

N. B.— Parts I : II(A), III and IV(A) of the Gazette No. 2292 of 05.08.2022 were not published.



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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 2,293 – 2022 අගෝස්තු මස 12 වැනි සිකුරාදා – 2022.08.12
No. 2,293 – FRIDAY, AUGUST 12, 2022

(Published by Authority)

PART I: SECTION (IIA) – ADVERTISING

(Separate paging is given to each language of every Part in order that it may be filed separately)

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Note.— (i) Raigampura Community Development Foundation (Incorporation) Bill was published as a supplement to the Part II of the Gazette of the Democratic Socialist Republic of Sri Lanka of July 22, 2022.

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 02nd September, 2022 should reach Government Press on or before 12.00 noon on 19th August, 2022.

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



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 Candidates

All candidates are bound to act in conformity with the provisions of the Examinations Act, No. 25 of 1968.

All candidates are bound to abide by the rules given below. A candidate who violates any of these rules is liable to one or more of the following punishments at the discretion of the Commissioner of Examinations :—

- (i) Suspension from the whole or part of the examination or one subject or a part thereof ;
- (ii) Disqualification from one subject or from the whole examination ;
- (iii) Debarment from appearing for an examination for a period of one year or two years ;
- (iv) Debarment for life ;
- (v) Suspension of the certificate for a specified period ;
- (vi) Reporting the candidate's conduct to his Superiors or handing over the candidate to the Police or making a complaint to the Police over his action.

The Commissioner reserves himself the right to take action at any time before the Examination or at any stage of it or thereafter, and his decision shall be deemed final. In the case of examinations for recruitment to the Public Service, the decision of Commissioner of Examinations shall be subject to the Supervision of the Public Service Commission.

1. All candidates should conduct themselves in a quiet manner in and around the Examination Hall so as not to disturb or obstruct the Supervisor, his assistants or the other candidates. They should enter and leave the Examination Hall as quietly as possible.

2. Candidates should obey the Supervisor. Therefore, when the Examination is in progress and before the commencement of the Examination as well as immediately after the end of the Examination they should act in accordance with the instructions of the Supervisor and his assistants.

3. Under no circumstances whatsoever will a candidate be allowed into the Examination Hall after the lapse of half an hour after the commencement of a paper. No candidate will be permitted to leave the hall till after half an hour from the time of commencement of the paper. Candidates who come late for Practical and Oral Examinations are liable to be refused admission.

4. Every candidate should sit at the desk bearing his/her index number and not at any other desk. Unless with the permission of the supervisor no candidate should change his/her seat. The occupation of a seat other than the one assigned to him by a candidate is liable to be considered as an act with a dishonest intention.

5. Absolute silence should be maintained in the Examination Hall. A candidate is forbidden to speak to, communicate with or have dealings with any person within or outside the Examination Hall other than a member of the Examination Hall Staff. If there is an urgent need for a candidate to communicate with another, prior permission must be obtained from the supervisor.

6. A candidate's answer script is identified only by the Index Number and his/her name should not be written on the answer script. Another candidate's index number appearing on the answer script of a candidate is considered as an attempt to commit a dishonest act. Answer scripts bearing an index number that is difficult to decipher is liable to be rejected.

7. Candidates should write only on the paper provided and should not write anything on the blotting paper, question paper, desk or any other place. Non conformity with this rule could be taken as an act with dishonest intentions.

8. Any paper or answer book supplied should not be torn up, crushed, folded or erased. Each and every sheet of paper used for rough work should be tied up with the answer script. It should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination Hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

9. When answering questions in Mathematics the submission of correct answers with incorrect working or with no working at all and in art if the work of art is similar or very close in resemblance to that of another candidate in concept, in form or in execution it is liable to be considered as a dishonest act.

10. The removal of any paper or stationery supplied to candidates out of the Examination Hall is prohibited. All such material remains the property of the Commissioner of Examinations. Breach of this rule shall be liable to be considered an act with dishonest intention.

