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

අංක 2,237 – 2021 ජූලි මස 16 වැනි සිකුරාදා – 2021.07.16  
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### 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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- Note.**— (i) Contempt of Courts Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of July 09, 2021.
- (ii) Finance Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of July 09, 2021.

#### 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 06th August, 2021 should reach Government Press on or before 12.00 noon on 22nd July, 2021.

#### 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, 2021.

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



**1. General Qualifications required :**

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

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

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

**2. Conditions of Service-General :**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**4. Terms of Engagement :**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**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.

## Posts – Vacant

### PUBLIC SERVICE COMMISSION

#### Recruitment for the Post of Legal Officer (Executive Service Category Grade III) in the Office of the Cabinet of Ministers on Open Basis - 2021

APPLICATIONS are invited from Sri Lankan citizens to fill the vacancy of the Post of Legal Officer, (Executive Grade III Category) in the Office of the Cabinet of Ministers who have fulfilled the qualifications mentioned in this notification.

1. *Method of Recruitment:* The Candidate, who obtains the highest marks based on the results of an Eligibility Assessment conducted by an Aptitude Evaluation Interview Board appointed by the Public Service Commission from among the applicants, who have fulfilled the qualifications specified in the Notification, will be recruited to fill the vacancy. The Aptitude Evaluation Interview will be conducted in compliance with the marking scheme (mentioned under No.6) approved by the Public Service Commission.

The effective date of appointment shall be determined by the Public Service Commission.

#### 2. Required Qualifications :

(i) Educational/Professional Qualifications Having taken oaths as an Attorney-at-Law in the Supreme Court.

(ii) Experience

Having obtained an active professional experience of not less than (03) years after taking oaths as an Attorney-at-Law in the Supreme Court, (the documents to be presented at the interview as verifying the active professional experience should clearly state the time period and the date of the experience, and the official stamp of the Attestor)

OR

Having obtained the relevant experience of the following tasks in the legal field at a Institution for a period of not less than (03) years after swearing in as an Attorney-at-Law in the Supreme Court.

(a) Coordinating with Legal Affairs and the Attorney General's Department regarding the Government Cases.

(b) Legal activities relating to Agreements.

(c) Legal activities relating to Acts and Ordinances.

(d) Drafting of legal documents such as Bills, Circular Regulations.

(e) Legal or judicial activities or inquiries conducted by other Statutory Institutions. (These facts should be confirmed by a certificate issued by the Secretary/Head of Department)

#### (iii) Physical Qualifications :

Every candidate should be physically and mentally fit to serve in any part of Sri Lanka and to perform the duties assigned to the post.

#### (iv) Other Qualifications :

- Shall be a citizen of Sri Lanka.
- Shall be of excellent character.
- A clergyman of any denomination is not eligible to apply.
- All the required qualifications for recruitment to the post shall be completed in every respect as at the closing date of applications.

#### 3. Conditions for engagement in Service and Service Conditions:

(i) This post is permanent and pensionable. You are subjected to any policy decisions taken in future regarding a pension scheme entitled to you. You are required to make your contributions to the Widows and Orphans Pension Scheme/ Widowers and Orphans Pension Scheme. Contribution shall be made as ordered required by the Government from time to time.

(ii) This appointment is subjected to a probationary period of 03 years. The First Efficiency Bar Examination shall be passed within 03 years of the appointment as prescribed in the Scheme of Recruitment.

(iii) Proficiency in the relevant Official language/ languages should be obtained in accordance with the provisions of the Public Administration Circular No.18/2020 dated 16.10.2020.

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

(v) The Medium of Language you are eligible for appointment will be the language medium mentioned in the Application Form and the language medium in which the application is made will not permitted to be changed later.

4. *Age Limit*: Should be not less than 21 years of age and not more than 45 years of age as at the closing date for applications.

5. *Salary Scale* :

- As per Schedule I of the Public Administration Circular No.03/2016 dated 25-02-2016, the monthly salary scale applicable to this post is Rs. 47, 615 -10x1,335 – 8x1,630 – 17x2,170 – Rs. 110,895 (SL 1-2016).

6. *The below mentioned marking scheme will be the basis for the Aptitude Evaluation Interview:*

| Serial Number | Subject   | Marks   | Maximum Marks |
|---------------|---|---|---------------|
| <b>01</b>     | <p><b>Additional Educational Qualifications</b></p> <p>(a) A Post Graduate Degree in Law from a University recognized by the University Grants Commission</p> <p>(b) A Post Graduate Diploma in Law from a University recognized by the University Grants Commission or a Post Graduate Diploma in Law from the Institute of Advanced Legal Studies of Sri Lanka Law College</p> <p>(c) The following obtained from a University recognized by the University Grants Commission;</p> <ul style="list-style-type: none"> <li>• Bachelor of Laws Degree with First Class Honors</li> <li>• Bachelor of Laws Degree with a Second Class (Upper)</li> <li>• Bachelor of Laws with a Class</li> <li>• Bachelor of Laws with an Ordinary Pass</li> </ul> <p>(d) First Class Pass in the Final Year of Sri Lanka Law College</p> <p>Second Class Pass in the Final Year of Sri Lanka Law College</p> <p><b>Note I:</b> 05 marks will be given only if the Final Examination of the Sri Lanka Law College is passed with Honors.</p> <p><b>Note II:</b> Marks will be given only for the highest qualification.</p> | <p>25</p> <p>20</p> <p>15</p> <p>10</p> <p>07</p> <p>05</p> <p>10</p> <p>05</p> | <b>25</b>     |
| <b>02</b>     | <p><b>Additional Professional Experience</b></p> <p>Additional Experience of the nature referred to in 2.(ii) of the notification calling for applications.</p> <p>(Except 03 years experience required to obtain the basic qualification)</p>  |   | <b>35</b>     |

| Serial Number | Subject   | Marks | Maximum Marks |
|---------------|---|-------|---------------|
|               | <ul style="list-style-type: none"> <li>– 07 marks per year : maximum 35 marks</li> <li>– For more than 06 months and less than one year : 03 marks</li> <li>– Additional experience should be attested by a certificate obtained from a lawyer or an officer of the Judicial Service who has completed a period of service of not less than 15 years (this period of service should be mentioned in the certificate issued on behalf of the applicant).</li> <li>– The relevant Head of Department/Institution should confirm that the above qualifications have been fulfilled by an officer in the government or private sector during his tenure in a legal position by a service certificate.</li> </ul>  |       |               |
| 03            | <p><b>Knowledge of Information Technology</b></p> <ul style="list-style-type: none"> <li>(a) For having followed Information Technology or Computer Science as a main subject for a Degree from a University recognized by the University Grants Commission. 10</li> <li>(b) For a Diploma in Information and Communication Technology in the field of Law obtained from a University recognized by the University Grants Commission or from the Sri Lanka Law College or any other Government recognized professional Institution. 08</li> <li>(c) Diploma in Computer Science or Information Technology from a University recognized by the University Grants Commission or a Diploma in Computer Science or Information Technology at NVQ Level 5 or above from any other Institution. 05</li> <li>(d) Certificates obtained by attending courses/ training programs in the field of Information and Communication Technology in the field of Law at a University recognized by the University Grants Commission at the Sri Lanka Law College or any other Government recognized training/ professional Institution. (02 marks each for a maximum of two certificates will be given) 04</li> </ul> <p><b>Note:</b> Marks will be given only for the highest qualification.</p> |       | 10            |
| 04            | <p><b>Language Ability</b></p> <ul style="list-style-type: none"> <li>(a) Degree obtained from a University recognized by the University Grants Commission with the English language included as a main subject. 15</li> <li>(b) Post Graduate Degree in Law studied in the English Medium at a University recognized by the University Grants Commission or a Post Graduate Diploma in Law from the Sri Lanka Law College studied in the English Medium. 12</li> <li>(c) For a English language Diploma from a University recognized by the University Grants Commission or NVQ 5 or a higher Diploma in English language from any other Institution recognized by the University Grants Commission. 10</li> </ul>   |       | 15            |

| Serial Number | Subject   | Marks | Maximum Marks |
|---------------|---|-------|---------------|
|               | (d) Passed the G.C.E. (Advanced Level) Examination (Local or London) with at least a Distinction Pass in English or an IELTS (Academic) overall score of 6.5 or higher, TOEFL-IBT 79 marks or higher, TOEFL-CBT 213 marks or higher or TOEFL-PBT 550 marks or higher. | 08    |               |
|               | (e) Advanced Certificate in English from a University recognized by the University Grants Commission or NVQ Level 4 Certificate in English from any other Institution recognized by the University Grants Commission.   | 05    |               |
|               | <b>Note:</b> Marks will be given only for the highest qualification.  |       |               |
| <b>05</b>     | Competencies shown at the interview   |       | <b>15</b>     |
|               | i. General Knowledge and Intelligence   | 05    |               |
|               | ii. Knowledge of modern trends in the field of Law  | 05    |               |
|               | iii. Ability to express ideas clearly and the personality   | 05    |               |
|               | <b>Total</b>  |       | <b>100</b>    |

**Note :** If the relevant periods are not mentioned in the certificates submitted at the Aptitude Evaluation Interview, it is the responsibility of the Applicant to submit such certificates after obtaining the written confirmation of the relevant periods by the relevant institution. Certificates without relevant periods so mentioned or the relevant periods not confirmed will not be considered for giving marks.

**7. The identity of the Candidates :**

Only those candidates who have submitted completed applications in all respects will be called for the Aptitude Evaluation Interview.

Original certificates and duly certified copies of the certificates should be presented at the interview.

To certify the identity of the candidates at the interview, the following documents of identification will be accepted.

- (i) Valid National Identity Card issued by the Commissioner General of Registration of Persons.
- (ii) Valid Passport.

**8. Method of submitting an Application :**

- (i) Applications shall be sent by registered post to reach the “Secretary to the Cabinet, Office of the Cabinet of Ministers, Republic Building, Sir Baron Jayathilake Mawatha, Colombo 01” to be received on or before **23rd of August 2021**. Applications received after the closing date will be rejected.
- (ii) A specimen Application form to be submitted appears at the end of this notification. Applicants should prepare their applications on A4 size papers and fill the first page from No. 1.1 to No. 3.5, the second page from No. 4.0 to 5.0 and the third page from No.6.0 to 8.0 in their own handwriting.
- (iii) "Recruitment to the Post of Legal Officer - Grade III" shall be mentioned at the top left corner of the envelope enclosing the application.
- (iv) The Applicants signature on the Application should be attested by a Principal of a Government School/ Justice of Peace/Commissioner of Oaths/Attorney-at-Law/Notary Public /Commissioned Officer of Armed Forces or by an officer holding a permanent post in the Government or Provincial Public Service earning a consolidated monthly salary of Rs. 47,615/- or above.

- (v) Officers currently employed in the Public Service or Provincial Public Service should submit their applications through the Head of Department of the Department in which they are serving.
- (vi) The applications which are not in conformity with the accompanying specimen Application form will be rejected. No complaints will be accepted on loss or delay of the applications.

9. *Furnishing False Information:* If any of the information furnished in the application sent by you is found to be false or erroneous before the recruitment, your candidature will be canceled. In case such falsehood or error is detected after the recruitment, action will be taken to discontinue your service, subject to the relevant action.

10. The Public Service Commission reserves the right to fill or not to fill the vacancy.

11. In case of any inconsistency or discrepancy among the texts of this *Gazette* Notification, in Sinhala, Tamil and English languages, the Sinhala language text shall prevail.

12. In case of any problematic issue arises regarding any matter not mentioned in this Notification or the recruitment procedure, the decisions taken by the Public Service Commission in that regard shall be final.

