

- N. B.– (i) Part IV(A) of the *Gazette* No. 2,165 of 28.02.2020 was not published.
(ii) The list of Jurors in Kegalle District Jurisdiction area in year 2020 has been published in Part VI of this *Gazette* in Sinhala, Tamil and English languages.



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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 2,166 – 2020 මාර්තු මස 06 වැනි සිකුරාදා – 2020.03.06
No. 2,166 – FRIDAY, MARCH 06, 2020

(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)

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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 27th March, 2020 should reach Government Press on or before 12.00 noon on 13th March, 2020.

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, 2020.



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 EXAMINATION CANDIDATES

All examination candidates are bound to act in compliance with the provisions of the Public Examinations Act, No.25 of 1968 which was amended by No.19 of 1976 and other rules and regulations imposed from time to time.

The following conditions and restrictions are hereby imposed through the Sentence No. 20 of the Public Examinations Act, No.25 of 1968 which was amended through No.19 of 1976 as per the powers assigned to the Commissioner General Examinations.

All examination candidates are bound to abide by the rules given below and a candidate who violates any of these rules is liable to one or more of the following penalties mentioned below at the discretion of the Commissioner General of Examinations.

- I. Debaring to appear for the whole examination or part of it which was under investigation.
- II. Disqualifying from one subject or from the whole examination which was under investigation.
- III. Imposing lifetime ban for all the examinations conducted by the Department of Examinations, Sri Lanka.
- IV. Debarment from appearing for examinations conducted by the Department of Examinations, Sri Lanka for a certain period of time.
- V. Issuing a letter with suspended debarment of examination.
- VI. Suspension of the certificate for a specific period.
- VII. Handing over the examination candidate to the police to file a criminal case under the Public Examinations Act or complaining the police regarding such act.
- VIII. When the examination candidate is a government employee, reporting the appointing authority of such examination candidate (to take disciplinary actions) regarding the conduct of such examination candidate.

The Commissioner General of Examinations reserves himself the right to take actions with respect to such examination candidate prior to, during or after the examination or at any stage. His decision with respect to that should be deemed final.

1. Every examination candidate should act in the examination hall and at the examination premises in such a manner that any disturbance or obstruction should not take place for the examination supervisor and his staff as well as for other examination candidates. Moreover, examination candidates should not vandalize the property of the examination premises or damage the private property of the examination staff.

2. Examination candidates should act in compliance with the instructions given by the examination supervisor and his staff when the examination is in progress and before the commencement of the examination as well as immediately after the end of the examination.

3. No examination candidate will be admitted to the examination hall after the lapse of half an hour subsequent to the commencement of the question paper at an examination. Also, no examination candidate will be permitted to leave the examination hall until the examination ends. Actions should be taken to participate for practical tests or oral tests on time.

4. Every examination candidate should sit on the seat reserved for him/her bearing the respective Index Number and not any other seat. Unless with the special permission of the examination supervisor, no candidate should change his/her seat. The occupation of a seat other than the one assigned to him/her is liable to be considered as an act committed with dishonest intention.

5. Absolute silence should be maintained in the examination hall. A candidate is forbidden to speak to or to exchange messages or to have any dealing with any person within or outside the examination hall for any matter other than a member of the examination hall staff.

6. Since the answer script of an examination candidate will be solely identified through the candidate's Index Number, it is completely prohibited to write one's name on the answer script, put a certain mark or note to distinguish the answer script, write indecent or unnecessary things on the answer script and attaching currency notes with the answer script. Further, writing other examination candidate's Index Number on one's answer script could be considered as an attempt to commit a dishonest act. Answer scripts bearing Index Numbers those are difficult to decipher are liable to be rejected.

7. Examination candidates should not write on question paper or desk or any other place except on the papers (papers given to answer with the invigilator's short signature and the date with regard to the day on which the examination is conducted) supplied at the examination hall. Acting non-compliance with these instructions will be considered as an act committed with dishonest intention.

8. Any paper or answer books supplied to examination candidates should not be torn up or crushed. Each and every sheet of paper used for rough work should be clearly crossed out and attached to the answer script or submitted with the answer script at the end of the examination or the candidate should do the needful as per the given instructions. It is forbidden to take out anything written inside the examination hall. If a question has been answered twice in two different places, the unnecessary answer should be clearly crossed out.

9. It is forbidden to take out the papers or any other material supplied to answer at the examination out of the examination hall. All such materials are belonged to the Commissioner General of Examinations and breach of this rule will be considered as a punishable act.

10. When examination candidates appear for the examination in the examination hall, they should not keep in their possession or by their side other note books, papers with notes or paper pieces except the stationery supplied to them for answering at the examination and the materials which were authorized in written for each examination. Also, keeping mobile phones, electronic communication instruments/ devices in one's possession or by one's side and obtaining assistance from external parties through such instruments/devices and sending information to other parties and social media while the examination is in progress are considered to be dishonest acts and punishable offences.

11. In case electronic communication instruments/devices are revealed to be used for the purposes mentioned in the above paragraph no. 10, such instruments/devices will be taken into the custody of the Commissioner General of Examinations until the investigations are concluded.

12. After sitting in the examination hall, an examination candidate is strictly forbidden to keep any unauthorized material or instrument in his/her possession prior to the examination or when the examination is in progress. In case the supervisor or the examination staff orders, each candidate is bound to declare everything he/she has with him/her and get them

checked. Breach of these requirements should be considered as an attempt to commit an act of dishonesty.

13. It is an offence, in case a candidate copies or attempts to copy from the answer script of another candidate or a book or a script or a paper containing notes or through signals or any other source or acts dishonestly. Also, helping another candidate and getting help from another candidate or a person or exam staff are also offences and every completed answer sheet should be kept underneath the sheet on which the answer is being written. Writing papers 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 after the commencement of the examination. However, in case an examination candidate needs to leave the examination hall to use the lavatory/ urinal, the candidate will be permitted to go outside for a brief period under the surveillance of an officer belongs to the assistant staff of the examination supervisor. He/ She shall be subject to search before leaving the examination hall as well as when re-entering it.

15. Impersonation before commencement of answering at the examination hall or after, is a punishable act. Tampering with identity cards or presenting false identity cards is considered to be an act of dishonesty.

16. Assistance given to a candidate in an improper and dishonest manner by a candidate or a person, who is not a candidate, is considered to be a serious offence.

17. Examination candidate should adhere to the following instructions.

- I. Every examination candidate should take actions to get the signature in their admission paper attested and get the subjects amended prior to the examination, after inquiring the Department of Examinations, Sri Lanka in case there is any discrepancy between the subjects applied and the subject indicated in the admission paper.
- II. It is appropriate to arrive the examination hall, half an hour prior to the commencement of the examination and if you are not quite certain of the location of the examination hall, make inquiries on a day prior to the date of examination and be sure of its exact location.
- III. Candidate should produce their identity cards and get their identities confirmed at every paper they sit when appearing for the examination.
 - (a) Actions will be taken to cancel the candidature in case a candidate fails to produce the identification documents at the examination hall and in case a candidate forgets to bring such documents into the examination hall, that fact should be brought to the notice of the supervisor and arrangements should be made to produce them before the examination ends.
 - (b) Every candidate should be in the examination hall during the examination period in such a way that his/her face should be clearly recognizable to display his / her identity in a clearly visible manner.
- IV. Examination candidates should keep their ears openly and in a clearly visible manner so as to confirm that they are not using electronic communication instruments/ devices like Bluetooth.
- V. No paper other than those issued at the examination hall should be used for answering questions. Excess paper and other materials should be left on your desk in good condition in a reusable manner.
- VI. Examination candidates should bring their own pens, pencils, erasers, foot rulers, geometrical instruments, boxes of coloured pencils and boxes of coloured chalks, etc.
- VII. When you start answering, you should promptly write down the Index Number clearly on the answer book used and each sheet of paper. Write answers clearly and legibly on both sides of the paper. You should leave at least a single blank line after providing the answer to a part of a question before starting to answer the next part of such question. You should provide answers in a fresh page for each question.
- VIII. The left-hand margin of the answer sheet is set apart to enter the question number. Since the right-hand margin is reserved for the examiner's use, nothing should be written there. Actions should be taken to number the questions you answered correctly as incorrect numbering leads to confusion.
- IX. When mathematical questions are answered, give all details of calculations and any rough work in their serial order as part of the solving of the sum. The sketches and diagrams drawn in the relevant places should be accurate and sufficiently large.
- X. You should read carefully the instructions given at the head of the questions paper with regard to the compulsory questions and the other questions which should be selected. Marks will not be granted for answers provided disregarding the given instructions in the question paper.
- XI. At the end of answering for each question, in addition to the answer book used, the answer sheets should be collected according to the page number and then should be tied/ attached at the top left-hand corner in a non-detachable manner. Make sure whether you have attached all the answer sheets prior to handing over the answer script. Any answer sheet taken out of the examination centre will not be evaluated after the handing over of such answer scripts.
- XII. Your answer script should be handed over to the examination supervisor or to an officer of his/her staff. You should remain in your seat until the answer scripts are collected. Failure to do so may result in the loss of your answer script and your being treated as an absentee for a certain subject.
- XIII. If it becomes necessary for you to speak to the examination supervisor or an officer of his/her staff due to a certain matter, you should sign him by tapping two times on the desk without disturbing others.

Commissioner General of the Examinations.

At the Department of Examinations, Sri Lanka,
Pellawatta,
Battaramulla.

Examinations, Results of Examinations & c.

PUBLIC SERVICE COMMISSION

Ministry of Finance, Economy and Policy Development

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA INLAND REVENUE SERVICE - 2019/2020

APPLICATIONS are called from the qualified citizens of Sri Lanka for Open Competitive Examination for the recruitment to the Posts in Grade III of Sri Lanka Inland Revenue Service.

1. In this notice “Secretary” shall mean the “Secretary to the Ministry in Charge of the subject of Monetary Administration”, “Service” shall mean the “Sri Lanka Inland Revenue Service” at the instances not specified in other way.

2. The appointments through this examination shall be made to Grade III of Sri Lanka Inland Revenue Service. Recruitments shall be made upon the results of a Written Examination and a General Interview.

Date of Examination.— The examination will be held in June 2020 in Colombo by the Commissioner General of Examination. The Secretary reserves the right to postpone or cancel the Examination subject to the instructions of Public Service Commission.

3. Number of persons to be appointed is 71. The effective date of appointment shall be determined on the order of the Public Service Commission.

4. Conditions of Service :

4.1 A selected candidate shall be appointed to the Grade III of the service on the general conditions governing appointments in the Public Service and on the terms and conditions set out in the minute of Sri Lanka Inland Revenue Service published in the *Extraordinary Gazette of the Democratic Socialist Republic of Sri Lanka* No. 1804/50 of 05.04.2013, and subject to any amendments made or to be made hereafter to the service minute, provisions of the Establishment Code and Financial Regulations and Public Service Commission’s Procedural Rules published in the *Gazette Extraordinary* No. 1589/30 dated 20.02.2009.

4.2 This post is permanent and pensionable. You are subjected to the policy decisions taken by the Government in the future regarding the pension scheme you are entitled to. Further, you shall contribute to the Widows’ & Orphans’ Pension Fund/Widowers’ & Orphans’ Pension Fund. You shall pay contributions to this fund as declared by the Government from time to time.

4.3 This appointment is subjected to a probation period of 3 years. If an officer appointed whose appointment has been confirmed in the public service or in Provincial Service, he or she shall be subjected to one year acting period. 1st Efficiency Bar Examination shall be passed as mentioned in the service minute within 03 years from the date of recruitment to the Grade III of Sri Lanka Inland Revenue Service as mentioned in the Service Minute.

4.4 Prescribed Official Language Proficiency shall be obtained within 05 years of joining the service in terms of the Public Administration Circular No. 01/2014 and consequent circulars.

5. *The Salary Scale.*— As per the Schedule 1 of the Public Administration Circular No. 03/2016 dated 25.02.2016 monthly salary scale entitled to this post is Rs. 47,615 -10x1,335 -8x1,630 - 17x2,170-10x 750 - Rs. 110,895 (SL-01-2016). The payment of salary to you shall be made as per the Schedule II of the above circular.

6. Qualifications for Recruitment :

- (a) (i) Shall be a citizen of Sri Lanka,
(ii) Shall have an excellent moral character,
(iii) Shall be physically and mentally fit to discharge the official duties of this post any part of the country,
(iv) No person ordained in any religious sect shall be permitted to sit for the Examination.
(v) No person is allowed to sit the Open Competitive Examination for more than Two (2) sittings. (Number of sittings at the examinations to recruit Grade II/II of Sri Lanka Inland Revenue Service under previous service minute will not be considered).

(vi) Requisite qualifications for this examination shall have been completed in every aspect by on or before the application closing date.

(b) *Educational Qualifications* :

(a) (i) Shall have possessed a degree with first class or second class from a university recognized by the University Grant Commission or an institution recognized by the University Grant Commission as an institution for awarding degrees ; or

(ii) Being a Supreme Court Lawyer or,

(iii) Being a Chartered Accountant.

Note.– Effective date of the qualification in i, ii, iii shall be a date on or before the application closing date.