11. While in the Examination Hall a candidate should not have with him or near him any book, note book, pocket note book, exercise book, sheet of paper or pieces of paper other than the stationery supplied to him. Nor should any handbag, travelling bag or parcel other than the candidate's boxes of colours and boxes of instruments where necessary or any file cover, card board pad, folded newspapers, brown papers should be brought into the Examination Hall. Breach of this rule is a punishable act.

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to

declare everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any another candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper 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. However in an emergency if a candidate needs to leave the hall, he/she shall be allowed to do under the surveillance of the supervisor or his assistant. He/she shall be subject to search before leaving the hall as well as before re-entering it.

15. Impersonation while answering a paper or before the commencement of the Examination is a punishable offence. Tampering with identity cards, presenting false identity cards or tampering with someone's identity are also such offences. Candidates are warned not to commit such offences.

16. Assistance given to a candidate in a dishonest manner by a person who is not a candidate, is considered a serious offence.

Candidates should adhere to the following instructions for their own safety :—

(i) Be at the Examination Hall well in time. It is sufficient to be at the Examination Hall 10 or 15 minutes before the commencement of each paper. If you have any doubt as to the location of the Examination Hall, make inquiries on a day prior to the date of Examination and be sure of its location.

(ii) In case of any doubt regarding your entry for a paper or eligibility to sit a paper you should bring it to the notice of the Supervisor and get your doubts cleared. Failure to do so may result in your candidature for the subject being cancelled.

(iii) When appearing for the Examination, candidates should produce their identity cards at every paper they sit. If a candidate fails to produce identification documents at the Examination Hall, his candidature is liable to be cancelled. In case a candidate forgets to bring such documents into the Examination Hall, it should be brought to the notice of the Supervisor and arrangements should be made to produce them before the Examination concludes.

(iv) Standard stationery (i.e. writing paper, graph paper, ledger paper, precis paper) will be supplied. If you receive any stationery that is different from the kind generally distributed or distributed to the others it should be promptly brought to the notice of the supervisor. No paper other than those issued at the Examination Hall should be used for answering questions. Excess paper and other material should be left on the desk, in good condition. When log tables are supplied they should be used with care and left on the desk when you leave.

(v) Candidates should bring their own pens, pencils, bottles of ink, erasers, pieces of cloth, rulers, geometrical instruments, coloured pencils, coloured chalk, etc.

(vi) When you start answering you should promptly write down your Index Number and the name of the Examination on each sheet of paper used. Write neatly and legibly on both sides of the paper. Leave a blank line after the answer to each part of a question. After the answer to a full question leave one or several blank lines. Do not crowd in your work.

(vii) The left-hand margin of the answer sheet is set apart for you to enter the number of the question you answer. The right hand margin is reserved for the examiner's use and nothing should be written there. Number your answers correctly as incorrect numbering leads to confusion.

(viii) You should read carefully the instructions given at the head of the question paper, with regard to the compulsory questions and the manner in which the other questions should be selected. Disregard to these instructions is often liable to affect you adversely.

(ix) When Mathematics Questions are answered, give all details of calculations and any roughwork, in their serial order as part of the working of the problem. Necessary sketches, diagrams and figures should be accurate and sufficiently large. In an answer running into several pages if reference must be made to a diagram drawn in an earlier page, that diagram should be drawn repeatedly.

(x) At the end of each paper, arrange your answer sheets in the order you answered the questions. Then using the piece of twine supplied, tie them up at the top left hand corner. Do not tie up at the top right hand corner.

(xi) You should personally handover your answer script to the Supervisor or to an Invigilator. Or else remain in your seat till it is collected. Failure to do so may result in the loss of your script and your being treated as an absentee for the paper. On no account should your script be handed over to a peon or an attendant.

(xii) If it becomes necessary for you to speak to the Supervisor or an Invigilator, or if you need stationery, remain in your seat and raise your hand.