On the order of the Public Service Commission,

Secretary to the Cabinet,  
Office of the Cabinet of Ministers.

Republic Building,  
Sir Baron Jayathilake Mawatha,  
Colombo 01.  
07 of July 2021

### SPECIMEN APPLICATION

OFFICE OF THE CABINET OF MINISTERS RECRUITMENT TO THE POST OF LEGAL OFFICER  
(GRADE III) - EXECUTIVE SERVICE CATEGORY

(For Office use only)

(Write the relevant medium number in the box)

Sinhala - 2/Tamil - 3/English - 4

Note: The medium of application cannot be changed.

- 1.0 1.1 Full name (Mr./Mrs./Miss.):.....  
(In Sinhala/Tamil)
- 1.2 Full name: .....  
(In English capital letters)
- 1.3 Name with initials (Mr./Mrs./Miss.) : .....  
(In Sinhala/Tamil)
- 1.4 Name with initials (Mr./Mrs./Miss.) : .....  
(In English capital letters)
- 2.0 2.1 Permanent address : .....  
(In Sinhala/Tamil)
- 2.2 Permanent address: .....  
(In capital letters)



2.3 Phone Number : .....

3.0 3.1 Gender : Male - 0  (write the relevant number in the cage)  
Female - 1

3.2 Marital status : Married - 1  (write the relevant number in the cage)  
Unmarried - 2

3.3 Date of Birth : Year :  Month :  Date :

3.4 Age as at 23.08.2021: Years :  Months :  Days :

3.5 National Identity Card Number :

4.0 4.1 Details of qualifications achieved as per the notification calling for applications:

| Qualification | Institution | Validity date of the qualification |
|---------------|-------------|------------------------------------|
| .....         | .....       | .....                              |
| .....         | .....       | .....                              |

Date on which the Oaths taken as an Attorney-at-Law : .....

4.2 Details of each qualification under No.6 of the notification for calling applications:

| Qualification  | Institution    | Validity date of the qualification |
|--|----------------|------------------------------------|
| (a) Additional Educational Qualifications:<br>.....<br>..... | .....<br>..... | .....<br>.....                     |
| (b) Additional Professional Experience:<br>.....<br>.....    | .....<br>..... | .....<br>.....                     |
| (c) Language Proficiency:<br>.....<br>.....                  | .....<br>..... | .....<br>.....                     |
| (d) Knowledge on Information Technology:<br>.....<br>.....   | .....<br>..... | .....<br>.....                     |

5.0 Have you ever been convicted by a Court of Law? :.....  
If “Yes”, please explain: .....

6.0 Certificate of the applicant:

I, hereby declare that all the information provided by me in this application is true and correct, that all the parts have been duly completed and that I am aware that I will be subject to disqualification if this declaration is found to be untrue prior to my selection and dismissal if such a situation is discovered after the selection.

.....,  
Signature of the applicant.

Date:.....

### 7.0 Attestation of the Signature of the Applicant:

I certify that Mr./Mrs./Miss ..... who has submitted this application, is personally known to me and that he/she placed his/her signature on ..... in my presence.

Date :.....

.....  
Signature of the officer certifying the signature.

Full name :.....

Designation :.....

(confirm with the official stamp)

### 8.0 Recommendation of the Secretary to the Ministry/Head of Department (only for Public Service Applicants) :

I certify that the above mentioned Mr./Mrs./Miss..... serves at the Ministry/Department/Institute of ..... that the information furnished by him/her is accurate, that work and attendance are satisfactory, that no allegations have been levelled against him/her and that if he/she is selected for the post, he/she can be released from the service of this Institution.

Date :.....

.....  
Signature of the Secretary to the Ministry/  
Head of Department/Institution

Name :.....

Designation :.....

(Place the official stamp)

07-423

## PARLIAMENT OF SRI LANKA

### Vacancies

#### POST OF MOTOR MECHANIC

APPLICATIONS are invited from the citizens of Sri Lanka who are physically sound and of excellent moral character for the post of “**Motor Mechanic**” on the Staff of the Secretary- General of Parliament.

Applications prepared in accordance with the specimen given below should be sent under registered cover to reach the “**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**” on or before August 06, 2021. The post “**Motor Mechanic**” should be indicated on the top left-hand corner of the envelope. (This information is also available on the website: [www.parliament.lk](http://www.parliament.lk))

1. *Salary Scale.*– According to the Schedule I of the Management Services Circular 06/2016 dated 07.11.2016, the monthly salary scale for this post is Rs. 30,350 – 11x330/10x380 – Rs. 37,780. Selected candidates will be placed initially at the monthly salary step of

Rs. 30,350/= . (On this salary scale, the minimum initial monthly remuneration, together with all the allowances will be approximately Rs.66, 500 /=)

2. *Educational Qualifications.*– Should have passed the General Certificate of Education (Ordinary Level) Examination in six subjects including credit passes for Sinhala/Tamil language and Mathematics and a simple pass for English in not less than two sittings.

3. *Professional Qualifications.*– Should have successfully completed a full time course in motor mechanism having not less than three years of duration, conducted by the Ceylon – German Technical Training Institute or any other Government/recognized Private institute.

And

Valid license to drive all kinds of motor vehicle. (**NVQ Level 4 or above qualification in the field of Motor Mechanism will be considered as an added qualification**)

4. *Experience.*– Not less than five years in a Government/Recognized private institute in the field of Motor Mechanism.



03. (a) Private Address : .....

Telephone No. : 

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

(b) Office Address : .....

Telephone No. : 

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

(c) Please indicate the address to where the admission to be posted

Private  Office

04. (a) Date of Birth: Year :..... Month :..... Date :.....  
 (A copy of the Birth Certificate should be attached)

(b) Age as at the closing date of applications: Years :..... Months :..... Days :.....

05. Civil Status: (Married/Unmarried) : .....

06. Gender: (Male/Female) : .....

07. State whether a citizen of Sri Lanka: (Yes/No) : .....

08. Educational Qualifications: (Copies of relevant certificates should be attached) :

| Examination   | Subject       | Pass | Year |
|---------------|---------------|------|------|
| G.C.E.<br>O/L | Sinhala/Tamil |      |      |
|               | Mathematics   |      |      |
|               | English       |      |      |
|               |               |      |      |
|               |               |      |      |
|               |               |      |      |
|               |               |      |      |
|               |               |      |      |

09. Professional Qualifications (copies of the certificates should be attached) :  
 .....  
 .....

10. Other Qualifications (copies of the certificates should be attached) :  
 .....  
 .....

11. Experience (copies of the certificates should be attached) :

| Institution | Post | Service Period |
|-------------|------|----------------|
|             |      |                |

12. Details of Present Employment:

- (a) Name and Address of the Institution: .....  
(b) Date of First Appointment: .....  
(c) Present Post: .....  
(d) Monthly basic salary: .....  
(e) Allowances: .....  
(f) Gross Salary: .....

13. Have you been convicted for any criminal offence by a Court of Law? (Yes / No)

If so, give details: .....  
.....

14. Have you served under the Government before? ( Yes / No )

If so, give details: .....  
.....

I do hereby certify that all the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

Date: .....

.....  
Signature of the Applicant.

07-453/1

**PARLIAMENT OF SRI LANKA**

**Vacancies**

**POST OF SECURITY OFFICER**

APPLICATIONS are invited from the citizens of Sri Lanka who are physically sound and of excellent moral character for the post of “**Security Officer**” on the Staff of the Secretary- General of Parliament.

Applications prepared in accordance with the specimen given below should be sent under registered cover to reach the “**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**” on or before **August 06, 2021**. The post “**Security Officer**” should be indicated on the top left-hand corner of the envelope. (This information is also available on the website: [www.parliament.lk](http://www.parliament.lk))

1. *Salary Scale.*– According to the Schedule I of the Management Services Circular 06/2016 dated 07.11.2016, the monthly salary scale for this post is Rs. 28,250 – 9x300/10x330/3x380 – Rs. 35,390/- (On this salary scale, the minimum initial monthly remuneration, together with all the allowances will be approximately Rs.62, 000 /=)

2. *Educational Qualifications and Experience.*– Should have passed the General Certificate of Education (Ordinary Level) Examination in six subjects including a credit pass for Sinhala or Tamil language and simple passes for Mathematics and English at not less than two sittings

And

Commendable service of not less than 10 years in one of the Armed Forces (Regular) or in the Sri Lanka Police Service and holding a rank not less than or equivalent to Sergeant in the Army and in the Police.

3. *Age Limit.*– Should not be less than 30 years and not more than 40 years of age as at the closing date of applications.

4. *Method of Recruitment.*– Through a written test and an interview.

5. *Terms and Conditions of Service :*

I. This post is permanent. Pension entitlement pertaining to this post will be determined according to the policy decisions taken by the Government in future. Appointment will be made initially subject to a three-year (03)



**(c) Please indicate the address to where the admission to be posted**

Private  Office

04. (i) Date of Birth: Year :..... Month :..... Date :.....  
(A copy of the Birth Certificate should be attached)  
(ii) Age as at the closing date of applications: Years :..... Months :..... Days :.....
05. Civil Status: (Married/Unmarried) : .....
06. Gender: (Male/Female) : .....
07. State whether a citizen of Sri Lanka: (Yes/No) : .....
08. Educational Qualifications: (Copies of relevant certificates should be attached) :

| <i>Examination</i>    | <i>Subject</i>       | <i>Pass</i> | <i>Year</i> |
|-----------------------|----------------------|-------------|-------------|
| <i>G.C.E.<br/>O/L</i> | <i>Sinhala/Tamil</i> |             |             |
|                       | <i>Mathematics</i>   |             |             |
|                       | <i>English</i>       |             |             |
|                       |                      |             |             |
|                       |                      |             |             |
|                       |                      |             |             |
|                       |                      |             |             |
|                       |                      |             |             |
|                       |                      |             |             |
|                       |                      |             |             |

09. Other Qualifications (copies of the certificates should be attached) :  
.....  
.....  
.....

10. Experience (copies of the certificates should be attached) :

| <i>Institution/Department</i> | <i>Post</i> | <i>Service Period</i> |
|-------------------------------|-------------|-----------------------|
|                               |             |                       |
|                               |             |                       |
|                               |             |                       |

11. Details of Present Employment:

- (a) Name and Address of the Institution: .....
- (b) Date of First Appointment: .....
- (c) Present Post: .....
- (d) Monthly basic salary: .....
- (e) Allowances: .....
- (f) Gross Salary: .....

12. Have you been convicted for any criminal offence by a Court of Law? (Yes / No)

If yes, give details: .....

13. Have you served under the Government before? ( Yes / No )

If yes, give details: .....

I do hereby certify that all the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

Date: .....

.....  
Signature of the Applicant.

*Certification of Head of Department/Institution*  
(Only for applicants serving in the Armed forces and in the Police)

Secretary - General of Parliament,

I recommend and forward the application of Mr / Mrs /Miss ..... holding the rank of .....  
..... in Sri Lanka Army/Air Force /Navy/Police. I certify that he/she has been/has not been confirmed in this post and his/her work and conduct are satisfactory and that he/she has not been subjected to any disciplinary action or there is no intention to make such inquiry. He/she can be released/cannot be released from the service if selected for this post.

Date: .....

.....  
Signature of Head of Department/Institution.  
(Official Stamp)

07-453/2

**PARLIAMENT OF SRI LANKA**  
**VACANCIES**

**POST OF GARDEN MAINTENANCE ASSISTANT**

APPLICATIONS are invited from the citizens of Sri Lanka who are physically sound and of excellent moral character for the post of Garden Maintenance Assistant on the staff of the Secretary- General of Parliament.