(c) *Age.*– Shall not be less than twenty two (22) years of age and not have reached 28 years of age on the application closing date (Therefore the eligibility of age shall be completed if only the birthdate of the applicant falls on or before 06/04/1998 and or after 06/04/1992 only).

* The maximum age limit for the employees of Public and Provincial Service is Thirty five (35) years.

7. *Method of Recruitment* :

7.1 *Written Examination* :

A written examination of three (03) question papers including the following subjects shall be held. Subjects and the minimum marks that shall be obtained for each subject are as follows:

<i>Subject</i>	<i>Marks</i>	<i>Minimum marks that shall be obtained for a pass</i>
1. Comprehension	100	40
2. General Intelligence	100	40
3. General Knowledge	100	40

7.1.1 *Syllabus of the written examination* :

Subject No. 01 - Comprehension :

This paper shall be consist of two parts. Each part shall be obtained equal marks.

Part 1 - It shall be included with writing of an essay and a summary.

Part II - This part shall be consisted with several texts that are formed to examine the coherence of the candidate regarding the language. Candidates are instructed to express the meaning in one sentence or to write descriptive notes on the underline words or to select the most suitable statement from alternative section or to select the accurate answer from the answers for the given questions in associate of these texts. It is required to answer all the questions.

(Duration 2 hours - 100 marks)

Subject No. 02 - General Intelligence - This paper shall be formed with purpose of assessing the candidate's capacity of logical, interpretation and analytical skills and the skill of accurate presumption. This shall be consisted with 50 questions which are multiple choice question and short answer questions and it is required to answer all the questions.

(Duration 1 hour - 100 marks)

Subject No. 03 - General Knowledge: It is expected to assess the subject related knowledge of the candidate on geographical, political, economic, social and cultural, environmental including the environment of Sri Lanka and the contemporary important circumstances and the scientific and technological developments internationally related. It is required to answer all the questions.

(Duration 2 hours - 100 marks)

7.2 *General Interview* :

(i) The general interview shall held to verify whether the candidate has satisfied qualifications for recruitment mentioned in No. 06 above and whether such qualifications fall within the prescriptions made in the

same and verify the physical proficiency of the candidate.

- (ii) The General Interview will be held after the issuance of results of the written examination and no marks shall be offered here.
- (iii) The general interview board is appointed by the Public Service Commission.
- (iv) Candidates who secure highest marks according to aggregate of marks from all the subjects out of the candidates who secure at least 40% of marks or above for each subject shall become qualified to appear for the general interview. Public Service Commission has determined to call a number of candidates from among the qualified candidates for the interview as per the order of the competency they received from the written examination and according to the precised number to be recruited. At the instances where the number of eligible candidates is not similar to the decided number as above only the qualified candidates shall be called for the general interview.

N. B.– (Opportunity given to a candidate for appearing for the interview does not necessarily mean that the candidate has possessed qualifications to be awarded an appointment).

7.3 Appointment shall be made to Grade (III) according to merits beginning from qualified candidates who have scored highest marks as per the total marks obtained at the written examination by the number of candidates expected to be an appointed according to the existing vacancies.

8. *Medium of the Examination :*

- (a) The examination will be held in Sinhala, Tamil and English.
- (b) A candidate shall sit the examination in the language in which he passed the qualifying degree examination or in the official language.

(c) A candidate who has passed subjects at the qualifying degree examination in two or more languages, shall sit the examination in the language in which he passed the majority of subject at such examination or in an official language.

(d) A candidate with a special degree who has passed the principal subject in one language and the subsidiary subject in another language shall sit the examination in the language in which he passed the principal subject or in an official language.

Note :

- (i) The term “qualifying degree” in (a) and (c) above refers to the degree or professional qualifications referred to in Paragraph 6(b).
- (ii) A candidate must sit all the papers of the examination in one and the same language.
- (iii) A candidate will not be permitted to change the language medium of the examination, indicated in the application.

09. *Conditions of the Examination :*

I. The application shall be in the form of specimen attached to the notice and should be prepared by the candidate himself using both sides on a paper of size 8 1/2" x 12" (A4). Computer processed and type written applications could also be utilized for this. It should be especially concerned that the application forms should be so prepared that the headings 1.0 to 2.12 appear on the 1st page, 3.0 to 6.0 appear on the 2nd page and the rest on the 3rd page of the paper. Applications that do not comply with the specimen, and that are not completed in every aspect shall be rejected without any notice. (It is advisable to keep a photocopy of the application with the candidate). It is the responsibility of the applicant to make sure that the application form perfected by him/her complies with the specimen indicated in the Examination Notice otherwise the application might be rejected.

II. The completed application for the examination should be sent by registered post to reach the “Commissioner-General of Examinations (Organization and Foreign Examination Branch, Department of Examinations - Sri Lanka, P. O. Box, 1503, Colombo” on or before 06.04.2020. The words “Open Competitive Examination for

Recruitment to Grade III of the Sri Lanka Inland Revenue Service, 2019/2020) should be clearly indicated as the name of the examination on the top left-hand corner of the envelope enclosing the application. Any application received after the closing date will not be accepted. It is essential to mention the name of examination in English language as well in applications prepared in both Sinhala and Tamil mediums.

III. The Examination Fee is Rs. 1,200.00. It should be paid to any post office in the Island to be credited to Revenue Head 20-03-02-13 of Commissioner General of Examinations before the closing date. The receipt received from the post office should be pasted in the relevant cage of the application form. This fee is nonrefundable. It is advisable to keep a photocopy of the receipt with the candidate. Money orders or Stamps will not be accepted for Examination Fees.

IV. Signature of the candidate in the application should have been attested by a principal of a Government School, a justice of peace, a Commissioner of Oaths, Attorney at Law, Notary Public, Commissioned officer in the armed forces, an officer holding a *Gazette* post in the Police Service or an officer who is holding a permanent post in the public service. Signature of the employees of public and Provincial Service should be attested by the Head of their Department.

V. Any application, which is not complete in every aspect, is liable to be rejected. Complain about any loss or delay of an application on post will not be considered.

VI. Receipt of application will not be acknowledged. A notice will be published in the newspaper by the Department of Examinations 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. When informing, the name of the examination applied for, full name, address and the NIC number of the candidate shall be indicated. It would be advisable for candidate outside Colombo to fax a letter of request along with a fax number of the candidate to the Department of Examinations through the fax number mentioning the notification for sending a copy

of the admission. Further, it would be advisable to keep a copy of the application, copy of the receipt relevant to payment of examination fee and the receipt of registration of the application to prove any information requested by the Department of Examinations.

VII. The Commissioner - General of Examinations shall issue admission cards to all candidates on the assumption that only the applicant who has completed the qualifications mentioned in the *Gazette* notice have applied, whose applications forwarded within the age limit indicated in the notice and forwarded the application within the relevant receipt having paid the due examination fee on or before the closing date and with the language medium, applicant's signature and the certification of the signature (with the certification of the Head of the Department if only it is relevant) and are perfected accurately. A candidate who fails to produce his admission card shall not be permitted to sit the examination.

VIII. A candidate must sit the examination at the examination hall assigned to him. Every candidate must get his signature attested in advance and hand over the admission card to the supervisor on the first day he presents himself for the examination. A set of rules to be observed by all candidates is published at the beginning of *Gazette*. Candidates are subjected to rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and they are liable to be subjected to punishment imposed by him/her for breach of these rules.

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

10. *Identity of Candidates.* – A candidate will be required to prove his identity at the examination hall to the satisfaction of the supervisor for each subject he offers. For this purpose, any of the following documents shall be accepted :

- (a) National Identity Card,
- (b) A valid Passport,
- (c) A valid Sri Lankan Driving License.

As well the candidates should enter in to the examination hall without covering their face or two ears so as to confirm their identity. No candidate is allowed to enter in to the

examination hall who rejects to confirm their identity in that manner. Further they should appear in the examination hall from the time they entered in and until they leave the hall after the completion of the examination without covering their face and two ears so as to be identified by the examination authorities.

11. *Results*.– The results sheet prepared as per the merits on the total marks received by the qualified candidates in the examination according to the 14.1 of the *Gazette* notice shall be forwarded to the Public Service Commission. All the candidates of the examination shall be informed personally on their marks or the marks shall be published on the www.results.exams.gov.lk website.

12. *Penalty for furnishing false information*.– If a candidate is found to be ineligible, his candidature is liable to be cancelled at any stage prior to, during or after the examination, if it is found that a candidate has furnished information with knowledge that they are false, or if he/she has willfully suppressed any material fact, he/she shall be liable for dismissal from the Public Service.

13. Any matter not provided for in these regulations will be dealt with as determined by the Secretary subject to the instructions given by the Public Service Commission.

14. In case an inconsistency among the matters in Sinhala, Tamil and English notifications, Sinhala notification shall come into force.

On the order of Public Service Commission,

Secretary,
Ministry of Finance, Economy and Policy Development.

Ministry of Finance, Economy and Policy Development,
Colombo 01,
08th January, 2020.

For Office use

ශ්‍රී ලංකා දේශීය ආදායම් සේවයේ III ශ්‍රේණියට බඳවා ගැනීමේ විවෘත තරග විභාගය - 2019/2020

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA INLAND REVENUE SERVICE - 2019/2020

APPLICATION

1.0 Medium :
2.0 Language medium of the examination :
Sinhala 2
Tamil 3
English 4
(Indicate the relevant number in the cage)

2.0 Personal Information :

2.1 Name in full (in English Block Capitals) :———. (Eg. : HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDANA)

2.2 Name with Initials at the end :———. (In English Block Capitals) (Eg. : GUNAWARDHANA, H. M. S. K.)

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

2.4 Permanent Address (In English Block Capitals) (Admission card will be posted to this address) :_____.

2.5 Permanent Address (In Sinhala/Tamil) :_____.

2.6 Gender :

Male - 0 (Indicate the relevant number in the cage)
Female - 1

2.7 Civil Status :

Unmarried - 1 (Indicate the relevant number in the cage)
Married - 2

2.8 Ethnic Group : (Indicate the relevant number in the cage)

(Sinhala - 1, Tamil - 2, Indian Tamil - 3, Muslim - 4, Other - 5)

2.9 National Identity Card Number :

2.10 Date of Birth : Year : Month : Date :

2.11 Age as at the date of fulfilling of qualifications :

06.04.2020 : Years : Months : Days :

2.12 Telephone Number :

3.0 Educational Qualifications :

(i) Effective date of the Degree or the Professional Qualification :_____.

(ii) University/Institution :_____.

(iii) Registration Number :_____.

(iv) External/Internal :_____.

(v) Degree/Professional Qualification :_____.

(vi) Subject/Subject field :_____.

(vii) Class :_____.

(viii) Upper/Lower :_____.

(ix) Examination Index Number :_____.

(x) Medium sat for the examination :_____.

4.0 Officers in Public Service or Provincial Public Service :

(i) Present Post or Service :_____.

(ii) Grade :_____.

(iii) Date of Appointment:_____.

(iv) date of confirmation in the Post :_____.

(v) Period of Service :_____.

5.0 Paste the cash receipt properly here :

(Paste the cash receipt securely here (It would be advisable to keep a photocopy of the receipt with the candidate))

6.0 Declaration of the Candidate :

I declare that information given in this form is true to the best of my knowledge and believe and that I have affixed the receipt No. dated being the payment of the examination fee. I also agree to be bound by the rules governing the examination and any decision that may be taken to cancel my candidature prior to, during or after the examination, if it is found that I am ineligible according to the regulations of this examination. Further I agree to be bound by the rules and regulations imposed by the Commissioner General of Examinations as conducting of the Exam.

_____,
Signature of the Applicant.

Date :_____.

7.0 Attestation of the applicant's signature - (para 8(d) of the *Gazette* Notification) :

I hereby certify that (full name) who submits this application is known to me personally, that he/she has paid the prescribed examination fee and affixed the relevant receipt herein. He/She placed his/her signature in my presence on

_____,
Signature of the Officer attesting the Signature.

Date :_____.

Name in full of the Officer attesting the signature :_____.

Designation :_____.

Address :_____.

(to be certified by placing the Official Stamp)

8.0 Certification of the Head of the Department (only for the candidates in Public Service and Provincial Public Service) :

I recommend and forward the application of Mr./Mrs./Miss. I would like to inform that he/she is employed in this Ministry/Department as a permanent employee and he/she has not subjected to any disciplinary punishment and that, if he/she is selected for this post he/she can be released from service.

_____,
Signature of the Head of the Department.

Date :_____.

Name in full of the Officer attesting the signature :_____.

Designation :_____.

Address :_____.

(to be certified by placing the Official Stamp)

**MINISTRY OF PUBLIC ADMINISTRATION,
HOME AFFAIRS AND PROVINCIAL COUNCIL
& LOCAL GOVERNMENT**

**Efficiency Bar Examination for Officers in
Grade I of Grama Niladhari Service - 2019(2020)**

1.0 IT is hereby notified that an Efficiency Bar Examination for the officers in Grade I of Grama Niladhari Service will be held by the Commissioner - General of Examinations in the month of May 2020 as per the approved service minute of Grama Niladhari Service, and the applications are hereby called for the time.