Commissioner General of Examinations,
Department of Examinations,
Pelawatta, Battaramulla.

Examinations, Results of Examinations & c.

Department of National Archives

My number :- DNA2/MA7/3/15

**LIMITED RECRUITMENT COMPETITIVE EXAMINATION FOR THE
SUPERVISING MANAGEMENT ASSISTANT TECHNICAL SERVICES CATEGORY
IN THE DEPARTMENT OF NATIONAL ARCHIVES FOR THE GRADE OF
ARCHIVAL CONSERVATOR TRAINING GRADE, AUDIO VISUAL RECORDS CONSERVATOR
TRAINING GRADE, FILM CONSERVATOR TRAINING GRADE AND
ARCHIVAL REPROGRAPHER TRAINING GRADE –2022 (2021)**

APPLICATIONS are invited from qualified employees in the Department of National Archives to recruit to the post of Supervising Management Assistant Technical Services Category in the Department of National Archives for the Grade of Archival Conservator Training Grade, Audio Visual Records Conservator Training Grade, Film Conservator Training Grade and Archival Reprographer Training Grade.

Number of Vacancies -	Archival Conservator	22
	Audio Visual Records Conservator	07
	Film Conservator	04
	Archival Reprographer	06

30% of these vacancies will be filled under limited stream.

01. The recruitment for this examination is done by the Supervising Management Assistant Technical Services Category of the Department of National Archives for the Archival Conservator Training Grade, Audio Visual Records Conservator Training Grade, Film Conservator Training Grade and Archival Reprographer Training Grade. The last date for calling applications is **12.09.2022**. The exam will be held in **November 2022**.

02. Functions Assigned to the Post :

Position No.	Approved designation names	Functions
01	Archival Conservator	Preservation and restoration of archives, maps, pictures kept in the Department of National Archives, compliance with scientific guidelines and standards for targets given for conservation work, training on book binding, where required Government / Private Institutions and Participating in archival conservation activities for individuals, performing practical training related to the preservation of government documents, participating in archival activities in religious places, conducting practical training on the restoration of documents in distress, Should perform Other functions related to the post assigned by the Superintendent of Archives, Chief Conservation Officer (Archives) Deputy Director / Assistant Director of Archives (Technology), Director of National Archives (Technology, Audio Visual and Electronic Records) and Director General of National Archives.

02	Audio-visual Records Conservator	Maintaining and preserving audio-visual records stored in the Department of National Archives and making them available to listeners, providing copies of those documents to computer or audio-visual users, administering audio-visual equipment, maintaining and repairing provide assistance by performing technical works to use audio visual equipment at the functions held in auditorium, Should perform other functions related to the post assigned by the Chief Conservation Officer (Audio Visual), Deputy Director / Assistant Director of National Archives (Film and Audio Visual), Director of National Archives (Technology, Audio Visual and Electronic Archives) and Director General of National Archives .
03	Film Conservators	Maintaining and preserving films deposited in the Department of National Archives and making them available to viewers, providing copies of those films to the users, administering film equipment maintenance and repair, performing technical work required for the use of film equipment required for auditorium functions. Other functions related to the post assigned by the Chief Conservation Officer (Film), Deputy Director / Assistant Director of National Archives (Film and Audio Visual), Director of National Archives (Technology, Audio Visual and Electronic Documents) and the Director General of National Archives
04	Archival Reprographer	Reprography of documents in the archives and newspapers of the Department of National Archives to replace in another medium, Quality inspection of micro-filming photographs, Performing photographic activities of the department and copying documents required for public requests, Perform other duties related to the post assigned by the Director General of National Archives, Director National Archives(Technical, Audio Visual and e. documents),Dep./Asst. Director (Technical) and Chief Archival Reprography Officer.