Applications prepared in accordance with the specimen given below should be sent under registered cover to reach the “**Secretary-General of Parliament, Parliament of Sri Lanka, Sri Jayewardenepura Kotte**” on or before **August 06, 2021**. The post of “**Garden Maintenance**

**Assistant**” should be indicated on the top left-hand corner of the envelope. (This advertisement is also available on the website: [www.parliament.lk](http://www.parliament.lk))

1. *Salary Scale.*– According to the Schedule I of the Management Services Circular 06/2016 dated 07.11.2016, the monthly salary scale for this post is Rs. 25, 520 – 9 x 270 / 10 x 300 / 6 x 330 – 32,930. (On this salary scale, the minimum initial monthly remuneration together with all the allowances will be approximately Rs. 57,000/=)

2. *Age Limit.*– Should not be less than 18 years and not more than 30 years of age as at the closing date for applications. (This upper age limit will not apply for those who have already been confirmed in Public/Provincial Public service)



3. *Educational Qualifications, Professional Qualifications and Experience*

- (a) Should have passed General Certificate of Education (Ordinary Level) Examination in six subjects including Sinhala or Tamil language and Mathematics in not less than two sittings.

And

NVQ level II certificate in Garden Maintenance/ Nursery Management

And

Not less than 6 months post qualifying experience in the field of Gardening/Garden Maintenance/ Nursery Management

Or

- (b) Should have passed General Certificate of Education (Ordinary Level) Examination in six subjects including Sinhala or Tamil language and Mathematics in not less than two sittings.

And

Not less than five years post qualifying experience in the field of Gardening/Garden Maintenance/ Nursery Management/ at a Governments Botanical Garden

4. *Method of Recruitment.* – Through a written test/ trade test and an interview.

5. *Terms and Conditions of Service :*

- (i) This post is permanent. Pension entitlement pertaining to this post will be determined according to the policy decisions taken by the Government in future. Appointment will be made initially subject to a three-year (03) probation period. If a person who has been confirmed in a pensionable post in the Public / Provincial Public Service is selected, he / she will be appointed subject to an acting period of one year.
- (ii) Selected candidates will be subject to the Financial and Departmental Regulations applicable to the staff of the Secretary - General of Parliament.

- (iii) Selected candidates should contribute to the Widows' and Orphans'/Widowers' and Orphans' Pension Fund from his/her salary with a percentage specified by the Government.

- (iv) Selected candidates will be subject to a medical examination.

- (v) A Security Clearance Report with respect to the selected candidate will be obtained prior to his / her appointment.

6. Applicants should attach copies of the following certificates (not originals) to their applications. Originals of the certificates should be produced, when called upon to do so.

- (a) Birth Certificate  
(b) Certificates of Educational Qualifications  
(c) Certificates of Professional Qualifications  
(d) Certificates of Experience

7. Applicants serving in Public / Provincial Public Service / State Corporations / Statutory Boards should send their applications through their respective Heads of Departments / Institutions.

8. Canvassing in any form will be a disqualification.

9. Applications received after the closing date or sent without copies of the relevant certificates or not sent through Heads of Departments / Institutions will be rejected. Applications sent through Heads of Departments /Institutions but received after the closing date, and applications not prepared in accordance with the specimen will also be rejected.

W. B. D. DASANAYAKE,  
Secretary-General of Parliament.

Parliament of Sri Lanka,  
Sri Jayewardenepura Kotte.  
July 16, 2021



09. Professional Qualifications (Copies of the certificates should be attached) :

.....  
.....  
.....

10. Experience (Copies of the certificates should be attached) :

.....  
.....  
.....

11. Details of Present Employment:

- (a) Name and Address of the Institution: .....
- (b) Date of First Appointment: .....
- (c) Present Post: .....
- (d) Monthly basic salary: .....
- (e) Allowances: .....
- (f) Gross Salary: .....

12. Have you been convicted for a criminal offence by a Court of Law? (Yes / No )

If yes, give details: .....

13. Have you served under the Government before? ( Yes / No )

If yes, give details: .....

I do hereby certify that the particulars furnished by me in this application are true and correct. I am also aware that, I am liable to be disqualified for this post if any particulars contained herein are found to be false or incorrect before selection, or to be dismissed without any compensation if such detection is made after appointment.

Date: .....

.....  
Signature of the Applicant.

*Certification of Head of Department/Institution*

(Only for applicants serving in the Public/Provincial Public Service State Corporations/Statutory Boards)

Secretary - General of Parliament,

I recommend and forward the application of Mr / Mrs /Miss ..... holding the post of .....  
..... in this Institution. I certify that he/she has been confirmed in this post. His/her work and conduct  
are satisfactory and he/she has not been subjected to any disciplinary action and there is no intention to make such inquiry.  
He/she can be released/cannot be released from the service if selected for this post.

.....  
Signature of Head of Department/Institution.  
(Official Stamp)

Date: .....

## VACANCIES FOR SAILORS IN THE ARTIFICER BRANCH OF SRI LANKA REGULAR NAVAL FORCE

1. VACANCIES exist in the Artificer Branch of the Sri Lanka Regular Naval Force for recruit sailors.

2. Applications are called from male candidates possessing the following qualifications. Candidates should essentially fulfill the following general conditions to get recruited to the Sri Lanka Regular Naval Force.

Candidates must fulfil the following general conditions for enlistment in the Sri Lanka Regular Naval Force :

- |     |               |    |  |
|-----|---------------|----|--|
| (1) | Nationality   | :- | Must be a citizen of Sri Lanka.  |
| (2) | Age           | :- | Not less than 18 years and not more than 24 years as at 09 <sup>th</sup> August 2021             |
| (3) | Height        | :- | Must not be less than 5 feet and 5 inches  |
| (4) | Weight        | :- | Must not be less than 47 kg  |
| (5) | Chest         | :- | Must not be less than 32 inches  |
| (6) | Colour Vision | :- | STD II   |
| (7) | Visual Acuity | :- | Left eye 6/6 and right eye 6/6 (without Spectacles and lenses)                                   |
| (8) | Civil Status  | :- | Candidates must be unmarried. No recruit will be permitted to get married whilst under training. |

3. *Branches To Be Recruited :*

- (a) Qualified persons will be recruited to the following divisions for the National Diploma in Technology Full-time 03 Years Course offered by General Sir John Kotelawala Defence University or Naval Institute of Technology.
- (1) National Diploma in Technology (Naval Engineering)
  - (2) National Diploma in Technology (Electrical Engineering)
  - (3) National Diploma in Technology (Electrical and Telecommunication Engineering)
  - (4) National Diploma in Technology (Automobile Engineering)
  - (5) National Diploma in Technology (Hull Engineering and ship Construction)

4. Should have passed the G.C.E (O/L) Examination in not more than two attempts with 06 subjects including English & Science with a credit pass for Mathematics.

(a) GCE Advanced Level ( in one sitting )

|                    |   |                          |  |
|--------------------|---|--------------------------|--|
| (1) Maths Stream   | - Combined Mathematics<br>- Physics<br>or | - 'S' pass<br>- 'S' pass | } National Diploma in Technology awarded by General Sir John Kotelawala Defence University |
| (2) Biology Stream | - Physics<br>or                           | - 'S' pass               | } National Diploma in Technology awarded by Naval Institute of Technology                  |
| (3) Maths Stream   | - Combined Mathematics<br>or<br>- Physics | - 'S' pass<br>- 'S' pass |  |

(A certified copy of the results sheet issued by the Commissioner General of Examinations should be sent attached to the application form).

**Note.** - Additional subjects will not be taken into consideration for G.C.E (O/L) qualification but due consideration will be given to outstanding achievements in the field of sports.

5. Applications of candidates who have not fulfilled the requirements of Para 2 and 3 will be rejected. On arrival for the first interview the height, vision and weight will be measured. Candidates whose height, vision and weight are below the standard specified in the *Gazette* Notification and who have no exceptional skills will not be interviewed. Any candidate who may have a special skill or value to the service may at the discretion of the Commander of the Sri Lanka Navy be considered even though he may not have the requisite height provided, if he possesses the requisite academic and professional qualifications.

6. *Service conditions* :

- (a) Candidates will be initially enlisted as recruits and they are required to undergo basic training courses.
- (b) During and after the period of training the recruits shall be subject to the Naval Law.
- (c) All the recruits will be provided with uniforms and other equipments.
- (d) During the period of training the recruits will be provided with accommodation and food by the Sri Lanka Navy.
- (e) During the training period, if a recruit desires to get his candidature dismissed, the recruit is required to pay back to the government of Sri Lanka all the expenses incurred so far by the government of Sri Lanka for his training.
- (f) During the training period, due to a misconduct of the recruit or due to any other reason which the recruit is responsible for, if the responsible authorities determine that he is not eligible for the service of the Navy, the recruit, on that occasion itself, should enter into a Bond with the Navy Commander as the representative of the Socialist Democratic Republic of Sri Lanka agreeing that he will pay back all costs incurred for him to the Sri Lanka Navy.
- (g) Either for duties or training, all Naval Officers are bound to be attached to any part of Sri Lanka or a foreign country.

7. *Official Languages Requirements*: the selected candidates are required to obey all commands and Legislation that have already been and likely to be enacted for implementation of the official languages policy that comes under the Official Languages Act No.33 of 1956.

8. *Salaries and Allowances*.– The payments from the date 01. 01. 2020 will be made according to the Management Services Circular No 03/ 2016. Accordingly,

|  |                               |  |
|--|-------------------------------|--|
| (a) Basic salary                                   | -                             | Rs. 30,140.00                                |
| (b) Cost of living                                 | -                             | Rs. 7,800.00                                 |
| (c) Uniform cleaning allowance                     | -                             | Rs. 350.00                                   |
| (d) Hardlying line allowance (Operational areas)   | Entitle dafter basic training |  |
| (e) Hard line allowance<br>(Non-Operational areas) | -                             | Entitled after basic training                |
| (f) Other allowances                               | -                             | Special Allowance Rs. 1000.00                |
|  | -                             | Special Additional Allowance<br>Rs. 2,400.00 |
| (g) Adjustment allowance                           | -                             | Rs. 480.00                                   |
| Total salary                                       | -                             | Rs. 42,170.00                                |

**Note.** Sailor's will be entitled to the following increments.

|            |   |                    |
|------------|---|--------------------|
| 01.01.2016 | - | 176 × 5 - 210 × 19 |
| 01.01.2020 | - | 300 × 5 - 370 × 19 |

- (h) Three sets of railway warrants per year will be granted (as applicable to the sailor, spouse, children and dependents).
- (j) An additional set of railway warrants or the reimbursement of bus fare for the sailors living in the camp to travel from the relevant base to their hometown will be granted once a month.
- (k) Free medical facilities will be provided (as applicable to the sailor, spouse, children and dependents).
- (l) Married sailors who are not residing in government quarters will be entitled to a rent ceiling allowance from Rs. 2,400.00 to Rs. 6,600.00 .
- (m) married quarters will be provided to the married sailors based on the availability of vacancies in the quarters reserved for married sailors.