2.0 This examination for officers in Grade I of the Grama Niladhari Service will be held in Colombo, Kandy, Galle, Matara, Jaffna, Mannar, Mullaitivu, Trincomalee, Batticaloa, Kurunegala, Anuradhapura, Badulla, Ratnapura and Killinochchi. Examination will be held only in the towns determined for the purpose. The list of relevant towns and town numbers are given in the table below. The relevant section of the application should be filled by referring to the table of towns and town numbers given below. It will not be allowed to change subsequently the town/ towns indicated. Any centre mentioned above can be cancelled due to insufficiency of candidates and the candidates can be directed to a nearby centre. Further, when there is no sufficient number of applicants applied for the examination to be held in all proposed towns or majority of them, the Commissioner General of Examination will take necessary action to hold the examination only in Colombo.

Town	Town No.
Colombo	01
Kandy	02
Galle	03
Matara	04
Jaffna	05
Mannar	06
Mullaitivu	07
Trincomalee	08
Batticaloa	09
Kurunegala	10
Anuradhapura	11
Badulla	12
Ratnapura	13
Killinochchi	14

3.0 (i) This examination will be conducted by the Commissioner-General of Examinations and the candidates will be bound by the rules and regulations imposed by him with regard to the same.

(ii) The rules and regulations for candidates have been separately printed in the *Gazette* Notification. Candidates will be subjected to any punishment imposed by the Commissioner-General of Examinations for violation of these rules and regulations.

4.0 *Eligibility*.– Officers who have been appointed to posts in Grade I of Grama Niladhari Service as per the Procedure of Recruitment effective from 29.09.2010 are eligible to appear for this Examination.

5.0 *Examination Procedure*.– Candidates should sit for a written examination, which will consist of the following subjects :-

Subject	Subject No.	Marks	Durations	Pass Mark
Office systems, General conduct and discipline in the Public Service	1	100	1 1/2 hours	40%
Subject related Studies and Professional Knowledge	2	100	1 1/2 hours	40%

5.1 *Office Systems, General Conduct and Discipline in the Public Service* :

Office Systems :

This paper is intended to test the candidate's knowledge of office systems adopted in government offices and Grama Niladhari Offices and his/her ability of practical application of the knowledge.

General conduct and Discipline in the Public Service :

The candidates' knowledge on delegation of power on disciplinary matters according to the regulations of Public Service Commission, termination of service, regulations with regard to sending on retirement and provisions in Chapter XLVII and XLVIII in Volume II of the

Establishments Code on general conduct and disciplinary procedures and circulars issued at present in relation to the above will be tested.

This paper consists of two parts,

Part I- A paper of multiple-choice questions, duration is 30 minutes. (25 marks)

Part II- A paper consisting of 05 semi structured essay type questions. All 05 questions should be answered. Duration is 1 hour. (75 marks)

5.2 *Subject related Studies and Professional Knowledge*

The knowledge of the officers on duties entrusted to Grama Niladharies by various rules and regulations, Ministries, Departments, Provincial Councils and other statutory institutions of the government shall be tested and further a case study will be given to the candidate on matters relevant to the subjects.

Part I- A paper of multiple-choice questions, duration is 30 minutes. (25 marks)

Part II- A paper consisting of 05 semi structured essay type questions. All 05 questions should be answered. Duration is 1 hour. (75 marks)

6.0 The examination will be held only in Sinhala and Tamil medium and candidates should answer question papers in the language medium in which they sat for the entry examination to the relevant service or in an official language. In case of candidates who entered the service without a Competitive Examination, both papers should be answered in the language medium of their education or in an official language. It will not be allowed to change the language medium of examination applied for, subsequently.

7.0 Officers may appear separately for each subject and at different occasions at their discretion. However, they should score at least 40% of the total marks allocated for each subject for a pass. The final date of the year of holding examination on which the candidate to complete the examination passing all the subjects shall be treated as the date of passing the Efficiency Bar Examination.

8.0 The results of the examination will be issued by the Commissioner General of Examination to me and

action will be taken to notify the applicants the names of the candidates who have passed the examination through District Secretaries and Divisional Secretaries.

9.0 The application for this examination should be in the form of the specimen appended to this notification and should be prepared by the candidate him/ her self. Applications should be sent by the Registered post through Divisional Secretary of their Divisional Secretariat Division to reach the **Commissioner- General of Examinations, Department of Examinations, Organization & Foreign Examinations Branch, P.O Box 1503, Colombo**, on or before 30th March 2020. The name of the examination should be indicated at the top left hand corner of the envelope containing the application. Applications received after the closing date will be rejected. Incomplete applications, too, will not be accepted.

10.0. Candidates shall prove their identity to the satisfaction of the supervisor of the examination hall in respect of every subject they appear at the examination. For such purpose any of the following documents will be accepted.

- (i) The National Identity Card,
- (ii) A valid Passport,
- (iii) A valid Sri Lankan Driving License.

Also, the candidates should expose their identity without covering their face and ears when they enter into the examination hall. Applicants who refuse to do so will not be allowed inside the examination hall. Further, the applicants should remain with their face and ears uncovered till they leave the examination hall, enabling the examination authorities to identify the applicant.

11.0 *Applications*.- Applications should be prepared in a paper of A4 size in such a manner that para Nos. 1.0 to 6.0 appear on the first page and from 7.0 on the second page. The application could be typewritten but it should be filled in correctly and legibly by candidate's own handwriting. Application should strictly conform to the specimen appended and candidates are advised not to send more than one application or photocopies. Applications that do not comply with the specimen and that have not been perfected properly will be rejected without notice. Please indicate the title of the examination appearing the specimen in English language as well, on both Sinhala and Tamil application forms. It is the responsibility of the candidate to make sure

that the application form perfected by him/herself complies with the specimen given in the examination notice and further it would be advisable to keep a photocopy of the completed application form.

12.0 Officers appearing for the examination for the first time need not pay examination fees. However, for subsequent sittings, Rs. 500/= for the whole examination and Rs. 250/= for only one subject should be paid at any Post Office/ Sub Post Office island-wide to be credited to revenue head 20-03-02-13 of the Commissioner General of Examinations. The receipt obtained in favour of the applicant should be affixed to the relevant cage of the application form. It is advisable to keep a photocopy of the receipt with the candidate. The fee paid for this examination will not be refunded under any circumstance. It will not be allowed to transfer the fee paid for this examination in favour of another.

13.0 The Commissioner General of Examinations will issue copies of the time table and admission cards to all candidates whose duly perfected applications have been received along with the receipt of the examination fees if any. Issuance of an admission card to a candidate does not necessarily mean that the candidate has fulfilled the qualifications to sit the examination. Candidates should get their signature on the admission card attested in advance and surrender to the supervisor of the examination hall. A notification will be published in newspapers as soon as the admission cards are issued to the candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Organization and Foreign Examination Branch, Department of Examinations in the manner specified in the advertisement. It would be advisable to send a request letter to the Department of Examinations with the following ; certified photocopies of the application form and the receipt kept at your possession, receipt of registration and, in case of applicants outside Colombo, letter of a fax number to which the admission card should be sent. It would be advisable to keep a photocopy of the letter of request.

14.0 The Heads of Departments should approve duty leave for officers to whom admission cards have been issued by the Commissioner General of Examinations, enabling them to appear for the examination. No travelling expenses will be paid.

15.0 The candidates shall be bound by the rules and regulations imposed by the Commissioner General of

Examination on conducting the examination. He/She is liable to a punishment imposed by the Commissioner General of Examination for breach of these rules and if a candidate is found to be ineligible in accordance with the releam regulations, his/her candidature is liable to be cancelled at any stage prior to during or after the examinations. And my decision shall be the final, in respect of any matters related to this subject which in not provided for in this notification.

16.0 If it appears that there is any inconsistency or mismatch between language texts in this notification, which is published in Sinhala, Tamil and English mediums, the notification in Sinhala medium shall prevail and thus, action will be taken accordingly.

S. HETTIARACHCHI,
Secretary,
Ministry of Public Administration,
Home Affairs and Provincial Councils &
Local Government.

Ministry of Public Administration, Home Affairs and
Provincial Councils and Local Government,
Independence Square,
Colombo 07,
25th February, 2020.

Specimen Form of Application

(For office use only)

EFFICIENCY BAR EXAMINATION FOR OFFICERS IN GRADE I OF GRAMA NILADHARI SERVICE - 2019(2020)

	<i>Town</i>	<i>Town No.</i>
First Choice	1.	
Second Choice	2.	

(Indicate the name and the number of the town in which you wish to sit for the examination, in the order of your choice, as per the Para No .2.0 in the *Gazette* Notification, this is not allowed to be changed subsequently.)

Medium of examination :

Sinhala - 2

Tamil - 3

(Indicate the relevant number in the cage, this is not allowed to be changed subsequently)

1.0 1.1 Name in full (In English Block Capitals):———. (Eg. HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

1.2 Last Name With initials at the end :———. (In English Block Capitals) (Eg. GUNAWARDHANA, H.M.S.K.)

1.3 Name in full :———. (In Sinhala/ Tamil)

2.0 2.1 Address to which the admission card should be sent :———. (In English Block Capitals)

2.2 District and the District number to which the officer is attached :———. (Indicate as per the Schedule I) (In English Block Capitals)

2.3 Divisional Secretariat and Divisional Secretariat number to which the officer is attached :———. (Indicate as per the Schedule I) (In English Block Capitals) :———.

2.4 District and the Divisional Secretariat to which the officer is attached :———. (In Sinhala/ Tamil) :———.

3.0 3.1 National Identity Card No. :

3.2 Sex :-
Female - 1
Male - 0
(Indicate the relevant number in the cage.)

3.3 Date of Birth :-
Year : Month : Date :

4.0 Subject/s you offer on this sitting (Refer Para. 5.0 of the Gazette Notification):

Index No.	Subject	Subject No.
01		
02		

5.0 5.1 Grade :———. 5.2 Post :———. 5.3 Date of appointment to the relevant Grade :———. 5.4 Telephone No. :———.

6.0 N.B.- The receipt of the examination fee obtained from the Post/ Sub Post Office in favour of the applicant should be affixed here firmly :

Receipt No. :———. Post/Sub Post Office :———. Date :———. Amount Rs. :———.

7.0 I declare that the above particulars are true and that I am eligible to appear for the examination in the language medium indicated above. Further, I agree to be bound by the rules and regulations issued by the Commissioner-General of Examinations regarding this examination. And I affirm that, I sit for the said examination as my first sitting/ I have paid the relevant examination fee and the receipt has been affixed hereto.

_____,
Signature of candidate.

Date :———.

Certification of the Divisional Secretary

I certify that Mr/Mrs/Miss Grama Niladhari, who works at Grama Niladhari Division of in Divisional Secretary's Division of and

- (i) has placed his/her signature in my presence ;
- (ii) have checked the details provided above ;
- (iii) the officer is eligible to sit for this examination :
- (iv) the officer is exempted from the examination fee since the first sitting/the receipt of the prescribed examination fee is affixed here (Delete inapplicable words)

_____,
Signature and official stamp of the Divisional Secretary.

Name :———, Designation :———, Address:———, Date:———.