03. Terms of service :

- (a) Establishments Code and the Amendments made or thereafter to the Service Minute and the Procedure and the Service Minute of the Sri Lanka Technological Service, to the General Conditions governing appointments in the Public Service and to the terms and conditions imposed in the Procedure approved by the Public Service Commission on 05.06.2018 Candidates who are selected subject to the provisions of the Financial Regulations will be appointed to the post of Archival Conservator, Audio Visual Records Conservator, Film Conservator and Archival Reprographer after successful completion of the training period.
- (b) This post is permanent. With pension. Although this position is stated to be pensionable, future recruits will be subject to future policy decisions by the Government regarding the pension scheme. Also, you have to contribute

to the Widows 'and Orphans' Pension Scheme / Widowers 'and Orphans' Pension Scheme. You will have to pay contributions as required by the Government from time to time.

- (c) Candidates who are admitted to this training grade after successfully completing the two year training period and submitting the certificate of passing the examination conducted by the relevant institutions to Grade III of the Archives / Audio-Visual Document Conservator Grade III / Grade of the Film Archive / Grade III / Archive replicas are recruited to Grade III. The appointment is subject to a three-year probation period. Supervising Management Assistant Technical Services Category Archival Conservator Grade III, Audio Visual Records Conservator Grade III, Film Conservator Grade III and Archival Reprographer Grade III shall pass the Departmental Examination in addition to the first Efficiency Bar Examination as specified in the recruitment Scheme within 03 years of recruitment to the Grade III .
- (d) The Director General of National Archives has the power to cancel the appointment of candidates who fail to accept the duties of the post offered to them on the due date.

04. Monthly salary scale :

Department of National Archives Supervising Management Assistant Technical Services Category Archival Conservator Grade III, Audio Visual Records Conservator Grade III, Film Conservator Grade III and Archival Reprographer Grade III . The Department is still retaining the salary scale they were entitled to at the end of the training course Until passing the examination, an annual allowance equal to the starting salary increment of the recruitment grade of the Sri Lanka Technological Service will be paid in addition to the salary. An officer who spends the training period satisfactorily will be placed in the second year at the same salary scale as he was earlier, and the allowance will continue to be paid. After satisfactory completion of the training and passing the examination, the salaries will be converted in accordance with the provisions of the Establishments Code as amended by the Public Administration Circular No. 07/2000 dated 02.03.2000.

05. Eligibility for Recruitment :

Position	(a) Educational Qualifications	(b) Professional Qualifications	(c) Experience
Archival Conservator (Training Grade)	Passing the GCE (O / L) Examination in six (06) subjects including Sinhala / Tamil / English Language, Mathematics and Science not more than two sittings.	Not applicable	Should have at least 10years of active and satisfactory service experience in the relevant field in a permanent, departmental post in the primary or higher category.
Audio Visual Records Conservator (Training Grade)			
Film Conservator (Training Grade)			
Archival Reprographer (Training Grade)			

(d) *Physical Fitness :*

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

(e) *Other :*

- I. The appointment must be confirmed.
- II. Should have completed a satisfactory period of 05 years from a permanent, departmental post in the public service prior to the due date and should have been certified by the Head of the Department.
- III. It is accepted that the officer has fulfilled all the qualifications required to appear for the written test for recruitment.

(f) *Age :* Not applicable.

06. Method of recruitment :

Recruitment will be based on the results of a written competitive examination and a general interview... Candidates who have passed the written examination will be selected on the basis of their merit on the basis of merit in order of the number of candidates who will be selected for the general interview.

(a) *Written exam*

The examination will be conducted in Sinhala, Tamil and English mediums only and the medium of application will not be changed later. A written examination consisting of two (02) question papers consisting of the following subjects will be conducted. Subjects The minimum number of marks required to pass each subject is as follows.

<i>Subjects</i>	<i>Time</i>	<i>Total score</i>	<i>Minimum marks required to pass</i>
01. Intelligence	01h	100	40
02. Subject related technical examination (Subject related examination relevant to each post.)	02 h	100	40

Candidates should appear for all the question papers and answer all the question papers in one language only.