9. *Instructions to Applicants :-*

- (a) Duly filled Application by the candidate himself with clear handwritings should be submitted as per the specimen application to **SENIOR STAFF OFFICER (RECRUITING), NAVY HEADQUARTERS, P.O. BOX 593, COLOMBO 01** by registered post before **12.00 noon of 09<sup>th</sup> August 2021**. Applications that are not sent by registered post will be rejected. “Recruitment of Artificer Sailors” should be indicated on the top left corner of the envelope. Late applications and unqualified applications will not be entertained. For further information, please contact 011-7195162 or visit [www.navy.lk](http://www.navy.lk).
- (b) Candidates who are in Government Service / Corporations / Boards / Civil Establishments should forward their applications through their Heads of Department / Corporations / Boards / Civil Establishments and should bear a certificate to the effect that the candidate will be released if selected.
- (c) Candidates will be required to produce the originals of the following documents when summoned for interviews or when called upon to do so:-

- (1) Certificate of Registration of Birth.
- (2) Certificates in support of the educational qualifications required for the branch applied for.
- (3) School leaving certificate.
- (4) Grama Niladari certificate (Taken within six month to closing date).
- (5) Certificates of trade / technical training and / or experience (if any) obtained from a recognized institution.
- (6) Three recent certificates of character. One of these should be from the Principal of the last school attended and the other from a responsible person who has known the applicant for more than two years, or from the present employer (if employed).
- (7) Certificates in support or sports activities.
- (d) Applications of candidates who fail to produce documents when requested to do so will not be considered.
- (e) No documents or original copies of documents should be attached to the application form.
- (f) The Sri Lanka Navy will not be responsible for loss of any originals of certificates if enclosed with the application form.

10. 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 for dismissal if discovered after selection.

11. *Selection Interviews etc.:-*

- (a) Candidates who fulfil the above conditions required to undergo the Preliminary medical test prescribed by the Sri Lanka Navy. Candidates who pass the medical test should undergo the following physical efficiency test. The candidates who pass the said physical efficiency test shall have to be appeared at an interview before a Selecting Board.
- (b) Requirements to be fulfilled at the Physical efficiency Test

| <i>Exercise</i> | <i>Time(Minutes/Seconds)</i> | <i>Rounds</i> |
|-----------------|------------------------------|---------------|
| 1600 m Run      | 07 minutes and 30 seconds    | -             |
| Push Ups        | 02 minutes                   | 20 or more    |
| Sit Ups         | 02 minutes                   | 15 or more    |
| Arm Bending     | 02 minutes                   | 07 or more    |

- (c) Candidates selected for interviews will be informed in writing, of the place, time and date of such interviews. Travelling or other expenses will not be paid in this respect.
- (d) On every occasion an applicant is summoned for an interview he is to produce his National Identity Card issued by the Department of Registration of Persons.
- (e) Candidates likely to be suitable for their final interviews will be required to present themselves before a Sri Lanka Navy Medical Board.
- (f) Anyone who desires to recommend a candidate should do so by giving his testimonial. Any form of canvassing or attempt to influence in the selection of a candidate will result in disqualification of such candidate.
- (g) Candidates who are found unsuitable for enlistment will not be notified.

**Note.-** This *gazette* notification will be published in the two languages i.e Sinhala and English. In case of any inconsistency between the Sinhala and English texts, the Sinhala text shall prevail.

DNS ULUGETENNE, RSP\*, VSV, USP, ndc, psc  
Vice Admiral,  
Commander of the Navy.

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

**APPLICATION FOR THE POST OF RECRUIT ARTIFICER IN THE SRI LANKA NAVY**

01. Nationality: .....  
(State whether citizen of Sri Lanka by descent or by registration and if registration quote number and date of certificate)
02. Stream applied (in priority order) :.....
03. Full Name (As per the National Identity Card):.....
04. National Identity Card Number: .....
05. Permanent Address: .....
06. Postal Address: .....
07. Date of Birth: .....
08. Age Years :....., Months :....., Days :.....( As at 09<sup>th</sup> August 2021)
09. Height:-....., (Feet & Inches) Chest :-....., (Inches) Weight:-....., (Kg)
10. Nearest Police Station to permanent address: .....
11. District: .....

- 12. Electorate: .....
- 13. GS Division: .....
- 14. Telephone Number: .....
- 15. Civil Status: .....
- 16. Gender: .....
- 17. Schools Attended:.....
- 18. Particulars of School or university attended:

| <i>Name of school/ University</i> | <i>Type of Examination</i>                | <i>Year of Examination</i> | <i>Subject passed (Including grading)</i> |
|-----------------------------------|---|----------------------------|---|
|                                   | Ordinary Level<br>Advanced Level<br>Other |                            |   |

19. Particulars of employment since leaving School/University: - (if applicable) :

| <i>Name and address of employer</i> | <i>Nature of employment</i> | <i>Period of service</i> |           |
|-------------------------------------|-----------------------------|--------------------------|-----------|
|                                     |                             | <i>From</i>              | <i>To</i> |
|                                     |                             |                          |           |

20. Particulars of parents:-

| <i>Full Name</i> | <i>Place of birth</i> | <i>Occupation</i> | <i>Present Address</i> |
|------------------|-----------------------|-------------------|------------------------|
| Father           |                       |                   |                        |
| Mother           |                       |                   |                        |

- 21. Any special qualification for the post:.....
- 22. Details of current achievements in sports (Give details of teams and competitions participated in with dates/ years etc. and standards / levels achieved) : .....
- 23. Other achievements of note at School / University or at outside organizations (Give details with dates /years etc.) : ...  
.....
- 24. Any previous service in the Armed Force or Volunteer Force, Cadet Corps or Boy Scout Organization: .....
- 25. Have you applied earlier to join the Sri Lanka Navy or any of the Armed Services or Police, if so give details and the outcome of such applications: .....
- 26. Have you being convicted or bound over by a civil or military court, if so give details: .....
- 27. If employed earlier in a Government Department or in the Public Sector / Board / Corporation (including the Central Bank, National Bank, Universities, Joint Stock Companies controlled by the Government etc.) reasons for termination of employment:.....



28. Particulars of testimonials:-

| Name | Designation | Postal Address |
|------|-------------|----------------|
|      |             |                |

29. Declaration to be signed by the applicant:-

I declare on my honor that answers given to the above questions are true and correct to the best of my knowledge and belief. I have read and understood the procedure which will be adopted and the rules which will apply in respect of those candidates who are selected for the Artificer branch in the Sri Lanka Navy published in the *Gazette* of the Government of Sri Lanka.

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

\_\_\_\_\_  
Signature of applicant.

07—517

## REGISTRAR GENERAL'S DEPARTMENT

### Post of Registrar of Births, Deaths and Marriages/ Additional Marriages (Kandyan /General) Sinhala Medium

#### HAMBANTOTA DISTRICT

APPLICATIONS are called for the Post of Registrar of Births, Deaths and Marriages/Additional Marriages for the divisions set out in the schedule hereof;

01. Applicant should be a permanent resident of relevant Births, Deaths and Marriages /Additional Marriages Division and entitled to reasonable properties and should be a person with outstanding personality who has acquired sufficient interest and influence amongst the residents of the area.

02. Both Male and Female candidates can apply for this post.

03. Applicant should be not less than 30 years and not more than 55 years of age as at the closing date of the applications.(Maximum age of retirement is 65 years)

04. Applicants for the Post of Registrar of Marriages should be married and should not be a widow/widower or divorced.

05. Applicant should have passed minimum of 06 subjects including Sinhala language with 02 Credit passes in not more than Two (02) sittings in GCE (O/L) examination

together with the ability to perform duties in secondary language as per the language requirement of the populate within the division or else should have passed in any other similar examination.

**N.B.** In case a subject contains 02 parts at GCE (O/L) or any other similar examination, it shall be considered as one subject and pass is applicable only if the applicant passes both parts of the said subject.

06. Applicant should have the ability to establish the office in a centrally located building that ensures respect of the post and easy access by all or majority of residents.

07. Additional details such as village name list/Grama Niladhari Divisions of the relevant division of Births, Deaths and Marriages/ Additional Marriages, relevant educational and other qualifications required for this post, could be obtained from notices exhibited in public places within the division such as District Secretariat, Divisional Secretariat or relevant land and District Registries, Grama Niladhari offices, Samurdhi Development Society Offices and Post Offices depicted in the Schedule hereunder.

08. Relevant application and the said "Annex - 01" inclusive of village name list/Grama Niladhari Divisions could be collected from District Secretariat (GA Office), relevant land and District Registry or Divisional Secretariat. Applications could also be downloaded from the official website ([www.rgd.gov.lk](http://www.rgd.gov.lk)) of the Registrar General's Department.

09. Duly filled applications should be forwarded on or before 09th August 2021 by registered post to the address given in the Schedule.

W. M. M. B. WEERASEKARA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
On this 18th day of June, 2021.

SCHEDULE

| <i>District</i> | <i>Divisional Secretariat Division</i> | <i>Post &amp; Division for which Applications are called</i>   | <i>Address to which Applications should be sent</i>                                |
|-----------------|--|--|--|
| Hambantota      | Tangalle                               | Post of Births & Deaths Registrar of Ranna Division & Post of Marriages Registrar of Giruwa Pattuwa South Division (General) | District Secretary/ Additional Registrar General, District Secretariat, Hambantota |

07-503

**Post of Registrar of Birth and Death of the Registrar General's Department**

**Notice of Cancellation**

GALLE DISTRICT

THE calling for applications for the following division which appeared in the notice of calling applications for the Post of Registrar of Births and Deaths in Galle District which was published by me in the Part I(IIA) of the *Gazette of the Democratic Socialist Republic of Sri Lanka* bearing No. 2086 dated 31.08.2018 is cancelled hereby.

W. M. M. B. WEERASEKARA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla,  
16th June, 2021.

SCHEDULE

| <i>District</i> | <i>Divisional Secretariat Division</i> | <i>Post &amp; Division for which Applications are called</i>               |
|-----------------|--|--|
| Galle           | Galle Four Gravets                     | Post of Medical Registrar of Births and Deaths of Galle Town East Division |

07-500

## **Examinations, Results of Examinations & c.**

### **OFFICE OF THE PUBLIC SERVICE COMMISSION**

#### **Common Competitive Examination for the Recruitment to the Posts in All-Island Services and Executive Service Category of the Public Service – 2021**

APPLICATIONS are invited from qualified citizens of Sri Lanka for the Common Competitive Examination for recruitment to the vacant posts in Grade III of the following all-island services on open basis.

- Sri Lanka Administrative Service
- Sri Lanka Accountants Service
- Sri Lanka Planning Service
- Sri Lanka Education Administrative Service
- Sri Lanka Scientific Service

The relevant application has been published in the website of the Sri Lanka Examination Department, [www.doenets.lk](http://www.doenets.lk) and applications can be submitted only through online. Once the application is submitted online, it should be downloaded and the signature of the applicant should be attested in the printed copy with certification of the Head of the Institution if applicable. Thereafter, that printed copy the application should be sent by the registered post to reach the Commissioner General of Examinations, Institutional Examination Organization Branch, Sri Lanka Examination Department, P. B. 1503, Colombo on or before the closing date of applications. **“Common Competitive Examination for recruitment to the posts in the All-Island Services and Executive Service Category of the public service – 2021”** should be clearly marked on the top left corner of the envelope. The applications will be accepted from **17 July 2021 till 24:00 hrs 16 August 2021**.

**Note** : The printed copy of the application should compulsorily be sent by the registered post. The complaints on the loss or delay of the printed copy in the mail will not be considered. The inconveniences that may cause due to the delay in sending applications until the closing date should be borne by the applicant himself.

The Commissioner General of Examinations, subject to the orders of the Public Service Commission, will conduct this examination at Colombo only in November 2021. (However, under unforeseeable circumstances that may arise in the country, this examination may be held in other districts of the Island as well). In any event, if sufficient number of applicants have not selected a particular examination center, applicants who have selected such examination center will be referred to another appropriate examination center. (For the particulars about the designated examination centers, applicants must refer to the online application form. The Commissioner General of Examinations reserves the right to postpone or cancel this examination subject to the orders of the Public Service Commission.