SCHEDULE I

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Colombo	1103	Colombo 0 1
Kolonnawa	1106	
Kaduwela	1109	
Homagama	1112	
Hanwella	1115	
Padukka	1118	
Maharagama	1121	
Sri Jayawardanapura Kotte	1124	
Thimbirigasyaya	1127	
Dehiwala	1130	
Rathmalana	1131	
Moratuwa	1133	
Kesbewa	1136	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Horana	1309	Kalutara 0 3
Ingiriya	1310	
Bulathsinghala	1312	
Madurawala	1315	
Millaniya	1318	
Kalutara	1321	
Beruwala	1324	
Dodangoda	1327	
Mathugama	1330	
Agalawatta	1333	
Palindanuwara	1336	
Walallawita	1339	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Negombo	1203	Gampaha 0 2
Katana	1206	
Divulapitiya	1209	
Meerigama	1212	
Minuwangoda	1215	
Wattala	1218	
Ja-Ela	1221	
Gampaha	1224	
Attanagalla	1227	
Dompe	1230	
Mahara	1233	
Kelaniya	1236	
Biyagama	1239	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Thumpane	2103	Kandy 0 4
Poojapitiya	2106	
Akurana	2109	
Pathadumbara	2112	
Panwila	2115	
Ududumbara	2118	
Minipe	2121	
Medadumbara	2124	
Kundasale	2127	
Gangawata Korale	2130	
Harispattuwa	2133	
Hataraliyadda	2134	
Yatinuwara	2136	
Udunuwara	2139	
Doluwa	2142	
Pathahewaheta	2145	
Delthota	2148	
Udapalatha	2151	
Gangaihala Korale	2154	
Pasbage Korale	2157	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Panadura	1303	Kalutara 0 3
Bandaragama	1306	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Galewela	2203	Matale 0 5
Dambulla	2206	
Naula	2209	
Pallepola	2212	
Yatawatta	2215	
Matale	2218	
Ambangaga Korale	2221	
Laggala Pallegama	2224	
Wilgamuwa	2227	
Raththota	2230	
Ukuwela	2233	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kothmale	2303	Nuwara Eliya 0 6
Haguranketha	2306	
Walapane	2309	
Nuwara Eliya	2312	
Ambagamuwa	2315	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Benthota	3103	Galle 0 7
Balapitiya	3106	
Karandeniya	3109	
Elpitiya	3112	
Niyagama	3115	
Thawalama	3118	
Neluwa	3121	
Nagoda	3124	
Baddegama	3127	
Welivitiya Divithura	3130	
Ambalangoda	3133	
Hikkaduwa	3136	
Gravets	3139	
Bope Poddala	3142	
Akmeemana	3145	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Yakkalamulla	3148	Galle 0 7
Imaduwa	3151	
Gonapeenuwala	3154	
Habaraduwa	3157	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Pitabeddara	3203	Matara 0 8
Kotapola	3206	
Pasgoda	3209	
Mulatiyana	3212	
Athuruliya	3215	
Akuressa	3218	
Welipitiya	3221	
Malimbada	3224	
Kamburupitiya	3227	
Hakmana	3230	
Kirinda Puhulwella	3233	
Thihagoda	3236	
Weligama	3239	
Matara	3242	
Devinuwara	3245	
Dikwella	3248	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Sooriyawewa	3303	Hambanthota 0 9
Lunugamwehera	3306	
Thissamaharama	3309	
Hambanthota	3312	
Ambalanthota	3315	
Angunakolapelessa	3318	
Weeraketiya	3321	
Katuwana	3324	
Okewela	3327	
Beliatta	3330	
Tangalle	3333	
Walasmulla	3336	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kayts (Island North)	4103	Jaffna 1 0
Chankanei (Walikamum West)	4106	
Sandilipay (Walikamum South West)	4109	
Thelippalei (Walikamum North)	4112	
Uduvil (Walikamum South)	4115	
Kopai (Walikamum East)	4118	
Karaweddi (Wadamarachchi South West)	4121	
Maruthankerny (Wadamarachchi East)	4124	
Point Pedro (Wadamarachchi North)	4127	
Chawakachcheri (Thenmarachchi)	4130	
Nallur	4133	
Jaffna	4136	
Velanai (Island South)	4139	
Delft	4142	
Kareinagar	4145	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Mannar	4203	Mannar 1 1
Manthai West	4206	
Madu	4209	
Nanaddan	4212	
Musali	4215	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Vavuniya North	4303	Vavuniya 1 2
Vavuniya South	4306	
Vavuniya	4309	
Vengalcheddikulam	4312	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Thunukkai	4403	Mullativu 1 3
Manthai East	4406	
Pudukuduirippu	4409	
Oddusudan	4412	
Maritimepattu	4415	
Welioya	4418	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Pachchilaipalli	4503	Kilinochchi 1 4
Kandawalai	4506	
Karachchi	4509	
Punakari	4512	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Koralepattu North	5103	Batticaloa 1 5
Koralepattu West (Oddamawadi)	5106	
Koralepattu (Valaichchenai)	5109	
Eravurpattu	5112	
Eravurpattu Town	5115	
Manmunei North	5118	
Manmunei West	5121	
Kaththankudi	5124	
Manmuneipattu	5127	
Manmunei South West	5130	
Porativupattu	5133	
Manmunei South	5136	
Koralepattu South	5139	
Koralepattu Central	5142	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Dehiaththakandiya	5203	Ampara 1 6
Padiyathalawa	5206	
Maha Oya	5209	
Uhana	5212	
Ampara	5215	
Nawindaweli	5216	
Samanthurei	5218	
Kalmuna-Tamil	5224	
Saindamarudu	5225	
Karativu	5227	
Nindavur	5230	
Addalachchena	5233	
Eragama	5234	
Akkaraipattu	5236	
Alayadivembu	5239	
Damana	5242	
Thirukkivil	5245	
Pothuvil	5248	
Lahugala	5251	
Kalmuna - Muslim	5254	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Padavi Sri pura	5303	Trincomalee 1 7
Kuchchaveli	5306	
Gomarankadawala	5309	
Morawewa	5312	
Town and Gravets	5315	
Thambalagamuwa	5318	
Kanthale	5321	
Kinniya	5324	
Muthur	5327	
Seruvila	5330	
Verugal/ Echchalampattuwa	5333	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Giribawa	6103	Kurunegala 1 8
Galgamuwa	6106	
Ehetuwewa	6109	
Ambanpola	6112	
Kotawehera	6115	
Rasnayakapura	6118	
Nikaweratiya	6121	
Mahawa	6124	
Polpithigama	6127	
Ibbagamuwa	6130	
Ganewatta	6133	
Wariyapola	6136	
Kobeigane	6139	
Bingiriya	6142	
Bamunakotuwa	6149	
Maspotha	6151	
Kurunegala	6154	
Mallavapitiya	6157	
Mawathagama	6160	
Rideegama	6163	
Weerambagedara	6166	
Kuliyapitiya East	6169	
Kuliyapitiya West	6172	
Udubaddawa	6175	
Pannala	6178	
Narammala	6181	
Alawwa	6184	
Polgahawela	6187	
Paduwasnuwara East	6190	
Paduwasnuwara West	6193	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kalpitiya	6203	Puttlam 1 9
Wanathavilluwa	6206	
Karuwalagaswewa	6209	
Nawagaththegama	6212	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Puttlam	6215	Puttalam 1 9
Mundalama	6218	
Mahakumbukkadawala	6221	
Anamaduwa	6224	
Pallama	6227	
Arachchikattuwa	6230	
Chilaw	6233	
Madampe	6236	
Mahawewa	6239	
Naththandiya	6242	
Wennappuwa	6245	
Dankotuwa	6248	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Padaviya	7103	Anuradhapura 2 0
Kebithigollewa	7106	
Medawachchiya	7109	
Mahawilachchiya	7112	
Nuwaragampalatha Central	7115	
Rambewa	7118	
Kahatagasdigiliya	7121	
Horoupathana	7124	
Galenbindunuwewa	7127	
Mihinthale	7130	
Nuwaragampalatha East	7133	
Nachchaduwa	7136	
Nochchiyagama	7139	
Rajanganaya	7142	
Thambuttegama	7145	
Thalawa	7148	
Thirappane	7151	
Kekirawa	7154	
Palugaswewa	7157	
Ipalogama	7160	
Galnewa	7163	
Palagala	7166	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Higurakgoda	7203	Polonnaruwa 2 1
Medirigiriya	7206	
Lankapura	7209	
Welikanda	7210	
Dimbulagala	7212	
Thamankaduwa	7215	
Elahera	7218	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Mahiyanganaya	8103	Badulla 2 2
Rideemaliyadda	8106	
Meegahakiula	8109	
Kandaketiya	8112	
Soranathota	8115	
Passara	8118	
Lunugala	8119	
Badulla	8121	
Hali Ela	8124	
Uwa Paranagama	8127	
Welimada	8130	
Bandarawela	8133	
Ella	8136	
Haputhale	8139	
Haldummulla	8142	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Bibila	8203	Monaragala 2 3
Madulla	8206	
Medagama	8209	
Siyambalanduwa	8212	
Monaragala	8215	
Badalkumbura	8218	
Buttala	8221	
Wellawaya	8224	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kataragama	8227	Monaragala 2 3
Thanamalwila	8230	
Sewanagala	8233	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Eheliyagoda	9103	Rathnapura 2 4
Kuruwita	9106	
Kiriella	9109	
Rathnapura	9112	
Imbulpe	9115	
Balangoda	9118	
Opanayake	9121	
Pelmadulla	9124	
Elapatha	9127	
Ayagama	9130	
Kalawana	9133	
Niwithigala	9136	
Kahawatta	9139	
Godakawela	9142	
Weligepola	9145	
Embilipitiya	9148	
Kolonna	9151	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Rambukkana	9203	Kegalle 2 5
Mawanella	9206	
Aranayake	9209	
Kegalle	9212	
Galigamuwa	9215	
Warakapola	9218	
Ruwanwella	9221	
Bulathkohupitiya	9224	
Yatyanthota	9227	
Dehiovita	9230	
Deraniyagala	9233	

FIRST EFFICIENCY BAR EXAMINATION FOR SENIOR STATISTICIANS/ STATISTICIANS IN THE DEPARTMENT OF CENSUS AND STATISTICS - 2014 (2020)

01. IT is hereby notified that an Efficiency Bar Examination for officers belonging to the Senior Statistician and Statistician post will be held in June, 2020 by the Department of Examinations, in accordance with the Provisions of relevant approved scheme of recruitment.

02. (i) This examination will be held by the Commissioner General of Examinations and candidates are bound by the rules and regulations stipulated by him in respect of holding this examination and issuance of results. The decision of the Commissioner General of Examination will be the final decision with respect of holding examination and issuing results.

(ii) A set of rules and regulations for candidates is published separately in the *Gazette* notification. Any candidate who violates these rules and regulations will be liable to a punishment imposed by the Commissioner General of Examinations.

03. *Examination Fees.*– Candidates can sit for the subjects at once or in several sittings. Candidates who are sitting this examination for the first time need not to pay any examination fee. However, at consequent sittings, candidates are required to pay Rs.600/- for one subject and Rs.1,200/- for two subjects or more or for the whole examination. This could be paid at any post office / sub post office or any District / Divisional Secretariat office in the island to be credited to Revenue Head 20-03-02-13 of the Commissioner General of Examinations and the original receipt should be firmly affixed in the place specified in the application form. Kindly be informed that in addition to examination fees, you will not be charged of any extra payment. Money Orders or stamps are not accepted as examination fees and under any circumstances this fee will not be refunded or transferred to any other examination.

(It would be advisable to keep a photocopy of this receipt.)

04. *Applications.*– The application should be prepared according to the format given at the end of this notice on A4 size paper. Headings 01 to 04 should be entered on the first page and rest on the second page. Further, it is compulsory to indicate the title of the examination

appearing the application in English language too on both Sinhala and Tamil application forms. Application form can be type written but the relevant particulars should be entered very clearly in candidate's own handwriting . The applications should be forwarded to the Commissioner General of Examinations, Organizations and Foreign Examinations Branch, Department of Examinations, Post Box 1503, Colombo, through the Head of Department under registered cover to be reached on or before 27.03.2020. The top left hand corner of the envelope should clearly mention the name of the examination as "First Efficiency Bar Examination for Senior Statisticians and Statisticians in the Department of Census and Statistics - 2014(2020)". Incomplete applications and the applications received after the closing date of application will be rejected without any notice. Further, it is the responsibility of the candidate to make sure that the application form perfected by him/herself complies with the specimen given in the examination notice. if not application will be rejected . (It would be advisable to keep a copy of the completed application.)

05. *The identity of the candidate.*– All candidates should prove their identity for each subject they are sitting to the satisfaction of the supervisor of the examination hall. Any of the following documents will be accepted for this purpose,

- I. The National Identity Card
- II. A valid Passport
- III. Valid Driving License

The Candidates should expose their identity without covering their face and ears when enter into the examination hall. Applicants who refuse to do so will not be allowed inside the examination hall. Further, the applicants should remain uncovered of their face and ears till they leave the examination hall enabling the examination authorities to identify the applicant.

06. Commissioner General of Examination will issue admission cards to the applicants who have submitted duly filled applications in the correct format mentioning the language medium of the examination with the applicant's signature, certification of the signature and the certification of the Head of Department and if any examination fee to be paid on or before the closing date of application with the receipt of the payment made. A notification will be published in the newspapers and the official website of the Department of Examinations as soon as the admission cards are issued to the candidates. If the admission card is not received even after 2 or 3 days of such advertisement, an inquiry should be

made from the Department of Examinations in the manner specified in the paper notice. In the said inquiry, the name of the examination applied, full name of the applicant, national identity card number and the address should be correctly mentioned. In such cases, it would be useful to keep the copy of the application, the copy of the receipt of examination fees and the receipt of the registered post in hand to provide the details if requested by the Department of Examinations. In case of applicants who live out of Colombo, a letter of request with the above details and a fax number can be sent to the Department of Examination in order to get a copy of the admission card through fax.

07. The candidate should get certified his/her signature on the admission card in advance and it should be certified by the Head of the Department or an officer authorized to do so on behalf of him or Principal of Public School / Retired officer, Grama Niladhari officer of the Division, Justice of the Peace, Commissioner of Oaths, Attorney at Law, Notary public, an authorized officer in Sri Lanka Armed forces or an officer in public sector, provincial public service or permanent staff officer or incumbent of a Buddhist temple, Chief Reverend, clergy or a person in charge of other Religious temple. And the certified Admission card with your own signature should be produced to the Hall supervisor at the first day of the examination.

08. Head of the Department should grant duty leave to the candidates who are sitting the examination for the first time, to whom admission cards have been issued by the Commissioner General of Examinations enabling them to present themselves at the examination. Travelling expenses will not be paid in this respect. Candidates should sit for the examination only at the relevant examination hall and Candidates without admission cards will not be allowed to sit for the examination.

09. The examination will be conducted in the Sinhala, Tamil and English Media. The medium of examination for the applicants, who have joined the Public Service through a competitive examination, should be the medium they have sat for the competitive examination. For the applicants who have joined the Public Service without a competitive examination, the medium of entry qualification for joining the Public Service is considered as the medium of the examination. The candidates are required to sit for all the subjects in one medium and will not be allowed to change the medium of examination given in her/ his application.

10. This examination will be held only in Colombo.

11. *Examination Procedure.* – Examination relevant for the above post consists of following subjects.