- i. Examination Results - Candidates will be notified of the results of the examination by post by the Commissioner General of Examinations or by the website www.results.exams.gov.lk

07. Syllabus for the examination:

<i>Name of the question paper</i>	<i>Syllabus</i>
01. Intelligence test	It is intended to measure the candidate's general intelligence, reasoning ability, expression, numerical ability and comprehension ability.
02. Technology - A technical and objective examination relevant to each post	This is intended to measure the technical knowledge relevant to the positions.

08. Examination Fees :

Fees Rs. 600. Further, the examination fee should be paid in cash to any Post / Sub Post Office / District / Divisional Secretariat in the island under the Revenue Heads of the Commissioner General of Examinations 20-03-02-13 and obtained in the name of the applicant by one of its edges. The application should be pasted so that it does not come loose in the proper place. Money orders or stamps will not be accepted for the examination fee and the fee paid for the examination will not be refunded or transferred for any other examination for any reason. It may also be helpful to have a photocopy of the receipt.

09. How to apply :

- (a) The name of the examination mentioned in the title of the application should be in English in addition to Sinhala in Sinhala applications and in English in addition to Tamil in Tamil applications.. The application should be in the form of a template attached to this notice, prepared on 8 ½ "x12" (A4) paper and completed by the candidate himself in his own handwriting.. Computer-generated applications can also be used.The application should be completed in one language only. The application should be prepared in such a way that the headlines of the application number 01 to 08 are included on the first page.
- (b) Applications that do not comply with the specimen application and applications that are incompletely informed will be rejected without notice. (It may be helpful to have a photocopy of the application.) The applicant should inquire whether the completed application is comply with the application mentioned in the notice of examination. Otherwise, the application may be rejected.
- (c) Completed application form for the examination should be received under registered cover on or before **12.09.2022** "Director General of National Archives, Department of National Archives, Philip Gunawardena Mawatha, Colombo 07." Should be sent to.

"Limited Competition Examination for Recruitment for the Training Grade - – 2022 (2021)" in the upper left corner of the envelope containing the application Should be clearly written. 2022.09.12. No applications received after 12.09.2022 will be accepted.

- (d) Applicant must have the signature of the applicant on a Government College, a Justice of Peace, a Commissioner of Oaths, a lawyer, a notary public, an authorized officer of the Armed Forces, an officer holding a *Gazetted* post in the Police Service or a staff member holding a permanent post in the Government.
- (e) Incomplete applications will be rejected. No complaints regarding loss or delay of application will be considered in the mail.The applicant has to bear the loss due to delay in the application till the last date.
- (f) The application receive will not be notified. Examination Admission Card will be issued by the Commissioner General of Examinations to the candidates who have paid the prescribed examination fees on or before the last date of receipt of the applications mentioned in the notification and submitted the completed applications along with the relevant receipt on the presumption that only those who have the qualifications mentioned in the examination notice have applied. has.The Department of Examinations of Sri Lanka will publish an announcement in the newspapers and on the official website of the Department stating that as soon as the examination admission forms are issued. If there is a candidate who has not obtained the ticket even after 02 or 03 days from the date of publication of the notice, as mentioned in the advertisement, he should inquire about it from the Institutional Examination Organizing Branch of the Department of Examinations, Sri Lanka.In doing so, the applicant should state the name of the examination to which he / she has applied, the full name of the applicant, the National Identity Card number and the address. If the applicant is a resident outside Colombo, it would be more effective to send a request letter

with the applicant's fax number to the fax number mentioned in the advertisement so that a copy of the ticket can be faxed expeditiously with that information. In doing so, it will be useful to have a copy of the application, copy of the receipt of payment of examination fees and the receipt registered at the time of posting the application to confirm any information requested by the Department of Examinations.

to verify their identities. Candidates who refuse to prove their identities will not be admitted to the examination hall. Furthermore, from the moment of entering the examination hall until the end of the examination and leaving, the examination authorities should not cover the face and both sides so that the candidate can be identified.

