Sub Women Inspectors who have been confirmed in the post will have opportunities for promotions in terms of the approved schemes of promotions of the Sri Lanka Police.
- 11.(a) Attention is invited to the general conditions applicable to appointments to posts in the Public Service published at the beginning of the Section (11A) of the Part I of this *Gazette* ;
- (b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.
12. Applicants should annex copies of the following documents to their application (originals must not be forwarded) :
- (i) Birth Certificate ;
  - (ii) Two recent testimonials of character (obtained from persons who are not related) ;
  - (iii) Certificates in support of educational qualifications ;

(iv) Certificates in support of sports with outstanding records or other extra curricular activities ;

(v) A photostat copy of the service experience (if available) ;

(vi) A photostat copy of the Identity Card.

13. (a) Applicants who are already in the Public Service must forward their applications through the Heads of their respective Departments and they must be accompanied with a certificate stating that the officer can be released if selected.

(b) Applicants must fill the required particulars in their own hand writing on a paper 11" x 8" in size and post them together with the copies of certificates, called for to the address given in paragraph two and under no circumstances should applications be handed over personally to any officer.

14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

**Note.**— No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

C. D. WICKRAMARATNE,  
*Acting Inspector General of Police.*

For office use 2x1 <sup>1</sup>/<sub>2</sub> inches

SRI LANKA POLICE (NORMAL)

POST OF PROBATION WOMAN SUB INSPECTOR OF POLICE

SPECIMEN APPLICATION FORM

01. (a) Name in full (in block letters) : \_\_\_\_\_.  
(As stated in the applicant's Birth Certificate)

(b) Name with initials : \_\_\_\_\_.

(c) Post applied for : \_\_\_\_\_.

02. National Identity Card No. : \_\_\_\_\_.  
(Copy of the NIC should be attached)

03. Father's name in full : \_\_\_\_\_.

04. Place of birth of the applicant : \_\_\_\_\_.

Divisional Secretariat to which the place of birth belongs : \_\_\_\_\_.

Province : \_\_\_\_\_.

05. (a) Present address : \_\_\_\_\_.

(b) Police Station to which the present address belongs : \_\_\_\_\_.

(c) Permanent Address : \_\_\_\_\_.

(d) Police Station to which the permanent address belongs : \_\_\_\_\_.

(e) Mailing Address : \_\_\_\_\_.

(f) Grama Niladari's Division to which permanent address belongs : \_\_\_\_\_.

Divisional Secretariat : \_\_\_\_\_.

(g) Telephone No. (Residence) : \_\_\_\_\_.

Mobile No. : \_\_\_\_\_.

06. (a) Nationality : \_\_\_\_\_.

(b) Whether you are a Sri Lankan citizen by birth or registration : \_\_\_\_\_.

(If by registration attach copies of certificate)

(c) If you are citizen by birth state the place of birth :—

(i) Applicant : \_\_\_\_\_.

(ii) Applicant's father : \_\_\_\_\_.

(iii) Applicant's paternal grandfather : \_\_\_\_\_.

(iv) Applicant's paternal great grand father : \_\_\_\_\_.

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

(Copy of the birth certificate should be attached)

Age : \_\_\_\_\_.

(As at the closing date of applications as per the *Gazette* Notification) :

Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.

08. Height : Feet : \_\_\_\_\_. Inches : \_\_\_\_\_.

09. Educational qualifications (mention the examinations passed and the copies of the certificates should be attached) : \_\_\_\_\_.

10. Additional qualifications (Copies of the certificates should be attached) : \_\_\_\_\_.

11. Civil status : \_\_\_\_\_.

12. (i) Present employment : \_\_\_\_\_.

(ii) Are you a member of any armed force ? : \_\_\_\_\_.

13. Do you have special skills and/or qualifications :——.

14. Give names and addresses of two non-related referees to inquire about you :

(i) ——.

(ii) ——.

15. Have you served in the Sri Lanka Police Service before ? (If so mention rank and regiment No. ....) and what are the reasons for leaving the service ? Give details :——.

16. (a) Are you serving in any armed service ? (If so your application must be forwarded through the respective Service Commander) :——.

(b) Have you served in an Armed service ? (If so attach a copy of your discharge certificate) :——.

17. (a) Are you serving in a Volunteer Armed Service ? (If so, your application must be forwarded through the respective Service Commander) :——.

(b) Have you served in a Volunteer Armed service ? :——.  
(If so attach a copy of your discharge certificate)

18. Have you been arrested on suspicion of having committed an offence ? Have you been, convicted or brought before the court or punished (If so give details) :——.

19. Has any of your relation been arrested on suspicion of having committed an offence or convicted or brought before the court or punished (If so give details) :——.

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.

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

Date :——.

20. Certification of the Head of Department (If applicable) :

This is to certify that the applicant Mr./Miss ..... is serving in ..... the Department Corporation/ Board and if he is selected for the above post, he could be released from service.

\_\_\_\_\_,  
Signature of the Head of the Department  
with the Designation seal.

Designation :——.

Date :——.

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