Subject	Duration	Marks	Pass Mark
1. Administration	02 hours	100	40%
2. Financial Management in Public Sector	02 hours	100	40%
3. English	02 hours	100	40%
4. Applied Statistics	03 hours	100	40%

(01) Administration (Subject No.1)

Part I - Administration

Part II- Organization of office and field activities and organizational methods

Are prepared based on following chapters of procedural rules of the public Service Commission and Establishment Code.

VI, VII, IX, XI, XII, XXIII, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XLVII and XLVIII

- Structure of the question paper :-
 - (a) Question paper consists of 2 parts having 4 questions in each part
 - (b) Answers should be provided to only 5 questions by selecting at least 2 questions from part I and II.
 - (c) Every question carries equal marks.

(02) Financial Management of public sector (Subject No.2)

Following chapters of the Financial Regulations.

- I. - All sections
- II. - All sections
- III. - All sections
- IV. - All sections
- V. - Section 1,2,3, and 4
- VI. - All sections
- VII. - Section 1,2,3,4, and 6

- Structure of the question paper :-
 - (a) Question paper consists of 6 essay questions.
 - (b) Answers should be provided to only 5 questions.
 - (c) Every question carries equal marks.

(03) English (Subject No.3)

English Grammar :

A suitable level of Proficiency on the following forms of grammar in spoken and written language is expected from the candidate.

- Tense and Number
- Sentences (Simple/ Compound / Complex / Compound Complex)
- Relative Clauses
- Reported Speech
- Adjectives and adverbs
- Determiners
- Prepositions

Writing Skills :

The knowledge on the modern formats and styles of writing is tested in this area of study.

- Internal modes of Communication
- Formal correspondences skills
- Writing Descriptions / Explanations
- Summary writing skills
- Report writing Skills
- Minutes of Meetings/ Agendas/ Invitations
- Comprehension

Reading Skills

Candidate's ability to comprehend a printed text; infer meaning and verbal/ written interpretation is expected.

- Reading and understanding the specific and general meaning of the printed text.
- Reading and Interpretation (Verbal / Written)
- Understanding the Cohesion and coherence of a passage
- Structure of the question paper :-
 - (a) question paper contains questions related to the following.
 - (i) Grammar
 - (ii) Comprehension

(iii) Vocabulary

(iv) essay

(b) All questions should be answered.

(04) Applied Statistics (Subject No.4)

The objective of this paper is to test the knowledge of the candidates on statistical tasks carried out by the Industry, Agriculture Statistics, National Accounts, Information Technology (Data Processing), Sample Surveys, Population Census and Demography, Price Index and Cartography divisions of Department of Census and Statistics.

- Structure of the question paper :-
 - (a) Question paper consists of 8 essay questions.
 - (b) Answers should be provided to only 5 questions.

11.1 The Candidate should score a minimum of 40 percent (40%) of marks or above to pass in each subject and should pass all the subjects in order to pass the efficiency bar examination. Candidates can complete subjects of the examination at once or several times.

12. Issuance of an admission card to a candidate should not be regarded as an acceptance of his/ her eligibility to sit for the examination.

13. The decision of the Director Census and Statistics will be final in respect of any matter not provided in this *Gazette* notification.

14. In the event of any inconsistency between the Sinhala, Tamil and English texts in this *Gazette* notification, the Sinhala text shall prevail as the accurate text.

Director General,
Department of Census and Statistics.

"Sankyana Mandiraya"
No. 306/71,
Polduwa Road,
Battaramulla.

Specimen Application Form

FIRST EFFICIENCY BAR EXAMINATION FOR
SENIOR STATISTICIANS / STATISTICIANS IN THE
DEPARTMENT OF CENSUS AND
STATISTICS 2014 (2020)

(For office use only)

Language Medium of Examination :-

Sinhala - 2

Tamil - 3

English - 4

01. 1.1 Full Name (In English Block Capitals) :———. (E.g.: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)
1.2 Surname Written first and initials at the end :———. (E.g.: GUNAWARDHANA, H.M.S.K)
1.3 Full Name (In Sinhala/ Tamil) :———.

02. Service Station and Address :

2.1. Name of the Service Station :———.

2.2. Official Address :———.

(In English Block Capitals) (Admission card will be posted to this address)

03. 3.1. Sex :-

Male - 0

Female - 1

(Indicate the relevant number in the cage)

3.2. National Identity Card No. :-

<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"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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3.3. Date of Birth :-

Year :

Month :

Date :

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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<input type="text"/>	<input type="text"/>
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<input type="text"/>	<input type="text"/>
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3.4 Mobile Number :-

<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"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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04. Subject / Subjects applied for the Efficiency Bar Examination :

(please refer Paragraph 10 of the *Gazette* notification)

Number	Subject	Subject No.
1.		
2.		
3.		
4.		

05. Current Post : _____.
5.1 Number of the appointment letter : _____.
5.2 Date of Appointment : _____.
06. Are you sitting for the examination for the first time ? :
6.1 If not, Value of the examination fee paid? : _____.
6.2 Receipt No. : _____.
6.3 Date : _____.

Affix the cash receipt here (Only if applicable)
(Keep the Photocopy of the receipt)

I declare that the above particulars furnished by me are true and correct to the best of my knowledge and that I am eligible to sit for the examination in the language medium indicated above and that I agree to abide by the rules and regulations imposed by the Commissioner General of Examination regarding the conduct of this examination and issuance of results.

_____,
Signature of the Applicant.

Date : _____.

Attestation of the Signature

I hereby certify that Mr./Mrs./Miss..... who serves at my Department is personally known to me and that he/ she signed in my presence on and that he/she has paid the examination fee with the cash receipt affixed.

_____,
Signature of the Attestator.

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

(Place the official frank)

Certification of the Head of the Department

I certify that,

1. The particulars furnished by the officer above have been checked by me, and that
2. He/ she is eligible to sit for this examination.

_____,
Signature of the Head of Department.
(Place the official frank)

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

**FIRST EFFICIENCY BAR EXAMINATION FOR
GRADE II STATISTICAL OFFICERS IN THE
DEPARTMENT OF CENSUS AND
STATISTICS - 2013 (2020)**

01. IT is hereby notified that First Efficiency Bar Examination for Grade II Statistical Officers belonging to the post of Statistical Officer in the Department of Census and Statistics in accordance with the provisions of relevant approved recruitment scheme will be held in June, 2020 by the Department of Examinations.

02. (i) This examination will be held by the Commissioner General of Examinations and candidates are bound by the rules and regulations stipulated by him in respect of holding this examination and issuance of results. The decision of the Commissioner General of Examinations will be the final decision with respect to holding the examination and issuing results.

(ii) A set of rules and regulations for candidates is published separately in the *Gazette* notification. Any candidate who violates these rules and regulations will be liable to any punishment imposed by the Commissioner General of Examinations.

03. *Examination Fees* : Candidates can sit for the whole examination or relevant subjects separately . Candidates, who are sitting for this examination or part of it for the first time, need not pay any examination fees. However, at consequent sittings, candidates are required to pay Rs. 500/- for the whole examination and Rs. 250/- for each subject. This could be paid at any post office/Sub post office or any District/Divisional Secretariat office in the Island to be credited to Revenue Head 20-03-02-13 of Commissioner General of Examinations. The receipt should be affixed in the relevant cage. And kindly be informed that in addition to examination fees, you will not be charged of any extra payment. (It would be advisable to keep a photocopy of the receipt.) Money orders or stamps are not accepted as examination fees and under any circumstances; this fee will not be refunded or transferred to any other examination.

04. Applications : Application should be in the form of the specimen appended to this notification and should be prepared on a 'A4' size paper using both sides in such a way that headings number 01 to 05 appear on the first page and rest on the second page. It is compulsory

to indicate the title of the examination appearing the application in English language, too, on both Sinhala and Tamil application forms. Application form can be typewritten but should be filled accurately and legibly by the candidate himself in his own handwriting. Applications prepared thus by the candidate should be sent through the respective Head of Department by registered post to the "Commissioner General of Examinations, Organization and Foreign Examination Branch, Sri Lanka Examinations Department, P.O.Box 1503, Colombo" so as to reach him/her on or before 03rd April 2020 . The top - left corner of the envelope containing the application should clearly bear the name of the examination . Applications received after the closing date and that have not been perfected properly will be rejected. It would be advisable to keep a photocopy of the completed application form. It is the responsibility of the candidate to make sure that the application form perfected by him/ herself complies with the specimen given in the examination notice, if not, application will be rejected. (It would be advisable to keep a photocopy of the completed application.)

05. Candidates are required to prove their identity for each subject they are sitting at the examination hall to the satisfaction of the supervisor. For this purpose, any of the following documents can be submitted to the supervisor :

- (i) National Identity Card
- (ii) A valid passport
- (iii) Valid Driving license.

The candidates should expose their identity without covering their face and ears when enter into the examination hall. Applicants who refuse to do so will not be allowed inside the examination hall. Further, the applicants should remain uncovered of their face and ears till they leave the examination hall enabling the examination authorities to identify the applicant.

06. The Commissioner General of Examinations will be issuing admission cards with a copy of the time table for the examination to all candidates who have paid examination fee on or before the closing date of application and submitted duly filled applications with the affixed receipt of the payment made on the assumption that all the applicants possess required qualifications stated in the *Gazette* notification. The candidates should produce the admission card with the attested signature to the supervisor of the examination hall. Any candidate who fails to produce his/her admission card will not be allowed to sit for the examination. A notification will be published in newspapers

by the Department of Examinations as soon as the admission cards are issued to candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the Department of Examinations through telephone numbers specified in the advertisement. There, the applicant's full name, address, National Identity Card number and name of the examination should be mentioned and it would be advisable to keep the copy of the application, photocopy of receipt of the paid examination fees, and the receipt of the registered letter in hand at the time of calling the Department of Examinations. In case of applicants who are out of Colombo, a letter of request, furnishing a fax number can be sent to the Department of Examination in order to get a copy of the admission card through fax .

06.1 The post and service station of the candidate, at the time he/she applies for the examination will be applicable for all matters relating to examination and any changes which occur thereafter in the post and service station after sending the application will not be considered.

06.2 The candidates should get his/her signature certified on the admission card in advance . Candidate's signature in the application form and the admission card should be certified by the Head of the Department or any authorized officer .

06.3 The candidates should produce their admission card with the certified signature to the supervisor of the examination hall during the first day of the examination.

07. Head of Department should grant duty leave to candidates to whom admission cards have been issued by the Commissioner General of Examinations and who are sitting this examination for the first time enabling them to present themselves at the examination. Travelling expenses will not be paid in this respect.

08. The examination will be held only in Sinhala, Tamil and English medium. If an officer has been recruited to the government service through competitive examination, the medium of such examination or if the officer has been recruited to the government service without competitive examination, the medium of the examination which served as an entry qualification to be recruited for the public service should be selected as the medium of this examination. Candidates are required to sit for all the subjects in one medium and applied medium will not be allowed to change later.

09. This examination will be held only in Colombo.

10. *Scheme of Examination* : Relevant examination of the above post consists of following subjects :

<i>Paper</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Pass Marks</i>
1. Basic Statistical Methods	02 hours	100	40%
2. Office Administration and Establishment code	02 hours	100	40%
3. Financial Regulations	02 hours	100	40%

	<i>Paper</i>	<i>Syllabus</i>
1	Basic Statistical Methods	<p>➤ Data Collection & Presentation, t Distribution, Normal distribution, t hypothesis testing theories and X² testing, Histogram & Frequency Curve, Central Tendency and Measures of Dispersions (Mode, Median, Mean, Variance, Quartiles and Standard Deviation) Principles of Sampling Techniques, Sampling Survey, Sampling Error, Non Sampling Error, indices, Simple Co-relation, Linear Regression, Basic Statistical Knowledge</p> <p>Paper structure (a) The question paper consists of 4 essay type questions. (b) All questions are answerable.</p>
2	Office Administration and Establishment Code	<p>➤ Chapters: 11, 111, IV, V, VIII, XII, XIII, XIV, XIX of Establishment code and also amended circulars for above chapters should be followed.</p> <p>Paper structure (a) The question paper consists of 5 essay type questions. (b) All questions are answerable.</p>
3	Financial Regulations	<p>This paper will be prepared based on the following chapters of Financial Regulation :</p> <p>➤ Chapter I - Income and Expenditure Estimates, Consolidated Fund, Annual Estimates, Changing of Annual Estimates (From F. R. 1 to 68)</p> <p>➤ Chapter III - Financial Management and Accountability, giving authority for making payments, approval, certifying and assigning duties for Chief Accounting Officers, Accounting Officers, Revenue Accounting Officers. (From F. R. 124 to 147)</p> <p>Paper structure (a) The question paper consists of 5 essay type questions. (b) All questions are answerable.</p>

Note:-

- Candidates can sit for the above subjects separately.
- If a candidate fails to complete the exam successfully within the due period, his/ her next increment will be subjected to differ.

11. Issue of an admission card to a candidate should not be regarded as an acceptance of his/ her eligibility to sit for the examination .

12. Candidates are bound by the rules and regulations stipulated by him in respect of holding this examination and issuance of results. Any candidate who violates these rules and regulations will be liable to any punishment imposed by the Commissioner General of Examinations .

13. Pass marks for each subject is 40%. The Department of Examinations will be sending a result sheet of applicants to Director General, Department of Census & Statistics. Commissioner General of Examinations will not inform results personally to applicants who sat for the examination. The applicants may complete the examination at once or at several sittings.