10. Entering the exam :

(a) Admission cards will be issued by the Commissioner General of Examinations to the candidates who have submitted the complete application in all respects. A candidate who does not present his / her admission card will not be allowed to sit for the examination.

(b) Candidates should appear for the examination at the examination hall allotted to them. Each candidate should certify his / her signature on the relevant examination hall and hand it over to the Head of the examination hall on the first day of his / her appearance in that hall.

Note .– Issuance of an Examination Admission Card to a Candidate is not considered as recognition that he or she has qualified for the examination.

(c) Candidates should confirm their identity to the satisfaction of the Head of the Hall for each subject they appear for in the examination hall. Any of the following documents will be accepted for this purpose.

- I. National Identity Card
- II. Valid passport
- III. Valid Sri Lankan Driving License

Candidates should also enter the examination hall without covering their faces and two ears so as

11. Penalties for providing false information :

If a candidate is found to be ineligible, his / her candidature will be cancel before, during or after the examination or at any time. A candidate is subject to dismissal from public service if he / she is found to have knowingly or intentionally suppressed an important point made by him / her. Candidates are subject to the rules and regulations imposed by the Commissioner General of Examinations regarding the conduct of the examination and the issuance of results.

12. Other facts :

Matters not considered in these regulations will be dealt with at the discretion of the Director General of National Archives.

13. If there is any inconsistency or inconsistency between the language texts of this announcement published in Sinhala, Tamil and English, then the Sinhala press release will be acted upon.

As per the order of the Public Service Commission,

Director General of National Archives

Department of National Archives

12.08.2022

No. 07

Philip Gunawardena Mawatha

Colombo 07

At the Department of National Archives.

09. Date of Birth :

Year :

Month :

Date :

10. G.C.E. (O/L)

10.1 G.C.E. (O/L) – First sitting

Year :

Index Number :

<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>

10.2 G.C.E. (O/L) - Second sitting

Year :

Index Number :

<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>

11. Details of current / current posts held:

11.1 Earlier post :

11.2 First date of Appointment :

11.3 Date of the permanent:.....

11.4 Current position and Grade :

11.5 Date of permanent in current position:.....

11.6 Details of the previous service period of the Department of National Archives:

	Service period		Designation	Place of work
	From	To		
I.
II.
III.

12. If you have been subjected to any disciplinary action during the period of service, please provide information briefly:

.....

13. Have you ever been convicted by a court on a charge?

(Put the (√) in the box) If yes, please provide details.

Yes No

.....

14. Examination Fees (Fixed the receipt.)

(i) Post office / Sub post office :
Which the payment has done

(ii) Receipt Number and date :

(iii) Amount :

Fixed the receipt in this box affirmely.
(It will be important to have a copy of this receipt with the applicant.)

15. Certificate of the applicant :

- (a) I respectfully declare that the information provided by me in this application is true and correct.I agree to bear the consequences of not completing certain parts here and / or incorrectly completing them.I would also like to state that all the sections here have been completed correctly.
- (b) I also know that if this statement made by me proves to be false, I will be disqualified prior to appointment and subject to dismissal upon appointment.
- (c) I also declare that I am subject to the rules and regulations imposed by the Commissioner General of Examinations regarding the conduct of the examination and the issuance of results.

(d) I will not change any of the information mentioned here later.

Date :

Signature of the applicant:

16. Certification of the applicant's signature:

This application is submitted by Mr. / Mrs. / Miss in this Department as and that he / she has earned all his / her salary increments during the period preceding the date of (Except for warnings) that he / she has not been subjected to any disciplinary action and that he / she has fulfilled all the qualifications as per paragraph 5 of the notice and that he / she is eligible to appear for the examination as per the regulations mentioned in the relevant notice as per the personal file. Rs. 600 / - and signed by him / her on I guarantee that too.

Date :

.....