1. The **“Appointing Authority”** mentioned in this notice means the Public Service Commission in respect of the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Scientific Service, and the Education Service Committee of the Public Service Commission in respect of the Sri Lanka Education Administrative Service.

#### **2. Method of Recruitment :**

2.1 **Indicating the preference.** – An applicant can apply for several services according to the qualifications to be fulfilled for recruitment for each service. The applicants should indicate their preference for each service when applying.

**N. B. :-** Candidates will not be allowed to change the preference produced by them in the application at a later time. Requests claiming to obtain appointments in a service for which the applicant has not mentioned his preference will not be considered on any circumstance whatsoever.

2.2 **Written Examination** :- This examination consists of two parts as follows. The First Part (Common Part) of that examination is applicable to all services. Only the candidates who obtain 40% of the marks or more for each question paper and aggregate marks of 100 or more for two question papers of the First Part will be called for the Second Part of the examination conducted for the recruitment to Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Education Administrative Service.

- Only the First Part of the examination is applicable to the Sri Lanka Scientific Service.

2.2.1. *First Part (Common Part)*

Every applicant should appear for this part as this is applicable to all the services.

| Subject No. | Question Paper    | Duration  | Maximum Marks | Minimum marks to be passed |
|-------------|-------------------|-----------|---------------|----------------------------|
| 01          | Intelligence Test | 1 ½ Hours | 100           | 40                         |
| 02          | Comprehension     | 02 Hours  | 100           | 40                         |

2.2.2. *Second Part (Specific Part for each service)*

| Service                                       | Subject No. | Question Paper                                | Duration  | Maximum Marks | Minimum Marks to be passed |
|---|-------------|---|-----------|---------------|----------------------------|
| 1. Sri Lanka Administrative Service           | 11          | Social, Economic and Political Trends         | 03 Hours  | 100           | 40                         |
|   | 12          | Managerial Aptitude                           | 03 Hours  | 100           | 40                         |
|   | 13          | Creative, Analytical and Communicative Skills | 03 Hours  | 100           | 40                         |
| 2. Sri Lanka Accountants Service              | 21          | Financial and Managerial Accounting           | 03 Hours  | 100           | 40                         |
|   | 22          | Advanced Auditing and Economic Analysis       | 03 Hours  | 100           | 40                         |
| 3. Sri Lanka Planning Service                 | 31          | General Awareness                             | 03 Hours  | 100           | 40                         |
| 4. Sri Lanka Education Administrative Service | 41          | General Knowledge                             | 01 Hour   | 100           | 40                         |
|   | 42          | Analytical Studies                            | 1 ½ Hours | 100           | 40                         |

**2.3 Interview :-** Of the candidates who sat all the question papers of the written examination, only those who obtained at least 40% of the marks or more for every written question paper will be called for a general interview and a structured interview/ an oral interview, if applicable, according to the order of merit of the marks they have obtained. The date of conducting that interview will be decided by order of the respective Appointing Authority.

2.4 Appointments will be made for each service as applicable based on the order of merit of the marks of the written examination or the aggregate of marks obtained at the written examination and the structured interview/ oral interview for which marks are awarded. The preference marked in the applications will be considered in this purpose.

3. *Number of vacancies :-*

| Code  | Service   | No. of vacancies | Date of computing the No. of vacancies |
|-------|---|------------------|--|
| SLAS  | 1. Sri Lanka Administrative Service                             | 155              | 31.12.2020                             |
| SLACS | 2. Sri Lanka Accountants Service                                | 144              |  |
| SLPS  | 3. Sri Lanka Planning Service                                   | 139              |  |
| SLEAS | 4. Sri Lanka Education Administrative Service (General Cadre) * | 113              | 30.06.2020                             |
| SLSS  | 5. Sri Lanka Scientific Service **                              | 85               | 31.12.2020                             |

\* The posts in Grade III of the Sri Lanka Education Administrative Service consist of 2 categories as “General Cadre” and “Special Cadre”. Under this examination, recruitments will be made only for the posts belonging to the General Cadre.

\*\* The manner in which the numbers of vacancies have been further divided in the Sri Lanka Scientific Service is mentioned under the Educational / professional qualifications for recruitment to the said service in this notice.

The number of candidates to be appointed for each service and the effective date of the appointment will be decided by the Appointing Authority. Appointments will be made strictly upon the order of the marks obtained and the preferences given, so as to fill the number of vacancies allotted for the relevant services. The Appointing Authority reserves the right to fill or not to fill all the vacancies or, to fill or not to fill a part of vacancies of a service.

4. General conditions of recruitment :-

4.1 The selected candidates will be appointed to Grade III of the respective service subject to the general orders and conditions governing the appointments of the public service, provisions in the service minutes of each service mentioned below, departmental orders as applicable, provisions of the Establishments Code and Financial Regulations of the Democratic Socialist Republic of Sri Lanka, Procedural Rules of the Public Service Commission published in the Gazette Extraordinary No. 1589/30 dated 20.02.2009 (hereinafter referred to as Procedural Rules) and also to the amendments that have already been made or could be made in future to the directions, conditions, orders, provisions, regulations and rules above.

| Service                          | Number and date of the Government Gazette Extraordinary in which the service minute has been published. |            |
|----------------------------------|---|------------|
|                                  | Number  | Date       |
| Sri Lanka Administrative Service | 1842/2  | 23.12.2013 |

| Service                                    | Number and date of the Government Gazette Extraordinary in which the service minute has been published. |            |
|--|---|------------|
|  | Number  | Date       |
| Sri Lanka Accountants Service              | 1670/33   | 10.09.2010 |
| Sri Lanka Planning Service                 | 1670/32   | 10.09.2010 |
| Sri Lanka Education Administrative Service | 1928/28   | 21.08.2015 |
| Sri Lanka Scientific Service               | 1877/27   | 28.08.2014 |

- 4.2 These posts are permanent and pensionable. The applicant is required to be subject to a policy decision made by the Government in future on the Pension Scheme. Furthermore, he/she is required to contribute to the Widows’/Widowers’ and Orphans Pension Scheme. He/she should make contributions towards it in a manner stipulated by the Government from time to time.
- 4.3 These appointments are subject to a probationary period of three years. The applicants should pass the first efficiency bar examination within 03 years from the recruitment to Grade III of the relevant service as mentioned in the relevant service minute.
- 4.4 The applicants should acquire proficiency in the prescribed official language / languages within 03 years from the recruitment to the post as per the Public Administration Circular No. 18/2020.
- 4.5 An appointee is liable to serve in any part of the Island in which they are called upon to serve.
- 4.6 The Appointing Authority reserves the right to cancel the appointments of the applicants who fail to assume duties of the post offered to him and / or reject or avoid assuming duties of a post or an area where he is appointed, on the due date.

5. *Salary Structure and Monthly Salary Scale.*- The Monthly Salary Scale applicable to these posts as per Schedule I of Public Administration Circular No. 03/2016 dated 25.02.2016 is Rs. 47,615 - 10 x 1,335 – 8 x 1630 - 17 x 2,170 - 110,895/- (SLI-2016). In addition to that, these posts will also be entitled to other allowances paid to public officers by the government from time to time.

6. *Recruitment Qualifications :-*

(a) *General Qualifications :*

- i. Should be a citizen of Sri Lanka.
- ii. Should have an excellent moral character.
- iii. Should be physically fit and mentally sound to serve in any part of the country and discharge the duties of the post.
- iv. Should have fulfilled all qualifications required for recruitment on or before the date of publishing the notice calling for applications in the *Gazette*.

(b) *Educational/ Professional Qualifications and Age Limit :-*

I. Age limits required for recruitment to each service are mentioned below :

| <i>Service</i>                             | <i>Age</i>  |
|--|---|
| Sri Lanka Administrative Service           | Should be not less than twenty-two (22) years and not more than twenty-eight (28) years of age as at the date of publishing the notice calling for applications in the <i>Gazette</i> . |
| Sri Lanka Accountants Service              |   |
| Sri Lanka Planning Service                 |   |
| Sri Lanka Education Administrative Service | Should be not less than twenty two (22) years and not more than thirty two (32) years of age as at the date of publishing the notice calling for applications in the <i>Gazette</i> .   |
| Sri Lanka Scientific Service               | Should be not less than twenty-two (22) years and not more than twenty-eight (28) years of age as at the date of publishing the notice calling for applications in the <i>Gazette</i>   |

II. The educational/ professional qualifications required for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Education Administrative Service are mentioned below.

**Note :** Degree/ postgraduate degree stated herein means a degree/ postgraduate degree awarded by a University recognized by the University Grants Commission or an Institution recognized by the University Grants Commission as a Degree Awarding Institute.

| <i>Service</i>                      | <i>Educational qualifications</i>   |
|-------------------------------------|---|
| 1. Sri Lanka Administrative Service | Should have obtained a degree.  |
| 2. Sri Lanka Accountants Service    | (i) Should have obtained a degree in Commerce, Management, Accountancy, Economics;<br>OR<br>(ii) Should be a holder of Higher Diploma in Accountancy or Commerce or Higher National Diploma in Management from the Sri Lanka Technical College / Sri Lanka Institute of Advanced Technical Education / Sri Lanka Institute of Advanced Technological Education; |

| <i>Service</i>                                | <i>Educational qualifications</i>   |
|---|---|
|   | <p style="text-align: center;">OR</p> <p>(iii) Should have passed the Licentiate II or Intermediate Examination or Certificate II in Accounting and Business or Business Level Examination or Corporate Level II Examination or a higher examination of the Institute of Chartered Accountants of Sri Lanka or an Institute of Chartered Accountants in any other Commonwealth Country;</p> <p style="text-align: center;">OR</p> <p>(iv) Should have passed the Parts I and II or Intermediate Examination of Cost and Management Examination or higher examination conducted by the Chartered Institute of Management Accountants of the United Kingdom or in any other Commonwealth Country ;</p> <p style="text-align: center;">OR</p> <p>(v) Should have passed the 1<sup>st</sup> professional level or higher level Examination of the Institute of Certified Accountants of the United Kingdom or in any other Commonwealth Country;</p> <p style="text-align: center;">OR</p> <p>(vi) Should have passed the Parts I and II Examination or higher level examination of the Association of Chartered Certified Accountants of the United Kingdom or in any other Commonwealth Country;</p> <p style="text-align: center;">OR</p> <p>(vii) Should have passed the Final Examination of the Institute of Chartered Secretaries and Administrators of the United Kingdom;</p> <p style="text-align: center;">OR</p> <p>(viii) Should have passed the Management Level or a higher level examination of the Institute of Certified Management Accountants of Sri Lanka.</p> |
| 3. Sri Lanka Planning Service                 | <p>(i) Should have obtained a degree with first class or second class;</p> <p style="text-align: center;">OR</p> <p>(ii) Should have obtained a degree and a postgraduate diploma with course duration of not less than one year awarded by a University recognized by the University Grants Commission or a Training Institute established by a Parliamentary Act.</p>   |
| 4. Sri Lanka Education Administrative Service | Should have obtained a degree.  |
| 5. Sri Lanka Scientific Service               | Educational qualifications for each post are included in the table mentioned under No. 6 (b) III below.   |