14. The decision of the Director General of Census and Statistics will be final in respect of any matter not provided in this *Gazette* notification.

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

Director General,
Department of Census & Statistics.

"Sankyana Mandiraya"
No.306/71,
Polduwa Road,
Battaramulla.

Specimen Application Form

FIRST EFFICIENCY BAR EXAMINATION FOR
GRADE II STATISTICAL OFFICERS IN THE
DEPARTMENT OF CENSUS AND
STATISTICS 2013 (2020)

(For office use only)

Language Medium of Examination :-

Sinhala - 2

Tamil - 3

English - 4

(Indicate the relevant number in the cage)

01. 1.1 Full Name (In English Block Capitals) : _____.
(E.g.: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

1.2 Write surname first and initials of other names at the end (In English Block Capitals) : _____.
(E.g.: GUNAWARDHANA, H.M.S.K)

1.3 Full Name (In Sinhala/ Tamil) : _____.

02. 2.1. Name and address of the Office/Department/ Institution : _____.
(In English Block capitals)
(Admission cards will be posted to this address)

2.2. Name and address of the Office/Department/ Institution : _____.
(In Sinhala/Tamil)

2.3 Personal Address : _____.
(In English Block capitals)

2.4 Mobile No. :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Home Telephone No. :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

03. National Identity Card No. :-

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

04. Sex :-

Male - 0

Female - 1

(Indicate the relevant number in the cage)

05. Subjects you appear in this Examination :

Serial No.	Subject	Subject No.
1		
2		
3		

06. Date of Birth :-

Year	Month	Date
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>

07. Current Post : _____.

7.1 Post : _____.

7.2 Number of the appointment letter : _____.

08. 8.1 Are you sitting the examination for the first time ?
: _____.

8.2 If not, value of the paid cash amount ? : _____.

8.3 Receipt No. : _____.

8.4 Date : _____.

Affix the cash receipt (Only if applicable)
(It would be advisable to Keep a Photocopy
of the receipt)

09. Declaration of the Applicant :

I declare that the above particulars are true and correct to the best of my knowledge and that I am eligible to appear for the examination, in the language medium indicated above and that the receipt of paid examination fees of Rs. has been affixed here. I agree to abide by the rules and regulations imposed by the Commissioner General of Examination regarding the conduct of this examination and issuing results.

_____,
Signature of the Candidate.

Date : _____.

Note : The applicant should place her/his signature in the presence of the relevant Head of Department or an officer authorized to do so on behalf of him.

10. Attestation of the Signature

I hereby certify that Mr./Mrs./Miss..... who serves at my Office Department is personally known to me and that he/ she placed his/her signature in my presence on and receipt of paid examination fees has been affixed here.

_____,
Signature of the Attesting Officer.

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

(Certify of the official rank)

11. Certification of the Head of the Department

I certify that,

1. The particulars furnished by the officer above have been checked.
2. He/ she is eligible to sit for the examination.

_____,
Signature of the Head of Department
and official frank.

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

03-412/1

**SECOND EFFICIENCY BAR EXAMINATION
FOR GRADE I STATISTICAL OFFICERS
IN THE DEPARTMENT OF CENSUS AND
STATISTICS - 2014 (2020)**

01. IT is hereby notified that Second Efficiency Bar Examination for Grade I Statistical Officers belonging to the post of Statistical Officer in the Department of Census and Statistics in accordance with the provisions of relevant approved recruitment scheme will be held in June, 2020 by the Department of Examinations.

02. (i) This examination will be held by the Commissioner General of Examinations and candidates are bound by the rules and regulations stipulated by him in respect of holding this examination and issuance of results. The decision of the Commissioner General of Examinations will be the final decision with respect to holding the examination and issuing of results.

(ii) A set of rules and regulations for candidates is published separately in the *Gazette* notification. A candidate who violates these rules and regulations will be liable to any punishment imposed by the Commissioner General of Examinations.

03. *Examination Fees* : Candidates can sit for relevant subjects of this examination once or separately twice. Candidates, who are sitting for the whole examination or one subject for the first time, need not pay any examination fees. However, at consequent sittings, candidates are required to pay Rs. 500/- for the whole examination and Rs. 250/- for each subject. This should be paid at any Post/ Sub Post Office or any District/Divisional Secretariat office in the Island to be credited to Revenue Head 20- 03-02-13 of Commissioner General of Examinations. The receipt should be affixed in the relevant cage. And kindly be informed that in addition to examination fees, you will not be charged of any extra payment. (It would be advisable to keep a photo copy of the receipt). Money orders or stamps are not accepted as examination fees and under any circumstances and this fee will not be refunded or transferred to any other examination.

04. *Application* : Application should be in the form of the specimen appended to this notification and should be prepared on a 'A4' size paper using both sides in such a way that headings number 01 to 05 appear on the first page and the rest on the second page. It is compulsory to indicate the title of the examination appearing the application in English language, too, on both Sinhala and Tamil application

forms. Application form can be typewritten but should be filled accurately and legibly by the candidate himself in his own handwriting. Applications prepared thus by the candidate should be sent through the respective Head of Department by registered post to the "Commissioner General of Examinations, Organization (Institutional and Foreign Examination) Branch, Sri Lanka Examinations Department, P.O.Box 1503, Colombo" so as to reach on or before 03rd April, 2020. The top - left corner of the envelope containing the application should clearly bear the name of the examination. Applications received after the closing date and that have not been perfected properly will be rejected. It is the responsibility of the candidate to make sure that the application form perfected by him/ herself complies with the specimen given in the examination notice, if not, application will be rejected. (It would be advisable to keep a photo copy of the completed application form)

05. Candidates are required to prove their identity for each subject they are sitting at the examination hall to the satisfaction of the supervisor. For this purpose, any of the following documents can be submitted to the supervisor .

- (i) National Identity card,
- (ii) A valid Passport,
- (iii) Valid driving license.

The candidates should expose their identity without covering their face and ears when enter into the examination hall. Applicants who refuse to do so will not be allowed inside the examination hall. Further, the applicants should remain uncovered of their face and ears till they leave the examination hall enabling the examination authorities to identify the applicant.

06. The Commissioner General of Examinations will be issuing admission cards with a copy of the time table for the examination to all candidates who have paid examination fee on or before the closing date of application and submitted duly filled applications with the affixed receipt of the payment made on the assumption that all the applicants possess required qualifications stated in the *Gazette* notification. The candidates should produce the admission card with the attested signature to the supervisor of the examination hall. Any candidate who fails to produce his/her admission card will not be allowed to sit for the examination. A notification will be published in newspapers by the Department of Examinations as soon as the admission cards are issued to candidates. If the admission card is not received even after 2 or 3 days of such advertisement, steps should be taken to notify the

Department of Examinations through telephone numbers specified in the advertisement . There, the applicant's full name, address, National Identity Card number and name of the examination should be mentioned and it would be advisable to keep the copy of the application, photocopy of receipt of the paid examination fees, and the receipt of the registered letter in hand at the time of calling the Department of Examinations . In case of applicants who are in out of Colombo, a letter of request, furnishing a fax number can be sent to the Department of Examination in order to get a copy of the admission card through fax.

06.1 The post and service station of the candidate, at the time he/she applies for the examination will be applicable for all matters related to examination and any changes which occur thereafter in the post and service station after sending the application will not be considered.

06.2 Candidate's signature in the admission card should be certified. And Candidate's signature in the application and the admission card should also be certified by the Head of the department or any authorized officer.

06.3 On the examination date the admission card with the attested signature should be produced to the supervisor of the examination hall. Any candidate who fails to produce his/her admission card will not be allowed to sit for the examination.

07. Head of Department should grant duty leave to candidates to whom admission cards have been issued by the Commissioner General of Examinations and who are sitting the examination for the first time enabling them to present themselves at the examination. Travelling expenses will not be paid in this respect.

08.1 The examination will be held only in Sinhala, Tamil and English medium. If an officer has been recruited to the Government service through competitive examination, the medium of such examination or if an officer has been recruited to Government service without competitive examination, the medium of the examination which served as an entry qualification, to be recruited for public service should be selected as the medium of this examination. Candidates are required to sit for all the subjects in one medium and applied medium will not be allowed to change later.

08.2 Pass marks for each subject is 40%. The Examination Department will be sending a result sheet of applicants to Director General, Department of Census & Statistics. Commissioner General of Examinations will not inform results personally to applicants who sat for the examination. The applicants may complete the examination at once or at several sittings.

09. This examination will be held only in Colombo.

10. *Scheme of Examination :*

Relevant examination of the above posts consists of following subjects.

<i>Subject</i>	<i>Duration</i>	<i>Total</i>	<i>Pass marks</i>
1. Office Administration and Establishment Code	02 hours	100	40%
2. Financial Regulations	02 hours	100	40%

	<i>Paper</i>	<i>Syllabus</i>
1	Office Administration and Establishment Code	<p>Chapters: XV, XVI, XXIII, XXIV, XXV, XXVII, XXVIII, XXX, XXXIII, XLVII, XLVIII of Establishment code and the revised circulars of above chapters, also should be taken into consideration.</p> <p><i>Paper structure</i></p> <p>(a) Total number of questions is 5. Question 1 consists of 10 structured short questions. Rest of the 4 are essay type questions.</p> <p>(b) All questions are answerable.</p>
2	Financial Regulation	<p>This paper will be prepared based on the following chapters of Financial Regulations.</p> <p>(a) Chapter VI- Custody of Public Money, Imprest and Bank Accounts, safety of Public Finance, Board of survey, Over Draft, Bank Accounts (From FR 315 to 396)</p> <p>(b) Procurement Guide Lines 2006 - Procurement process and all revisions under goods and work should be taken into consideration.</p> <p><i>Paper structure</i></p> <p>(a) Total number of questions is 5. Question 1 consists of 10 structured short questions. Rest of the 4 are essay type questions.</p> <p>(b) All questions are answerable.</p>

Note: -

- Candidates can sit for the above subjects separately.
- If a candidate fails to complete the exam successfully within the due period, his/her next increment will be subjected to differ.

11. Issuance of an admission card to a candidate should not be regarded as an acceptance of his/ her eligibility to sit for the examination.

12. Candidates are bound by the rules and regulations stipulated by him in respect of holding this examination and issuance of results. A candidate who violates these rules and regulations will be liable to any punishment imposed by the Commissioner General of Examinations.

13. The decision of the Director General of Census and Statistics will be final in respect of any matter not provided in this *Gazette* notification.

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

Director General,
Department of Census & Statistics.

“Sankyana Mandiraya”
No.306/71,
Polduwa Road,
Battaramulla.

Specimen Application Form

SECOND EFFICIENCY BAR EXAMINATION
FOR GRADE I STATISTICAL OFFICERS IN THE
DEPARTMENT OF CENSUS AND
STATISTICS - 2014 (2020)

(For office use only)

Language Medium of Examination :-

Sinhala - 2

Tamil - 3

English - 4

(Indicate the relevant number in the cage)

01. 1.1 Full Name (In English Block Capitals) :———. (E.g.: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANA)

1.2 Write surname first and initials of other names at the end :———. (In English Block Capitals)

(E.g.: GUNAWARDHANA, H.M.S.K)

1.3 Full Name (In Sinhala/ Tamil) :———.

02. 2.1. Name and address of the Office/Department/ Institution :———. (In English Block capitals)

(Admission cards will be posted to this address)

2.2. Name and address of the Office/Department/ Institution :———. (In Sinhala/Tamil)

2.3 Personal Address :———.

(In English Block capitals)

2.4 Mobile No. :

Home Telephone No. :

03. National Identity Card No. :-

04. Sex :-

Male - 0

Female - 1

(Indicate the relevant number in the cage)

05. Subject/Subjects that you appear in this Examination :

Serial No.	Subject	Subject No.
1.		
2.		

06. Date of Birth :-

Year

Month

Date

07. Current Post :———.

7.1 Post :———.

7.2 Number of the appointment letter :———.

08. 8.1 Are you sitting for the examination for the first time ? :———.

8.2 If not, Value of the paid cash amount :———.

8.3 Receipt No. :———.

8.4 Date :———.

Affix the cash receipt (Only if applicable)
(It would be advisable to Keep a Photocopy of the receipt)

09. Declaration of the Applicant :

I declare that the above particulars are true and correct to the best of my knowledge and that I am eligible to appear for the examination, in the language medium indicated above and that the receipt of paid examination fees of Rs. has been affixed here. Further, I agree to abide by the rules and regulations imposed by the

Commissioner General of Examination regarding the conduct of this examination and issuing of results.

Signature of the Applicant.

Date : _____.

Note : The applicant should place her/his signature in the presence of the relevant Head of Department or an officer authorized to do so on behalf of him.

10. Attestation of the Signature

I hereby certify that Mr./Mrs./Miss..... who serves at my Department is personally known to me and that he/ she placed his/her signature in my presence onand receipt of paid examination fees has been affixed here.

Signature of the Attesting Officer.

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

(Certify by the official rank)

11. Certification of the Head of the Department

I certify that,

1. The particulars furnished by the above officer have been checked.
2. He/ she is eligible to sit for the examination.

Signature of the Head of Department and official stamp.

Name : _____.

Designation : _____.