Signature of the Attester

Rubber stamp :

Name of the Attester :

Designation :

(Rubber stamp)

Recommendation and Certificate from the Head of Department

Mr. /Mrs. /Miss.....working in this department as and that he / she has earned all his / her salary increments during the period preceding the date of..... . That he / she has not been subjected to any disciplinary punishment for any offense (other than warnings) during that period and that he / she has fulfilled all the qualifications as per paragraph 5 of the notice and that he / she is eligible to appear for the examination in accordance with the regulations mentioned in the relevant notice as per the personal file. I guarantee.

Date :

.....

Signature of Head of the Department

Rubber stamp :

Ministry of Agriculture

Department of Animal Production & Health

THIRD EFFICIENCY BAR EXAMINATION FOR THE OFFICERS IN SRI LANKA ANIMAL PRODUCTION AND HEALTH SERVICE - 2021 (2022)

It is hereby notified that the Third Efficiency Bar Examination for the Officers in Grade I in the Sri Lanka Animal Production and Health Services is expected to commence in September, 2022 and to be held at the Dept. of Animal Production & Health, Peradeniya. Applications are called from the officers those who are promoted to Grade I in the Sri Lanka Animal Production and Health Service as at 08.08.2022.

02. Details of the Examination - As per the provisions in Chapter 08 of the Service Minute of the Sri Lanka Animal Production & Health Service, details of examination are given below according to the appendix five of the Minute.

Details of the Examination

<i>Subject</i>	<i>Duration</i>	<i>Aggregate Marks</i>	<i>Pass Marks</i>
1. Management	03 hours	100	40

03. Syllabus for the examination

<i>Subject</i>	<i>Syllabus</i>
Management	1. Principles of Management 2. Function of Management 3. Management Environment 4. Participatory Management 5. Public Relation 6. Good Governance 7. Ethics

At least 40% marks should be obtained for the question paper to get a pass.

04. This examination will be conducted in Sinhala, Tamil and English only at the examination centers established in the Dept. of Animal Production & Health. Permission will not be given to change the medium applied by the candidate later.
05. The application should be in the form of the specimen appended to the notification and should be prepared on A4 size paper using both sides of it. It should be noted that the cages 01 to 06 should appear on page I of the paper and the rest on the other side of the paper. Relevant particulars should be clearly written by the candidate in his own hand writing.
06. The candidate is advised to keep a Photocopy of the application for his use. Further the candidate should check the applications prepared by him with the specimen application appeared in the notice. The applications which are not prepared as per the specimen form and incomplete application forms will be rejected without any notification. The name of the examination should be written in English too in the applications prepared in Sinhala or Tamil Medium.
07. Candidates are subject to the rules and regulations enacted by the Director General of the Dept. of Animal Production & Health in respect of conduction the examination and issuing of results as the Director General of the Dept. of

Animal Production & Health reserves the authority to conduct the examination as per the Service Minute of the Sri Lanka Animal Production & Health Service. All rules and regulation applicable to national level examinations conducted by the Commissioner General of Examinations are in force for this examination too. If a candidate violates any of the rules he is subject to be punished at the direction of the Director General of the Dept. of Animal Production & Health.

08. Applications should be forwarded through the Head of the Department/Institute by registered Post to reach the Director General of Animal Production & Health, to the address given below on or before **12th September 2022**.

The Director General of Animal Production and Health,
Department of Animal Production and Health,
P. O. box 13,
Getambe,
Peradeniya.