**Note :** The posts belonging to each service above are mentioned in the relevant service minutes.

III. Educational qualifications and the number of vacancies of the Sri Lanka Scientific Service are mentioned below.

| <i>Srl. No.</i> | <i>Ministry/Department</i>       | <i>Post and No. of vacancies</i>          | <i>Educational Qualifications</i>  |
|-----------------|----------------------------------|---|--|
| 1               | Department of National Museums   | Assistant Director (Human Genealogy) - 01 | I. Special Degree in History or Archeology with first or second class,<br><br>or<br>II. Special Degree in History or Archeology or general Degree with any of the above subjects as a main subject and a post graduate degree in any of the same subject   |
|                 |                                  | Assistant Director (Anthropology)- 01     | I. Special Degree in Anthropology or Sociology with first or second class,<br><br>or<br>II. Special Degree in Anthropology or Sociology or general Degree with any of the above subjects as a main subject and a post graduate degree in any of the same subject   |
| 2               | Department of Export Agriculture | Assistant Director (Development) – 02     | I. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Export Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-system Technology, Agricultural Resource Management and Technology, Agribusiness Management, Green Technology, or<br><br>II. BSc. Special Degree with first or second class in one of the subjects; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics, or<br><br>III. BSc. General Degree with first or second class having studied at least one of the subject; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics as a major subject, or<br><br>IV. BSc. Degree in Biological Sciences or four-year BSc. Agriculture Degree with Postgraduate Degree in any of the above subjects. |
|                 |                                  | Assistant Director (Research) - 03        | I. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Export Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-system Technology, Agricultural Resource Management and Technology, Agribusiness Management, Green Technology, or<br><br>II. BSc. Special Degree with first or second class in one of the subjects; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics, or<br><br>III. BSc. General Degree with first or second class having studied at least one of the subject; Botany, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology or Biostatistics as a major subject, or   |



| <i>Srl. No.</i> | <i>Ministry/Department</i>                | <i>Post and No. of vacancies</i>                | <i>Educational Qualifications</i>   |
|-----------------|---|---|---|
|                 |   |   | BSc. Degree in Biological Sciences or four-year BSc. Agriculture Degree with Postgraduate Degree in any of the above subjects.  |
| 3               | Department of National Zoological Gardens | Assistant Director - 01                         | <p>I. BSc. Special Degree with first or second class in one of the subjects; Zoology, Animal Science and Fisheries, Environment Conservation and Management, Fisheries, Aquaculture, Oceanography, Limnology, Environment Science and Natural Resource Management, Food Science and Nutrition, Food Science and Technology or Food and Nutrition, or</p> <p>BSc. General Degree with first or second class having studied at least one of the above subjects as a major subject.</p>  |
| 4               | Government Analyst's Department           | Assistant Government Analyst - 11               | <p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Molecular Biology or Chemical Technology, or</p> <p>II. BSc. Special Degree in Chemistry, Biochemistry, Molecular Biology or Chemical Technology or BSc. General Degree with any of the above subjects as a major subject and Postgraduate Degree in Biochemistry, Molecular Biology, Analytical Chemistry or Forensic Chemistry/Science</p>  |
|                 |   | Assistant Examiner of Questioned Documents - 01 | <p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Computational Chemistry, Physics, Computational Physics, Mathematical Physics or Applied Physics, or</p> <p>II. BSc. Special Degree in any of the above subjects or BSc. General Degree with one of the above subjects as a major subject and Postgraduate Degree in any of the same subjects, or</p> <p>III. BSc. Special Degree with first or second class in Computer Science, Information Technology or Information Systems obtained after entering the university under Science Stream in the G.C.E. Advance Level Examination, or</p> <p>IV. BSc. Special Degree in Computer Science, Information Technology or Information Systems or General Degree with at least one of the above subjects as a major subject obtained after entering the university under Science Stream in G.C.E. Advanced Level Examination and Postgraduate Degree in Computer Science or Information Technology</p> |

| Srl. No. | Ministry/Department                 | Post and No. of vacancies         | Educational Qualifications  |
|----------|-------------------------------------|-----------------------------------|---|
| 5        | Department of Wildlife Conservation | Assistant Director - 01           | <p>I. BSc. Special Degree with first or second class in one of the subjects; Biology, Applied Biology, Botany, Plant Science, Plant Biology, Plant Biotechnology, Molecular Biology, Biotechnology, Aquatic Resource Management or Fisheries, or</p> <p>II. BSc. Special Degree with first or second class in Zoology with Biology, Botany, Plant Science or Plant Biology as the subsidiary subject, or</p> <p>III. BSc. Special Degree in Chemistry with first or second class having studied Biology, Botany, Plant Science, Plant Biology, Forestry or Natural Resource Management as the subsidiary subject, or</p> <p>IV. BSc. Special Degree with first or second class in one of the subjects; Environmental Science, Environmental Management, Forestry, Environmental Conservation, Natural Resource Management, Biodiversity and Conservation, or</p> <p>V. BSc general Degree or Special Degree in Biological Sciences and a post graduate Degree in any of the subjects specified in IV above,</p> <p style="text-align: center;">or</p> <p>VI. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology, Green Technology or Animal Science and Fisheries.</p> |
| 6        | Department of Forest Conservation   | Assistant Forest Conservator - 19 | <p>I. BSc. Special Degree with first or second class in one of the subjects; Botany, Plant Sciences or Plant Biology with either Zoology or Chemistry as the subsidiary subject, or</p> <p>II. BSc. Special Degree in Forestry with first or second class, or</p> <p>III. BSc. Degree in Biological Sciences with first or second class, or</p> <p>IV. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology or Green Technology, or</p>  |

| <i>Srl. No.</i> | <i>Ministry/Department</i>  | <i>Post and No. of vacancies</i>         | <i>Educational Qualifications</i>  |
|-----------------|---|--|--|
|                 |   |  | V. BSc. Degree in Biological Sciences or Agriculture with Postgraduate Degree in Forestry, Botany, Biology, Agriculture, Environmental Science or Plantation Management.   |
| 7               | Department of Irrigation  | Assistant Soil Chemist - 02              | I. BSc. Special Degree in Chemistry or Agricultural Chemistry with first or second class, or<br>II. BSc. General Degree with first or second class with Chemistry or Agricultural Chemistry as a major subject.  |
|                 |   | Research Officer (Land Utilization) - 01 | I. BSc. Special Degree in Mathematics, Chemistry or Physics with first or second class.  |
| 8               | Department of National Botanical Gardens  | Assistant Director - 01                  | I. BSc. Special Degree with first or second class in one of the subjects; Botany, Plant Sciences, Plant Biology, Horticulture and Sustainable Landscaping, Environmental Science, Environmental Management, Forestry, Environmental Conservation, Natural Resource Management, Biodiversity and Conservation, or<br>II. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology or Green Technology, or<br>III. BSc. General Degree in Biological Sciences or a four-year BSc. Degree in Agriculture with research based Postgraduate Degree in any of the above subjects.         |
| 9               | State Ministry of Sugarcane, Maize, Cashew, Pepper, Cinnamon, Cloves, Betel Production and Promotion of Allied Products and Exports | Assistant Director - 03                  | I. Four-year BSc. Agriculture Degree with first or second class in one of the subjects; Agriculture, Agricultural Technology and Management, Agricultural Sciences and Management, Bio-systems Technology, Agricultural Resource Management and Technology, Agribusiness Management, Green Technology, or<br>II. BSc. Special Degree with first or second class in one of the subjects; Botany, Plant Sciences, Plant Biology, Chemistry, Biochemistry, Biotechnology, Biology, Applied Biology, or<br>III. BSc. General Degree with first or second class with Botany, Plant Sciences, Plant Biology, Chemistry, Biochemistry, Biology or Applied Biology as a major subject, or<br>IV. BSc. Degree in Biological Sciences with Postgraduate Degree in any of the above subjects. |

| <i>Srl. No.</i> | <i>Ministry/Department</i> | <i>Post and No. of vacancies</i>                              | <i>Educational Qualifications</i>   |
|-----------------|----------------------------|---|---|
| 10              | Ministry of Health         | Physicist - 17  | <p>I. BSc. Special Degree with first or second class in one of the subjects; Physics, Computational Physics, Engineering Physics, Mathematical physics, Applied Physics, Nuclear Medical Science or Nuclear Technology, or</p> <p>II. Special Degree in any of the above subjects or General Degree with at least one of the above subjects as a major subject and 5 years of service as a Radiographer in a public body or a registered health institute.</p>  |
|                 |                            | Chemist - 02  | <p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Biotechnology, Chemical Technology or Food Science, or</p> <p>II. Membership of the Institute of Chemistry, Ceylon or any other equivalent national chemical society and at least 03 years of experience in food analyses in a recognized firm, or</p> <p>III. Degree in Biological Sciences and Postgraduate Degree in Food Science with 02 years of experience in food analyses in a recognized firm.</p> |
|                 |                            | Research Officer (Entomology) - 01                            | <p>I. BSc. Special Degree with first or second class in Zoology with Entomology as a subject, or</p> <p>II. BSc. Special Degree in Zoology or BSc. General Degree with Zoology as a major subject with Postgraduate Degree in Entomology.</p>   |
|                 |                            | Research Officer (Microbiology - Bacteriology, Virology) - 09 | <p>I. BSc. Special Degree in Microbiology with first or second class, or</p> <p>II. Postgraduate Degree in Microbiology with a Degree in Biological Sciences.</p>   |
|                 |                            | Research Officer (Parasitology) - 01                          | <p>I. BSc. Special Degree in Zoology with first or second class, or</p> <p>II. Postgraduate Degree in Parasitology with a Degree in Biological Sciences.</p>  |
|                 |                            | Research Officer (Natural Product Chemistry) - 02             | <p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Computational Chemistry, Biotechnology or Plant Biotechnology, or</p> <p>II. BSc. Special Degree in any of the above subjects or BSc. General Degree with at least one of the above subjects as a major subject and a research based Postgraduate Degree in Biotechnology, Plant Biology or Natural Products Chemistry.</p>   |

| <i>Srl. No.</i> | <i>Ministry/Department</i> | <i>Post and No. of vacancies</i>         | <i>Educational Qualifications</i>  |
|-----------------|----------------------------|--|--|
|                 |                            | Research Officer (Vaccine Products) - 01 | <p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Microbiology, Biochemistry, Molecular Biology, Biotechnology, Plant Biotechnology, or</p> <p>II. BSc. Special Degree with first or second class in Zoology with Chemistry as the subsidiary subject, or</p> <p>III. BSc. Special Degree in Chemistry, Microbiology, Biochemistry, Molecular Biology, Biotechnology, Plant Biotechnology or Special Degree in Zoology with Chemistry as the subsidiary subject or BSc. General Degree in any of the above subjects as a major subject with Postgraduate Degree in Microbiology or Biochemistry.</p> |
|                 |                            | Entomologist - 02                        | <p>I. BSc. Special Degree with first or second class in Zoology specialized in Entomology, or</p> <p>II. BSc. Special Degree in Zoology or BSc. General Degree with Zoology as a major subject with Postgraduate Degree in Entomology.</p>   |
|                 |                            | Biochemist - 01                          | <p>I. BSc. Special Degree in Biochemistry with first or second class, or</p> <p>II. BSc. Special Degree in Chemistry or Biochemistry or BSc. General Degree with Chemistry or Biochemistry as a major subject with Postgraduate Degree in Biochemistry.</p>  |
|                 |                            | Scientific Officer - 01                  | <p>I. BSc. Special Degree with first or second class in one of the subject; Chemistry, Biochemistry, Computational Chemistry or Chemical Technology, or</p> <p>II. BSc. General Degree with first or second class with both Chemistry and Physics as major subjects, or</p> <p>III. Membership of Institute of Chemistry, Ceylon or any other equivalent national chemical society, or</p> <p>IV. BSc. Special Degree in a subject mentioned in No. I above or BSc. General Degree with both Chemistry and Physics as major subjects and a research based Postgraduate Degree in Chemistry.</p>  |

| Srl. No. | Ministry/Department   | Post and No. of vacancies | Educational Qualifications   |
|----------|---|---------------------------|--|
| 11       | State Ministry of Rattan, Brass, Clay, Furniture and Rural Industry Promotion | Assistant Director - 01   | <p>I. BSc. Special Degree with first or second class in one of the subjects; Chemistry, Biochemistry, Biotechnology, Computational Chemistry, Industrial Chemistry, Polymer Chemistry, Chemical Technology, Physics, Computational Physics, Engineering Physics, Mathematical physics or Applied Physics, or</p> <p>II. BSc. General Degree with first or second class with at least one of the above subjects as a major subject, or</p> <p>III. BSc. Special Degree in one of the above subjects or General Degree with at least one of the above subjects as a major subject with Postgraduate Degree in the same subjects.</p> |