Address : _____.

Date : _____.

03 - 412/2

MINISTRY OF PUBLIC ADMINISTRATION, HOME AFFAIRS AND PROVINCIAL COUNCILS AND LOCAL GOVERNMENT

Written Examination to Test Computer Literacy and Efficiency Bar Examination for Officers in Class III of Grama Niladhari Service - 2019(II)(2020)

1.0 I is hereby notified that an Efficiency Bar Examination and a written test in computer skills for the officers in

Class III of Grama Niladhari Service will be held by the Department of Examinations Sri Lanka, in the month of May in 2019 as per the approved recruitment procedure of Grama Niladhari Service, and the applications are called for the Examination.

2.0 This examination for officers in Class III of the Grama Niladhari Service will be held only in Colombo, Kandy, Galle, Matara, Jaffna, Mannar, Mullaitivu, Trincomalee, Batticaloa, Kurunegala, Anuradhapura, Badulla, Ratnapura and Killinochchi. Numbers relevant to each town is indicated in the below table. Examination will be held only in the towns determined for the purpose. The list of relevant towns and town numbers are given below. The relevant section of the application should be filled by referring to the table of towns and town numbers given below. It will not be allowed to change subsequently the town/ towns indicated. Any centre mentioned above can be canceled due to insufficiency of candidates and the candidates can be directed to a nearby centre. Further, when there is no sufficient number of applicants applied for the examination to be held in all proposed towns or majority of them, the Commissioner General of Examination will take necessary action to hold the examination only in Colombo.

Town	Town No.
Colombo	01
Kandy	02
Galle	03
Matara	04
Jaffna	05
Mannar	06
Mullaitivu	07
Trincomalee	08
Batticaloa	09
Kurunegala	10
Anuradhapura	11
Badulla	12
Ratnapura	13
Killinochchi	14

3.0 (i) This examination will be conducted by the Commissioner-General of Examinations and the candidates will be bound by the rules and regulations imposed by him with regard to the same.

(ii) The rules and regulations for candidates have been separately printed in the *Gazette* Notification.

Candidates will be subjected to any punishment imposed by the Commissioner- General of Examinations for violation of these rules and regulations.

4.0 *Eligibility.*– Officers who have been recruited to Grade III of Grama Niladhari Service as per the Procedure of Recruitment effective from 29.09.2010 are eligible to appear for this Examination.

5.0 *Examination Procedure.*– Candidates should sit for a written examination, which will consist of the following subjects :-

<i>Subject</i>	<i>Subject No.</i>	<i>Marks</i>	<i>Durations</i>
1. Office systems and Accounts	01	100	2 hours
2. Subject Related Professional Knowledge	02	100	2 hours
3. Computer Test	03	100	1 1/2 hours

5.1 *Office Systems, and Accounts (Subject No. 01)*

Office Systems

It is intended to test the candidate's ability to apply the basic knowledge on office systems used in Grama Niladhari office and other government offices, ability to understand official letters and documents properly and to present his/ her opinions/ observations through brief notes and the ability to draft a report on subject related matters.

Accounts

It is intended to test the candidates of their knowledge on basic accounts and accounts systems used in the duties related to Grama Niladhari Service and other government offices, functions of cash control accounts and procurement procedures.

Part I- Consists of a short answer test. Questions should be answered in the paper itself. Should answer all questions (25 marks)

Part II- A paper consisting of 03 structured essay type questions. All 03 questions should be answered. (75 marks)

5.2 *Subject related professional Knowledge (Subject No. 02)*

This paper is designed to test knowledge of Grama Niladhari on the duties entrusted to him by various acts and regulations, ministries, departments provincial councils and other statutory institutions of the government.

Part I - Consists of a short answer test. Questions should be answered in the paper itself. Should answer all questions (25 marks)

Part II- A paper consisting of 03 structured essay type questions. All 03 questions should be answered. (75 marks)

5.3 *Computer Test (Subject No. 03)*

The objective of this is to test whether the candidates is having following skills.

Basic concepts of Information Technology
Windows Operating System
Folder Management

Word Processing

File Management
Basic skills, screen familiarization, editing texts, Aligning text, fonts and attributes, indenting paragraphs, change of line spacing, Tab setting, finding and replacing text, spelling and grammar, thesaurus, working with columns, page setup, printing documents, creating tables. Sorting texts, file management, mail merging, working with macros

Spreadsheets

Basic skills, formatting, editing, columns and ranges, insertion and deletion, sorting data, creating charts, printing, @ function, working with macros, file management

Data Base

Introduction, Basic skills, Designing data base and use
Formats,
Queries, pop up Forms,
Dialog and message boxes
Sorting
Obtaining reports
Use of macro

Presentation/ Illustrations	Basic Skills, editing, formatting Applying Designs, Inserting images, Clip Art and Graphs Slide Transition and effects, Animations Using Presentation Tools Preparing Masters, Printing slides and notes.	the Computer Test of the Grama Niladhari First Efficiency Bar Examination.
Internet	Introduction to internet, world wide web, How to navigate, Practical internet	6.0 The examination will be held in Sinhala and Tamil medium and candidates should answer question papers in the language medium in which they sat for the entry examination to the relevant service or in an official language. In case of candidates who entered the service without a Competitive Examination, both papers should be answered in the language medium of their education or in an official language. It will not be allowed to change the language medium of examination applied for, subsequently.
Email	Introduction, basic skills, receiving mail, sending mail, responding to mails, working with attachments, creating and using nicknames, composing messages,	7.0 Officers may appear separately for each subject and at different occasions at their discretion. However, they should score at least 40% of the total marks allocated for each subject for a pass. The date on which the examination held for the candidate to complete all the subjects shall be treated as the date of passing the Efficiency Bar Examination.

This paper consists of two parts.

Part I - 40 Multiple Choice Questions/ short answer questions. Time 45 Minutes (40 Marks)

Part II - 05 Semi Structured questions. Time 45 Minutes (60 Marks)

Note.- Officers those who have obtained computer operating license awarded by National Apprentice and Industrial Training Authority and those who have obtained certificates (of which the recognition is equivalent or higher to computer operating license) on theory and practical knowledge of computer technology issued by the institutions recognized by Tertiary Education and Vocational Education Commission as per para 08 of annex 2 of Recruitment Procedure for Grama Niladharies dated 29.09.2010 shall be exempted from the requirement of passing this computer test. Further, officers who have obtained the certificate of Computer Application Assistant (NVQ - Level 3) offered by National Apprentice and Industrial Training Authority shall also be exempted from the written test.

In addition to the above courses, officers who have studied Computer Science/Information Technology as a main subject for a Computer Science/Information Technology Degree or Degree obtained from a University recognized by the University Grants Commission will be exempted from

8.0 The results of the examination will be issued by the Commissioner General of Examination to me and action will be taken to notify the applicants the names of the candidates who have passed the examination through District Secretaries and Divisional Secretaries.

9.0 The application for this examination should be in the form of the specimen appended to this notification and should be prepared by the candidate him/ her self. Applications should be sent by the Registered post through Divisional Secretariat of their Division Secretariat Division to reach the **Commissioner- General of Examinations, Organization (Establishment & Foreign Examinations) Branch, Department of Examinations of Sri Lanka, P.O Box 1503, Colombo,** on or before 30th March 2020. The name of the examination should be indicated at the top left hand corner of the envelope containing the application. Applications received after the closing date will be rejected. Incomplete applications, too, will not be accepted.

10.0 Candidates shall prove their identity to the satisfaction of the supervisor of the examination hall in respect of every subject they appear at the examination. For such purpose any of the following documents will be accepted :

- (i) The National Identity Card,
- (ii) A valid Passport,
- (iii) A valid Sri Lankan Driving License.

Also, the candidates should expose their identity without covering their face and ears when they enter into the examination hall. Applicants who refuse to do so, will not be allowed inside the examination hall. Further, the applicants should remain with their face and ears uncovered till they leave the examination hall, enabling the examination authorities to identify the applicant.

11.0 *Applications.*- Applications should be prepared in a paper of A4 size using both sides of the paper in such a manner that Title Nos. 1.0 to 4.0 appears on the first page and 5.0 to 7.0 on the second page. The application could be typewritten but it should be filled in correctly and legibly by candidate's own handwriting. Application should strictly conform to the specimen appended and candidates are advised not to send more than one application or photocopies. Applications that do not comply with the specimen and that have not been perfected properly will be rejected without notice. Please indicate the title of the examination appearing the specimen in English language as well, on both Sinhala and Tamil application forms. 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 and further it would be advisable to keep a photocopy of the completed application form.

12.0 Officers appearing for the examination for the first time need not pay examination fees. However, for subsequent sittings, Rs. 500/= for the whole examination or two (02) subjects and Rs. 250/= for only one subject should be paid at any Post/ Sub Post Office island-wide or to a District/ Divisional Secretariat to be credited to revenue head 20-03-02-13 of the Commissioner General of Examinations. The receipt obtained in favor of the applicant should be affixed to the relevant cage of the applications form. It is advisable to keep a photocopy of the receipt with the candidate. It will not be allowed to transfer the fee paid for this examination in favor of another. Further, no stamps or money orders for the examination fee will be accepted.

13.0 On the presumption that only the candidates who fulfill the qualifications specified under the *Gazette* notification have applied, the Commissioner- General of Examinations will issue copies of the time table and admission cards to all candidates whose applications have been received. Issuance of an admission card to a candidate

does not necessarily mean that the candidate has fulfilled the qualifications to sit the examination. Candidates should get their signature on the admission card attested in advance and surrender to the supervisor of the examination hall. Candidates without such admission card will not be allowed to sit the examination. A notification will be published by the Commissioner General of Examinations in newspapers and in the departmental official website as soon as the admission cards are issued to the candidates. "If there is any candidate who is yet to receive the admission card even after two or three days of such notification", it should be inquired from the Organizations (Establishment and Foreign Examinations) Branch, Department of Examinations of Sri Lanka as stipulated in the advertisement. When such an inquiry is made name of the examination applied for, full name of the applicant, National Identity card No. and address should be clearly mentioned. In case of applicants outside Colombo, it will be more effective to send a letter of request to the fax number mentioned in the said advertisement furnishing a fax number to which the admission card should be sent. It would be advisable to keep a copy of the application form kept at applicant's possession, copy of the receipt of examination fees and the receipt of registering the letter, in order to prove certain matters inquired by the Department of Examinations.

13.1 Candidate's signature in the admission card should have been attested by the Head of Establishment or an officer delegated by him. A candidate shall appear for the examination under the assigned index number at the relevant examination hall.

14.0 The Heads of Departments should approve duty leave for officers to whom admission cards have been issued by the Commissioner General of Examinations, enabling them to appear for the examination. No travelling expenses will be paid.

15.0 The candidates are subjected to the rules and regulations on the conduct of the examination imposed by the Commissioner General of Examination. The candidates are liable to be subjected to any punishments imposed by the Commissioner General of Examinations and my decision shall be the final, in respect of any matter not provided for in this notification.

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

S. HETTIARACHCHI,
Secretary,
Ministry of Public Administration,
Home Affairs and
Provincial Councils and Local Government.

Ministry of Public Administration, Home Affairs and
Provincial Councils and Local Government,
Independence Square,
Colombo-07,
On 25th February, 2020.

Specimen Form of Application

(For office use only)

EFFICIENCY BAR EXAMINATION AND WRITTEN EXAMINATION TO TEST COMPUTER LITERACY FOR OFFICERS IN CLASS III OF GRAMA NILADHARI SERVICE - 2019 (II) (2020)

	Town	Town No.
First Choice	1.	
Second Choice	2.	

(Indicate the name and the number of the town in which you wish to sit for the examination, in the order of your choice, as per the Para No .2.0 in the *Gazette* Notification)

Medium of examination :

Sinhala - 2
Tamil - 3

(Indicate the relevant number in the cage)
(This cannot be changed subsequently)

1.0 1.1 Name in full (In English Block Capitals):———. (Eg. HERATH MUDIYANSELAGE SAMAN KUMA GUNAWARDHANA)

1.2 Last Name With initials at the end :———. (In English Block Capitals) (Eg. GUNAWARDHANA, H.M.S.K.)

1.3 Name in full :———. (In Sinhala/ Tamil)

2.0 2.1 Address to which the admission card should be sent :———. (In English Block Capitals)

2.2 District and the District number to which the officer is attached :———.
(Indicate as per the Schedule I) (In English Block Capitals)

2.3 Divisional Secretariat and Divisional Secretariat number to which the officer is attached :———.
(Indicate as per the Schedule I) (In English Block Capitals) :———.

2.4 District and the Divisional Secretariat to which the officer is attached :———. (In Sinhala/ Tamil) :———.

3.0 3.1 National Identity Card No. :

3.2 Sex :-
Female - 1
Male - 0
(Indicate the relevant number in the cage.)

3.3 Date of Birth :-
Year : Month : Date :

3.4 Telephone No. :

4.0 Subject/s you offer on this sitting (Refer Para. 5.0 of the *Gazette* Notification):

Index No.	Subject	Subject No.
01		
02		
03		

5.0 5.1 Grade : _____.

5.2 Post : _____.

5.3 Date of appointment to the relevant Grade : _____.

6.0 **N.B.**– The receipt of the examination fee obtained from the Post/ Sub Post Office in favour of the applicant should be affixed here firmly :

Receipt No. : _____.