09. No fee will be levied on candidates those who sit for this examination for the first time. Those who sit for the second time should pay a fee of Rs. 600/-. The above examination fees should be paid to any post office/sub post office situated in the island to be credited to Revenue Head No. 2003-99-00 of the Commissioner General of Examination and the receipt of it should be affixed to the edge of the relevant page in the application. Further it may be useful to keep a Photostat copy of it. This payment will not be refunded on any circumstances.
10. The applicants those who have forwarded the accurately completed application including their language medium in which they wish to appear at the examination, applicant's signature and certification of Departmental Head, and the receipt when it is prescribed to pay the fee before or on the date of receiving applications indicated in the notice, will be issued the admissions by the Director General of Animal Production and Health. A notice will be published in the departmental website by the Department of Animal Production and Health

as soon as the admission cards are dispatched to the candidates. If the admission card is not received 2-3 days after the publication of the notice, it should be informed to the Department of Animal Production and Health stating the name and address of the applicant, NIC No. and Fax No. or E-mail address as stated in the notice. There it will be useful to keep Photostat copy of the application and receipt of the payment and receipt of the registration in your possession to prove any information as required by the Dept. of Animal Production & Health.

11. The claims submitted later by the candidates who have failed to fulfill the requirements as stated in the above paragraph 09 will not be considered.
12. Only the National Identity Card issued by the Department of Registration of Persons or the valid passport will be accepted for the examinations conducted by the Department of Animal Production and Health in order to prove the identity of the candidate at the examination hall. The applicant's signature in the application as well as in the admission card should be certified by the Head of the Department or by an authorized person. The applicant should appear for the examination being seated in the place where your examination number has been indicated and the certified admission card should be produced to the examiner on the examination day. The applicant who does not produce the certified admission card will not be allowed to sit for the examination.
13. Issuing of an admission card to a candidate will not be considered that he/she has fulfilled the qualifications to sit for the examination.
14. If Sinhala/ Tamil or English language versions of the *Gazette* notification are comparative the Sinhala versions will be accepted.

DR. K. A. C. H. A. KOTHALAWALA,

Director General of Animal Production & Health,
08th of August 2022.

Specimen Application

Ministry of Agriculture

THIRD EFFICIENCY BAR EXAMINATION FOR THE OFFICERS IN SRI LANKA ANIMAL PRODUCTION AND HEALTH SERVICE - 2021 (2022)

(The name of the examination should be written on the top left hand corner of the envelope.)

Language medium of examination

Sinhala - 2

Tamil - 3

English - 4

(Give the relevant number in the box)

01. (i) Full name (in block letters) :

.....
(Ex: HERATH MUDIYANSELAGE SAMAN KUMARA GUNAWARDHANE)

(ii) Last name with initials (in block letters)

.....
(Ex. GUNAWARDHANE H. M.S.K.)

(iii) Full name (in Sinhala/Tamil) :

.....

02. Postal Address (for dispatch of admission card) (in block letters)

.....

03. Male / Female

Female - 1

Male - 0

(Write the relevant number in the box.)

04. NIC Number :

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

05. Mobile No. :

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

06. State whether you have sat for this examination earlier. If so, state the year and month

.....
.....

07. Date of Birth :

Year :

--	--	--	--

Month :

--	--

Date :

--	--

08. Designation :

.....
(In block letters)

10. The date on which the promotion was made to Grade I of the Sri Lanka Animal Production and Health Service :

.....
I declare that the above particulars are correct and that I am entitled to sit for the examination in the language medium indicated above.

Further I am prepared to abide by the conditions enacted by the Commissioner General of Examinations with regard to the conduct of the examination.

Examination Fee Rs.

Paying Office :

Receipt No. :

To affix the receipt (keep a Photostat copy of the receipt)

Date :

Signature of Candidate :

Through

.....
Director General, Department of Animal Production and Health

Forwarded :-

I Certify that the candidate whose particulars appear above is eligible to sit for the examination and that he/ she has qualifications to sit for the examination in the medium stated in the application.

* I also certify that the receipt, paying the prescribed examination fee, has been duly affixed by the candidate.

I attest the candidate's signature

Date :

.....
Signature of Head of
Department and Designation
(Place the Rubber stamp)

(*Attestation of the Signature - Candidate's signature should be certified by the Head of the Ministry/Department/
Provincial Council/ Urban Council/ Division to which he is attached)