(c) *Restrictions on Eligibility :*

- (i) No person ordained in any religion shall be allowed to apply for or sit for the examination for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service and Sri Lanka Scientific Service. (This restriction will not be applicable to the Sri Lanka Education Administrative Service)

7. *Examination Conditions :-*

- I. This examination will be held in Sinhala, Tamil and English Languages. Candidates can sit the examination in any one of these languages of their choice. Candidates should answer all question papers of all the services they apply for and select only one medium of language for all the papers. Candidates will not be allowed to change the medium of examination produced by them in the application form.
- II. The online application of the examination should be filled only in English Language. In addition to the soft copy of the application submitted by the applicant *via* online, a printed copy thereof should also be sent by the registered post. Once the Department of Examinations receives both soft copy and printout copy of the application, those copies will be verified and the applicant will be informed whether the Department accepted/did not accept it as a valid application by sending an SMS message to the mobile phone. Before filling the online application, please download the Common Instructions Sheet prepared for the examination. Follow these instructions thoroughly when the application is filled. Print copy of the application must be available with the applicant for the inquiries made later. Any revision made after taking a printout of the application will not be considered as a valid revision. The incomplete applications will be rejected without any notice.
- III. The examination fee for the First Part of this examination is Rs. 1,000/- (One thousand). The fee for the Second Part of this examination is Rs. 300/- (Three Hundred) per each question paper. The payment of examination fee for the Second Part should be made after passing the First Part. When the examination fee is paid, the payments should be made only through the following payment methods provided in the online system.
- Any Bank Credit Cards
  - Bank Debit Cards with Internet Payment Facility
  - Bank of Ceylon Online Banking Bill Payment Method
  - Bank of Ceylon any Branch
  - Payment through any Post Office of the Department of Posts

**Note** – Instructions on the manner in which the payments are made through above methods are published under Technical Instructions in the website of the Department of Examinations.

IV. Acknowledgement of the payment will be informed by an SMS. When payment is made for the Second Part of the examination, the candidate should pay Rs. 300/- (Three hundred) per each question paper of all the services that he has applied for. This fee should be paid when obtaining the admission card for the Second Part after passing over the First Part of the examination. The prescribed full amount of examination fee should be paid as applicable and the applications for which the payments have been made less or more than the examination fee will be rejected. The Department of Examinations will not be responsible for the errors occurring in the payment of examination fees by the above payment methods. Results of the First Part will be published on the website of the Department of Examinations.

V. The fee paid for the examination will not be refunded under any circumstance or will not be transferred in respect of any other examination.

VI. The signature of the applicant placed on the application and the admission card of the examination should have been attested. An applicant who is applying for the examination through any institution should get his/her signature attested by the Head of the Institution or by any other officer authorized by him and other applicants should get their signature attested by a Head of a Government School/ Retired Officer, Grama Niladhari of the relevant division, Justice of the Peace, Commissioner of Oaths, Attorney-at-Law, Notary Public, Commissioned Officer in the three armed forces, a permanent officer in the Staff Grade of the Public Service or Provincial Public Service or Chief Incumbent of a temple or a person holding a responsible status in other religious place and in charge thereof.

**Note** : No candidate is allowed to enter the examination hall without the admission

card. Only an admission card in which the signature of the candidate is attested should be presented to the supervisor on the date of commencement of the examination. The issuance of an admission card to a candidate shall not be treated as an acceptance that he or she has fulfilled a qualification to sit the examination or for a post.

VII. On the assumption that only those who possess the qualifications mentioned in the *Gazette* Notification have sent applications, the Commissioner General of Examinations will issue admission cards to the candidates who fall within the age limit specified in the notice and who have paid the relevant examination fees and duly submitted their applications through online and sent printed copy by registered post on or before the closing date of applications. Moreover, the Department of Examinations will provide the facility to download a copy of the admission card through its website. Immediately after the issuance of admission cards to the candidates, a notice thereon will be published in newspapers and the website of the Department of Examinations. If the admission card is not received even after 2 or 3 days of such notice, steps should be taken to make inquiries thereon from the Institutional Examination Organization Branch of the Department of Examinations in the manner specified in the notice. The name of the examination and the full name, address and national identity card number of the applicant should be correctly mentioned when making such inquiry. In case of an applicant outside Colombo, it would be advisable to send a request letter to 0112784232 furnishing a fax number to obtain a copy of the admission card promptly. It would also be advisable to keep the copy of the application form, receipt of payment of examination fee, printout of the application form and receipt of postal registration in hand to confirm any matter inquired by the Department of Examinations.

**Note** : Pertaining to the applicants who applied for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Planning Service

and Sri Lanka Education Administrative Service, a new admission card will be issued for the Second Part of the examination (Specific Part for the relevant service) only for the applicants who obtain 40% of the marks or more for each paper and aggregate marks of 100 or more for the two question papers of the First Part (Common Part) of the written examination.

VIII. Candidates shall be bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the examination and releasing the results. They shall be liable to be subjected to a punishment imposed by the Commissioner General of Examinations in case of violation of these rules and regulations.

IX. Candidates of the examination shall be required to prove his/her identity at the examination hall to the satisfaction of the supervisor for each subject he/she appears for. For this purpose, any of the following documents shall be accepted.

- (i) National Identity Card
- (ii) Valid Passport
- (iii) Valid Driving License

Furthermore, the candidates should enter the examination hall without covering their faces and ears in order to prove their identity. The candidate who refuses to prove their identity in the said manner shall not be allowed to enter the examination hall. Moreover, the candidates should remain in the examination hall from the time of entering up to leaving the examination hall upon completion of the examination without covering the face and ears enabling the invigilators to identify the candidate.

8. *Penalty for false information* :- If it is revealed that a candidate does not possess the required qualifications, his / her candidature will be annulled at any stage before, during or after the examination. If it is revealed after the appointment that any of false information has been furnished by a candidate within him/ her knowledge or if he/ she has willfully suppressed a material fact his/ her appointment will be cancelled and all sums of money already paid to him/ her under this appointment as salaries and allowances by the Government/ Provincial Council will be recovered.

9. *Medium of Examination*:-

- (a) This examination will be held in Sinhala, Tamil and English Languages.
- (b) The medium in which the candidate sits the examination will be treated as the medium of appointment.
- (c) Candidates should answer all question papers in one medium of language.
- (d) Candidates will not be allowed to change the medium of examination mentioned in the application form.

10. Procedure of Examination, Interview and Appointment:-

10.1. Written Examination

10.1.1. First Part (Common Part)

All applicants should sit for this part.

| <i>Question Paper</i> | <i>Syllabus</i>  | <i>Nature of the Question Paper</i>  |
|-----------------------|--|--|
| 1. Intelligence Test  | Shall consist of multiple-choice questions to test the candidate's skills in reasoning, substitution, interpretation, relevance awareness, conversion, problem solving, understanding of cause & effect relationships, prediction, information organization, pattern identification and adherence to instructions. | Shall consist of 50 multiple-choice questions and/ or short answer type questions.<br>100 marks.<br>1½ Hours |
| 2. Comprehension      | Shall consist of objective type questions to test the candidate's ability in comprehension and skills in communication, summarization, analyzing and creativity.   | Shall consist of 50 multiple-choice questions and/ or short answer type questions.<br>100 marks.<br>02 Hours |



10.1.2. Second Part (The part specific to the relevant service)

This part will be applicable to the applicants who appear for the Sri Lanka Administrative Service, Sri Lanka Accountants Service, Sri Lanka Education Administrative Service and Sri Lanka Planning Service. Every applicant who applies for these services should sit all the question papers of the service/ services he applies for and obtain 40% of marks or more for each question paper.

1. Specific Part for the recruitment to the Sri Lanka Administrative Service

(I) Structure of Question Papers

| <i>Question Paper</i>                            | <i>Duration</i> | <i>Nature of the Question Paper</i>  |
|--|-----------------|--|
| 1. Social, Economic and Political Trends         | 03 Hours        | Total marks 100, Minimum pass mark is 40%<br>Shall consist of structured essay type questions, multiple-choice questions and / or short answer type questions. |
| 2. Managerial Aptitude                           | 03 Hours        | Total marks 100, Minimum pass mark is 40%<br>Shall consist of structured essay type questions, multiple-choice questions and / or short answer type questions. |
| 3. Creative, Analytical and Communicative Skills | 03 Hours        | Total marks 100, Minimum pass mark is 40%<br>Shall consist of essay type questions / semi structured essay type questions                                      |

(II) Syllabus :

|   |
|---|
| 11. Social, Economic, Political Trends  |
| It is expected to test the candidate's knowledge of social, economic, political, cultural, scientific and technological conditions locally and globally or his ability to think creatively, analytically and critically and the ability to decide priority and strategic projection in response to situations presented to him.   |
| 12. Managerial Aptitude   |
| It is expected to test the candidate's skills in identifying problems and their reasons, decision making, maintaining inter-personal relationships, communicative ability, formulation of self-disciplinary policies and strategies, innate wisdom etc. in response to situations presented to him.   |
| 13. Creative, Analytical and Communicative Skills   |
| It is expected to test the candidate's ability for reasoning and imagination in relation to the analyzing, collating and presenting of information on a topic/theme selected by the candidate from a given set of topics/ themes; and the ability to comprehend a complex passage, a piece of writing or a memorandum and express the salient ideas thereof concisely, clearly and accurately in the candidate's own words. |

## 2. Specific Part for the recruitment to the Sri Lanka Accountants Service

### (I) Structure of Question Papers

| <i>Question Paper</i>                       | <i>Duration</i> | <i>Nature of the Question Paper</i>   |
|---|-----------------|---|
| 21. Financial and Managerial Accounting     | 03 Hours        | Total marks 100, Minimum pass mark is 40%.<br>This question paper shall consist of 02 parts<br>(Marks for Part I is 60, Marks for Part II is 40)  |
| 22. Advanced Auditing and Economic Analysis | 03 Hours        | Total marks 100, Minimum pass mark is 40%.<br>This question paper shall consist of 02 parts<br>( Marks for Part I is 60, Marks for Part II is 40) |

### (II) Syllabus

#### 21. Financial and Managerial Accounting

(This question paper shall consist of 02 parts and 08 questions)

##### Part I – Financial Accounting

This part includes five (05) questions. Question one is compulsory and balance two (02) questions have to be selected out of four (04) questions. All questions carry equal marks.

##### 1. Compulsory Question

This question is to measure the candidate's ability to apply Sri Lanka Accounting Standards (SLAS). The question has five subparts, each question carries 04 marks.

Following Sri Lanka Accounting Standards are covered under this question.