Post/Sub Post Office : _____.

Date : _____.

Amount Rs. : _____.

7.0 I declare that the above particulars are true and that I am eligible to appear for the examination in the language medium indicated above. Further, I agree to be bound by the rules and regulations issued by the Commissioner-General of Examinations regarding this examination. And I affirm that, I sit for the said examination as my first sitting/ I have paid the relevant examination fee and the receipt has been affixed hereto.

_____,
Signature of candidate.

Date : _____.

Certification of the Divisional Secretary

I certify that Mr/Mrs/Miss
. Grama Niladhari, who works at Grama Niladhari Division of in Divisional Secretary's Division ofand

- (i) has placed his/her signature in my presence ;
- (ii) have checked the details provided above ;
- (iii) the officer is eligible to sit for this examination :
- (iv) the officer is exempted from the examination fee since the first sitting/the receipt of the prescribed examination fee is affixed here (Delete inapplicable words)

_____,
Signature and official stamp of the
Divisional Secretary.

Name : _____,

Designation : _____,

Address: _____,

Date: _____.

SCHEDULE I

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Colombo	1103	Colombo 0 1
Kolonnawa	1106	
Kaduwela	1109	
Homagama	1112	
Hanwella	1115	
Padukka	1118	
Maharagama	1121	
Sri Jayawardanapura Kotte	1124	
Thimbirigasyaya	1127	
Dehiwala	1130	
Rathmalana	1131	
Moratuwa	1133	
Kesbewa	1136	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Negombo	1203	Gampaha 0 2
Katana	1206	
Divulapitiya	1209	
Meerigama	1212	
Minuwangoda	1215	
Wattala	1218	
Ja-Ela	1221	
Gampaha	1224	
Attanagalla	1227	
Dompe	1230	
Mahara	1233	
Kelaniya	1236	
Biyagama	1239	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Panadura	1303	Kalutara 0 3
Bandaragama	1306	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Horana	1309	Kalutara 0 3
Ingiriya	1310	
Bulathsinghela	1312	
Madurawala	1315	
Millaniya	1318	
Kalutara	1321	
Beruwala	1324	
Dodangoda	1327	
Mathugama	1330	
Agalawatta	1333	
Palindanuwara	1336	
Walallawita	1339	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Thumpane	2103	Kandy 0 4
Poojapitiya	2106	
Akurana	2109	
Pathadumbara	2112	
Panwila	2115	
Ududumbara	2118	
Minipe	2121	
Medadumbara	2124	
Kundasale	2127	
Gangawata Korale	2130	
Harispattuwa	2133	
Hataraliyadda	2134	
Yatinuwara	2136	
Udunuwara	2139	
Doluwa	2142	
Pathahewaheta	2145	
Delthota	2148	
Udawalpaya	2151	
Gangaihalala Korale	2154	
Pasbage Korale	2157	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Galewela	2203	Matale 0 5
Dambulla	2206	
Naula	2209	
Pallepola	2212	
Yatawatta	2215	
Matale	2218	
Ambangaga Korale	2221	
Laggala Pallegama	2224	
Wilgamuwa	2227	
Raththota	2230	
Ukuwela	2233	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kothmale	2303	Nuwara Eliya 0 6
Haguranketha	2306	
Walapane	2309	
Nuwara Eliya	2312	
Ambagamuwa	2315	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Benthota	3103	Galle 0 7
Balapitiya	3106	
Karandeniya	3109	
Elpitiya	3112	
Niyagama	3115	
Thawalama	3118	
Neluwa	3121	
Nagoda	3124	
Baddegama	3127	
Welivitiya Divithura	3130	
Ambalangoda	3133	
Hikkaduwa	3136	
Gravets	3139	
Bope Poddala	3142	
Akmeemana	3145	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Yakkalamulla	3148	Galle 0 7
Imaduwa	3151	
Gonapeenuwala	3154	
Habaraduwa	3157	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Pitabeddara	3203	Matara 0 8
Kotapola	3206	
Pasgoda	3209	
Mulatiyana	3212	
Athuruliya	3215	
Akuressa	3218	
Welipitiya	3221	
Malimbada	3224	
Kamburupitiya	3227	
Hakmana	3230	
Kirinda Puhulwella	3233	
Thihagoda	3236	
Weligama	3239	
Matara	3242	
Devinuwara	3245	
Dikwella	3248	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Sooriyawewa	3303	Hambantota 0 9
Lunugamwehera	3306	
Thissamaharama	3309	
Hambanthota	3312	
Ambalanthota	3315	
Angunakolapelessa	3318	
Weeraketiya	3321	
Katuwana	3324	
Okewela	3327	
Beliatta	3330	
Tangalle	3333	
Walasmulla	3336	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kayts (Island North)	4103	Jaffna 1 0
Chankanei (Walikamum West)	4106	
Sandilipay (Walikamum South West)	4109	
Thelippalei (Walikamum North)	4112	
Uduvil (Walikamum South)	4115	
Kopai (Walikamum East)	4118	
Karaweddi (Wadamarachchi South West)	4121	
Maruthankerny (Wadamarachchi East)	4124	
Point Pedro (Wadamarachchi North)	4127	
Chawakachcheri (Thenmarachchi)	4130	
Nallur	4133	
Jaffna	4136	
Velanai (Island South)	4139	
Delft	4142	
Kareinagar	4145	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Mannar	4203	Mannar 1 1
Manthai West	4206	
Madu	4209	
Nanaddan	4212	
Musali	4215	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Vavuniya North	4303	Vavuniya 1 2
Vavuniya South	4306	
Vavuniya	4309	
Vengalacheddikulam	4312	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Thunukkai	4403	Mullativu 1 3
Manthai East	4406	
Pudukuduirippu	4409	
Oddusudan	4412	
Maritimepattu	4415	
Welioya	4418	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Pachchilaipalli	4503	Kilinochchi 1 4
Kandawalai	4506	
Karachchi	4509	
Punakari	4512	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Koralepattu North	5103	Batticaloa 1 5
Koralepattu West (Oddamawadi)	5106	
Koralepattu (Valaichchenai)	5109	
Eravurpattu	5112	
Eravurpattu Town	5115	
Manmunei North	5118	
Manmunei West	5121	
Kaththankudi	5124	
Manmunei pattu	5127	
Manmunei South West	5130	
Porativupattu	5133	
Manmunei South	5136	
Koralepattu South	5139	
Koralepattu Central	5142	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Dehiaththakandiya	5203	Ampara 1 6
Padiyathalawa	5206	
Maha Oya	5209	
Uhana	5212	
Ampara	5215	
Nawindaweli	5216	
Samanthurei	5218	
Kalmuna-Tamil	5224	
Saindamarudu	5225	
Karativu	5227	
Nindavur	5230	
Addalachchena	5233	
Eragama	5234	
Akkaraipattu	5236	
Alayadivembu	5239	
Damana	5242	
Thirukkivil	5245	
Pothuvil	5248	
Lahugala	5251	
Kalmuna - Muslim	5254	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Padavi Sri pura	5303	Trincomalee 1 7
Kuchchaveli	5306	
Gomarankadawala	5309	
Morawewa	5312	
Town and Gravets	5315	
Thambalagamuwa	5318	
Kanthale	5321	
Kinniya	5324	
Muthur	5327	
Seruvila	5330	
Verugal/ Echchalampattuwa	5333	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Giribawa	6103	Kurunegala 1 8
Galgamuwa	6106	
Ehetuwewa	6109	
Ambanpola	6112	
Kotawehera	6115	
Rasnayakapura	6118	
Nikaweratiya	6121	
Mahawa	6124	
Polpithigama	6127	
Ibbagamuwa	6130	
Ganewatta	6133	
Wariyapola	6136	
Kobeigane	6139	
Bingiriya	6142	
Bamunakotuwa	6149	
Maspotha	6151	
Kurunegala	6154	
Mallavapitiya	6157	
Mawathagama	6160	
Rideegama	6163	
Weerambagedara	6166	
Kuliyapitiya East	6169	
Kuliyapitiya West	6172	
Udubaddawa	6175	
Pannala	6178	
Narammala	6181	
Alawwa	6184	
Polgahawela	6187	
Paduwasnuwara East	6190	
Paduwasnuwara West	6193	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Puttlam	6215	Puttalam 1 9
Mundalama	6218	
Mahakumbukkadawala	6221	
Anamaduwa	6224	
Pallama	6227	
Arachchikattuwa	6230	
Chilaw	6233	
Madampe	6236	
Mahawewa	6239	
Naththandiya	6242	
Wennappuwa	6245	
Dankotuwa	6248	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Padaviya	7103	Anuradhapura 2 0
Kebithigollewa	7106	
Medawachchiya	7109	
Mahawilachchiya	7112	
Nuwaragampalatha Central	7115	
Rambewa	7118	
Kahatagasdigiliya	7121	
Horoupathana	7124	
Galenbindunuwewa	7127	
Mihinthale	7130	
Nuwaragampalatha East	7133	
Nachchaduwa	7136	
Nochchiyagama	7139	
Rajanganaya	7142	
Thambuttegama	7145	
Thalawa	7148	
Thirappane	7151	
Kekirawa	7154	
Palugaswewa	7157	
Ipalogama	7160	
Galnewa	7163	
Palagala	7166	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kalpitiya	6203	Puttalam 1 9
Wanathavilluwa	6206	
Karuwalagaswewa	6209	
Nawagaththegama	6212	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Higurakgoda	7203	Polonnaruwa 2 1
Medirigiriya	7206	
Lankapura	7209	
Welikanda	7210	
Dimbulagala	7212	
Thamankaduwa	7215	
Elahera	7218	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Mahiyanganaya	8103	Badulla 2 2
Rideemaliyadda	8106	
Meegahakiula	8109	
Kandaketiya	8112	
Soranathota	8115	
Passara	8118	
Lunugala	8119	
Badulla	8121	
Hali Ela	8124	
Uwa Paranagama	8127	
Welimada	8130	
Bandarawela	8133	
Ella	8136	
Haputhale	8139	
Haldummulla	8142	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Bibila	8203	Monaragala 2 3
Madulla	8206	
Medagama	8209	
Siyambalanduwa	8212	
Monaragala	8215	
Badalkumbura	8218	
Buttala	8221	
Wellawaya	8224	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kataragama	8227	Monaragala 2 3
Thanamalwila	8230	
Sewanagala	8233	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Eheliyagoda	9103	Rathnapura 2 4
Kuruwita	9106	
Kiriella	9109	
Rathnapura	9112	
Imbulpe	9115	
Balangoda	9118	
Opanayake	9121	
Pelmadulla	9124	
Elapatha	9127	
Ayagama	9130	
Kalawana	9133	
Niwithigala	9136	
Kahawatta	9139	
Godakawela	9142	
Weligepola	9145	
Embilipitiya	9148	
Kolonna	9151	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Rambukkana	9203	Kegalle 2 5
Mawanella	9206	
Aranayake	9209	
Kegalle	9212	
Galigamuwa	9215	
Warakapola	9218	
Ruwanwella	9221	
Bulathkohupitiya	9224	
Yatyanthota	9227	
Dehiovita	9230	
Deraniyagala	9233	

**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)**

1. All Notices and Advertisements are published at the risk of the Advertisers.
2. 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.**
3. The office hours are from 8.30 a.m. to 4.15 p.m.
4. Cash transactions will be from 9.00 a.m. to 3.00 p.m.
5. **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.
6. To avoid errors and delay “copy” should be **on one side of the paper only and typewritten.**
7. **All signatures should be repeated in block letters below the written signature.**
8. Notices re-change of name from Non-Government Servants and Trade Advertisements are not accepted for publication.
9. Advertisements purporting to be issued under Orders of Courts will not be inserted unless signed or attested by a Proctor of the Supreme Court.
10. **The authorised scale of charges for Notices and Advertisements is as follows from January 01st, 2013 :-**

<i>Rs.</i>	<i>cts.</i>
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.)

11. 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.
12. 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.
13. 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.
14. **REVISED SUBSCRIPTION RATES EFFECTIVE FROM JANUARY 1ST 2013 :**

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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 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>			
	2020					
MARCH	06.03.2020	Friday	—	20.02.2020	Thursday	12 noon
	13.03.2020	Friday	—	28.02.2020	Friday	12 noon
	20.03.2020	Friday	—	06.03.2020	Friday	12 noon
	27.03.2020	Friday	—	13.03.2020	Friday	12 noon
APRIL	03.04.2020	Friday	—	20.03.2020	Friday	12 noon
	09.04.2020	Thursday	—	27.03.2020	Friday	12 noon
	17.04.2020	Friday	—	03.04.2020	Friday	12 noon
	24.04.2020	Friday	—	09.04.2020	Thursday	12 noon
	30.04.2020	Thursday	—	17.04.2020	Friday	12 noon
MAY	06.05.2020	Wednesday	—	24.04.2020	Friday	12 noon
	15.05.2020	Friday	—	30.04.2020	Thursday	12 noon
	22.05.2020	Friday	—	06.05.2020	Wednesday	12 noon
	29.05.2020	Friday	—	15.05.2020	Friday	12 noon

GANGANI LIYANAGE,
Government Printer.

Department of Government Printing,
Colombo 08,
01st January, 2020.