- Financial Statements – LKAS 1
- Property, Plant and Equipment – LKAS 16
- Revenue – LKAS 18
- Cash Flow Statement – LKAS 7
- Inventories – LKAS 2
- Accounting Policies, Changes in accounting estimates and errors – LKAS 8
- Events after the reporting period – LKAS 10
- Leases- LKAS 17
- Income Taxes – LKAS 12
- Provisions, Contingent Liabilities and Contingent Assets – LKAS 37
- Financial Instruments – LKAS 39

##### 2. Question No. 2: Conceptual and regulatory framework for Financial Statements

Objectives of general purpose financial statements, Underlying assumptions, Qualitative characteristics of financial statements, Elements of financial statements, Recognition and measurement of elements of financial statements, Concepts of capital and capital maintenance, Provisions in Corporate governance, Companies Act and Securities and Exchange Commission regulations and rulings.

##### 3. Question No. 3: Financial Statements of Limited Liability Companies including Consolidated Financial Statements

Identify the sources of funds available for a limited liability company, prepare ledger accounts for issue and redemption of shares and debentures and prepare financial statements for the purpose of management and publication.

4. Question No.4: Preparation of Financial Statements for non-profit organizations.

5. Question No. 5: Financial statement analysis, interpretation and communication of Financial Results, and Non- financial reporting.

Part II – Managerial Accounting

This part includes three (03) questions prepared to measure the candidate's knowledge on the following areas and candidates should answer 02 questions. All questions carry equal marks.

1. Aspects of Cost Accounting  
Cost classification, Behavior, Estimation, Material and inventory control, Labour, Specific and continuous order costing
2. Cost Accounting Systems  
Absorption costing and marginal costing, Activity-based costing, Process costing, Throughput Accounting and Contemporary Management Accounting
3. Financial mathematics for business and project appraisal fundamentals Compounding, Discounting
4. Standard costing and Variance analysis
5. Mathematics for business functions
6. Budgeting and Forecasting  
Budgeting, Budget preparation and Budgetary control
7. Decision making under uncertainty  
Information for short-term and long-term decision making, Cost-volume-profit analysis, Further processing pricing and Multi-constraint decision making
8. Working Capital Management

22. Advanced Auditing and Economic Analysis

(This question paper shall consist of 02 parts and 08 questions)

Part I – Advanced Auditing

This part includes 05 questions prepared to measure the candidate's knowledge on the following areas and candidates should answer 03 questions. All questions carry equal marks.

1. Different types of audit and objectives of such audits  
Financial audit, Systems audit, Compliance audit, Value for money audit, Performance audit, Forensic audit, Internal audit, External audit, Management audit etc.
2. Audit Planning and Control  
Audit planning, timing, interim and final audit, assignments of responsibilities for functions, recording the work done including the use of internal control, preparing questionnaires and forms for evaluation of internal control.
3. Professional conduct and Ethics  
Integrity, Objectivity in gathering, Evaluating and communicating information about the audit activities, Confidentiality of information, Professionalism, Professional obligations and Competency in applying the knowledge, skills, and experience.

4. Legal rights and responsibilities.  
Legal responsibility of Accountants and Auditors and related legal provisions.
5. Techniques for risk assessment and management  
Identifying different types of risk, risk management process, techniques and tools managing risks.
6. Auditing standards  
International Standards of Auditing (ISAs) and Sri Lanka Auditing Standards (SLAuSs)
7. Functions of internal audit  
Identifying functions of internal audit, objectives of internal audit and Audit Committees
8. Evidence collection  
Identifying different evidence collection methods, Evidence collection process and ensuring the validity of the evidence.
9. Reporting functions  
Type of reports, reporting standards, structures, reporting process, audit opinions and follow-up process etc.

Part II – Economic Analysis

This part includes 03 questions prepared to measure the candidate's knowledge on the following areas and candidates should answer 02 questions. All questions carry equal marks.

1. Understanding Macroeconomic variables  
Identifying Macroeconomic variables and leading indexes, purpose of assessment of Macroeconomic variables, correlations among Macroeconomic variables and current Sri Lankan contexts.
2. National Income Determination and National Income Accounting  
Methods of measuring national income, Sectorial contribution of the national income, capital consumption, private consumption, national products and welfare and current Sri Lankan context.
3. International Trade and Economic Development  
Theory of international trade, International trade and economic development, Balance of Payments and exchange rate behavior and current Sri Lankan context.
4. Foreign Finance, Foreign Direct Investments, Developing countries debt, Sustainable Debt Management and current Sri Lankan context.
5. Capital and financial Market, Financial intermediaries and financial instruments.
6. Monetary Policy
7. Fiscal Policy

3. Specific Part for the recruitment to the Sri Lanka Planning Service

(I) Structure of Question Paper

| <i>Question Paper</i> | <i>Duration</i> | <i>Nature of the Question Paper</i>   |
|-----------------------|-----------------|---|
| 31. General Awareness | 03 Hours        | Total marks 100, Minimum pass mark is 40%.<br>Shall consist of structured essay type questions, multiple-choice questions and / or short answer type questions. |

(II) *Syllabus* :

|  |
|--|
| 31. General Awareness  |
| Shall consist of the questions to test candidate's knowledge about geographical, political, economic, social and cultural environment of Sri Lanka and awareness about the matters of current national and international interests as well as scientific and technological developments. |

4. Specific Part for the recruitment to the Sri Lanka Education Administrative Service

(I) Structure of Question Papers

| <i>Question Paper</i>  | <i>Duration</i>       | <i>Nature of the Question Paper</i>  |
|------------------------|-----------------------|--|
| 41. General Knowledge  | 01 Hour               | Total marks 100, pass mark is 40%.<br>Shall consist of 50 multiple choice / short answer type questions                                    |
| 42. Analytical Studies | 1 $\frac{1}{2}$ Hours | Total marks 100, pass mark is 40%.<br>Shall consist of objective type questions prepared based on case studies, tables, graphs and charts. |

(II) *Syllabus* :

|  |
|--|
| 41. General Knowledge  |
| It is expected to test the candidate's knowledge in contemporary information in local and foreign education, namely, science and technology, socio-economic setting, politics, geography, law, environment, culture and sports with more emphasis on national education policies, law, reforms and innovations, history of indigenous education and contemporary information and national and international trends in education. |
| 42. Analytical Studies   |
| Shall comprise of objective type questions prepared based on case studies, tables, graphs and charts to test the candidate's skills in analysis, synthesis and creativity.   |

*Note* : There will be no specific question papers for the recruitment to the Sri Lanka Scientific Service and the candidates shall sit only the question papers of the First Part (Common Part) of the examination.

**10.2. Interview**

(a) Sri Lanka Administrative Service

The candidates who obtain at least 40% of the marks or more out of the prescribed marks for all written question papers of the Common Part and Specific Part for the relevant service will be called for the interview according to the order of merits of the aggregate marks they obtained. The interview shall consist of two (02) parts such as General Interview and Structured Interview.

1. *General Interview* :

- (i) Of the candidates who are in the order of merit, only a number equivalent to the aggregate of the number of candidates expected to be recruited based on the number of vacancies and a 25% of the number of vacancies will be called for the general interview. If the number of qualified candidates is less than the number above, only such number of candidates who are so qualified will be called for the general interview.
- (ii) The general interview will be conducted to examine whether the qualifications for recruitment have been fulfilled and whether the applicants conform to the restrictions on eligibility. Marks will not be given at this interview.

(iii) The board of the general interview will be appointed by the Public Service Commission.

2. *Structured Interview :*

i. A structured interview will be conducted by a board of interview appointed by the Public Service Commission in accordance with the following marking scheme to measure the managerial skills, leadership qualities, communication skills and personality of the applicants. The maximum marks that can be earned at that interview will be twenty-five (25).

|    | <i>Subject area</i>  | <i>Maximum marks</i> |
|----|----------------------|----------------------|
| 01 | Managerial Skills    | 10                   |
| 02 | Leadership Qualities | 05                   |
| 03 | Communicative Skills | 05                   |
| 04 | Personality          | 05                   |
|    | Total                | 25                   |

- ii. The applicants who proved in the general interview that they have fulfilled all qualifications for recruitment will be eligible for calling for the structured interview. Even though a certain number of applicants from among those who were called for the general interview is not qualified for the structured interview, any other applicants instead of those who were not so qualified will not be called again for a general interview.
- iii. When recruiting the expected number based on the number of vacancies, recruitments will be made to Grade III of the Sri Lanka Administrative Service in the order of merits starting from the applicant who obtained the highest marks according to the aggregate of the marks obtained at the written examination and the structured interview.

**(b) Sri Lanka Education Administrative Service**

The candidates who obtain at least 40% of the marks or more out of the prescribed marks for all question papers of the Common Part and Specific Part for the service will be called for the interview according to the order of merits of aggregate marks they obtained. The interview shall consist of two (02) parts such as General Interview and Oral Interview.

1. *General Interview :*

- (i) Of the candidates who are in the order of merit, only a number equivalent to the aggregate of the number of candidates expected to be recruited based on the number of vacancies and a 25% of the number of vacancies will be called for the general interview. If the number of qualified candidates is less than the number above, only such number of candidates who are so qualified will be called for the general interview.
- (ii) The general interview will be conducted to examine whether the qualifications for recruitment have been fulfilled and whether the applicants complied with the restrictions on eligibility. Marks will not be awarded at this interview.
- (iii) The board of general interview will be appointed by the Education Service Committee of the Public Service Commission.

2. Oral Interview :

(d) Sri Lanka Scientific Service

- (i) The oral interview will be conducted by a board of interview appointed by the Education Service Committee of the Public Service Commission to measure the ability in logical reasoning and problem solving, communication skill and personality of the applicants.
- (ii) Only the applicants who proved at the general interview that they have fulfilled all required qualifications for recruitment will be called for the oral interview.
- (iii) Criteria for which marks are awarded in the oral interview

| Subject area                             | Maximum marks |
|--|---------------|
| 1. Logical Reasoning and Problem Solving | 10            |
| 2. Communication Skills                  | 10            |
| 3. Personality                           | 05            |
| Total                                    | 25            |

- (iv) If there are vacancies remaining even after making appointments following the general interview and oral interview in the first round, action will be taken to fill the remaining vacancies by conducting the interviews at a second round.

(c) Sri Lanka Accountants Service and Sri Lanka Planning Service

Only a general interview will be conducted and the applicants who obtained at least 40% of marks or more out of the prescribed marks for each written question paper of the Common Part and Specific Part of the examination will be called for the interview according to the number of vacancies expected to be filled only upon the order of merit. The applicants who proved their qualifications at the interview will be selected for appointment according to the order of merits of the marks they obtained in the written examination. The board of interview will be appointed by the Public Service Commission.

The candidates who have passed the written examination of the First Part (Common Part) and fulfilled the relevant qualifications will be called for the general interview according to the order of merit of the marks obtained by them. The candidates whose qualifications have been verified at the general interview will be recruited based on the order of merits of the marks they obtained in the written examination and the order of the preferences they indicated for the posts. The board of interview will be appointed by the Public Service Commission.

- 10.3. The number to be called for the interview for recruitment to each post will be decided by the Appointing Authority subject to the criteria above.

**N. B. :-** Only attending the interview will not be considered as a completion of qualifications for granting an appointment.

- 10.4. The Commissioner General of Examinations will convey the results to all applicants who appeared for the examination, personally by post or on the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk).

- 10.5. An applicant who has applied for several services will be selected for the post for which he qualifies according to the preference indicated in his application.

11. The Appointing Authority reserves the right to make decision on the matters not provided for in this notice.

12. In the event of any inconsistency or discrepancy between the texts published in this notice in Sinhala, Tamil and English languages, the Sinhala text shall prevail.

By order of the Public Service Commission with concurrence of the Education Service Committee of the Public Service Commission,

M. A. B. DAYA SENARATH,  
Secretary,  
Public Service Commission.

15th July, 2021

07-561