

N. B.– Part IV (A) of the Gazette No. 2326 of 31.03.2023 was not published.



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The Gazette of the Democratic Socialist Republic of Sri Lanka

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No. 2,327 – THURSDAY, APRIL 06, 2023

(Published by Authority)

PART I: SECTION (IIA) – ADVERTISING

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

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IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY "GAZETTE"

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 28th April, 2023 should reach Government Press on or before 12.00 noon on 12th April, 2023.

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, 2023.



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.

Posts - Vacant

REGISTRAR GENERAL'S DEPARTMENT

Post of Registrar of Births, Deaths and Marriages

Tamil Medium

MULLAITIVU 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 70 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 Tamil 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) of the Registrar General's Department.
09. Duly filled applications should be forwarded on or before **12th May, 2023** by registered post to the address given in the Schedule.

W. R. A. N. S. WIJAYASINGHE,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
10th March, 2023.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Mullaithivu	Manthai East	Post of Births & Deaths Registrar of Panangamam Division and Post of Marriages (General) Registrar of Manthai East Pattu Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Mullaithivu.

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REGISTRAR GENERAL'S DEPARTMENT

Post of Registrar of Muslim Marriages (Tamil)

BAATTICALOA DISTRICT

APPLICATIONS are called for the Post of Registrar of Muslim Marriages in the Divisions set out in the Schedule hereof;

01. Applicant should be a permanent resident of relevant Muslim 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. Only Muslim Males 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 70 years)
04. Applicants for the Post of Registrar of Muslim Marriages should be married and should not be a widower or divorced.
05. Applicant should have passed minimum of 06 subjects including Sinhala/Tamil (Relevant Language for the post) 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.
(Possession of Moulavi Certificate or Diploma in Arabic Language shall be considered as fulfillment of aforesaid basic qualification.)
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 Muslim Marriage, 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) of the Registrar General's Department.
09. Duly filled applications should be forwarded on or before **12th May, 2023** by registered post to the address given in the Schedule.

W. R. A. N. S. WIJAYASINGHE,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
10th March, 2023.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Batticaloa	Manmunai North	Post of Muslim Marriages Registrar of Kottamunai Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Batticaloa.
Batticaloa	Kaththankudy	Post of Muslim Marriages Registrar of Kaththankudy South Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Batticaloa.
Batticaloa	Manmunai North	Post of Muslim Marriages Registrar of Poonochimunai Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Batticaloa.

REGISTRAR GENERAL'S DEPARTMENT

Post of Registrar of Muslim Marriages (Tamil)

MANNAR DISTRICT

APPLICATIONS are called for the Post of Registrar of Muslim Marriages in the Divisions set out in the Schedule hereof;

01. Applicant should be a permanent resident of relevant Muslim 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. Only Muslim Males 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 70 years)
04. Applicants for the Post of Registrar of Muslim Marriages should be married and should not be a widower or divorced.
05. Applicant should have passed minimum of 06 subjects including Sinhala/Tamil (Relevant Language for the post) 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. (Possession of Moulavi Certificate or Diploma in Arabic Language shall be considered as fulfillment of aforesaid basic qualification.)
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 Muslim Marriage, 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) of the Registrar General's Department.
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W. R. A. N. S. WIJAYASINGHE,
Registrar General.

Registrar General's Department,
No. 234/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
17th March, 2023.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Mannar	Manthai West	Post of Muslim Marriages Registrar of Manthai West Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Mannar.

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REGISTRAR GENERAL'S DEPARTMENT**Post of Registrar of Births, Deaths and Marriages****Tamil Medium****TRINCOMALEE 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 70 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 Tamil 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) of the Registrar General's Department.
09. Duly filled applications should be forwarded on or before **12th May, 2023** by registered post to the address given in the Schedule.

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Registrar General.

Registrar General's Department,
No. 23/A3, Denzil Kobbekaduwa Mawatha,
Battaramulla.
17th March, 2023.

SCHEDULE

<i>District</i>	<i>Divisional Secretariat Division</i>	<i>Post and Division for which Applications are called</i>	<i>Address to which Applications should be sent</i>
Trincomalee	Muthur	Post of Births & Deaths Registrar of Kottiyar North Division and Marriages (General) Registrar in Muthur Division (Tamil Medium)	District Secretary/Additional Registrar General, District Secretariat, Trincomalee.

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Examinations, Results of Examinations &c.,

PUBLIC SERVICE COMMISSION

LEGAL DRAFTSMAN'S DEPARTMENT

**Open Competitive Examination for the Recruitment to the Posts of Assistant Legal Draftsman in the
Legal Draftsman's Department - 2023**

APPLICATIONS are called from eligible Sri Lankan citizens for the competitive examination to select qualified personnel to fill the vacancies of 04 posts of Assistant Legal Draftsman (English/ Tamil) and 02 posts of Assistant Legal Draftsman (English/Sinhala) in the Legal Draftsman's Department by the order of the Public Service Commission. This examination will be held in **July, 2023** in Colombo by the Commissioner General of Examinations. The Public Service Commission may postpone or cancel this examination.

(A) The closing date for the receipt of applications is **08th of May 2023**.

Note : Any complaint on loss of an application or related document or delay in post will not be considered.

01. Conditions of Employment and Service Conditions :

- i. This post is permanent and pensionable. You shall be subject to a policy decision taken by the Government on the pension scheme you are entitled to. You shall contribute to the widows' and orphans' / and widowers' and orphans' pension scheme. You shall pay the contributions for the same as may be prescribed by the Government from time to time.
- ii. As per the provisions of the Public Administration Circular No. 18/2020 dated 16.10.2020, the proficiency of the other official language/ official languages shall be obtained.
- iii. This appointment is subject to the Procedural Rules of the Public Services Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the Government and to the recruitment procedure for the Assistant Legal Drafting Service and the conditions included in the amendments that have been made and will be made thereto.
- iv. The language medium for which you are eligible for recruitment will be the language medium mentioned by you in the application form.

02. Salary scale :

According to the new salary structure approved by the letter No. EST 5/4/24(XIX)-9 and dated 21.02.2018 by the Secretary to the Ministry of Public Administration and Management, the monthly salary scale for this post is 75,000 - 10x1630 - Rs. 91, 300 and the salary code is LDS1-2016.

03. Qualifications :

3.1 Educational/ Professional Qualifications:

- i. Shall have taken oaths as an Attorney-at-Law of the Supreme Court of Sri Lanka.
- ii. Shall have obtained Distinction passes in Sinhala or Tamil language and English language at G.C.E. Ordinary Level Examination.

3.2 Experience:

Shall have obtained an active professional experience of not less than one year (01) after taking oaths as an Attorney-at-Law of the Supreme Court. (The documents submitted for proof of active professional experience must clearly state the duration of the experience, date and stamp of the certifying person and be presented at the interview.)

3.3 Physical Qualifications:

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

3.4 Other Qualifications:

- (i). Applicant shall be a citizen of Sri Lanka.
- (ii). Applicant shall have an excellent character.
- (iii). Shall have completed all required qualifications for the appointment for the post at the closing date of the receipt of applications, which is **08th of May 2023**.
- (iv). Applicant shall not have been convicted of any criminal allegation under the law of Sri Lanka.

04. Age Limit

Age not less than 22 years and not more than 35 years as at the closing date of receipt of applications.

05. Method of Recruitment :

Recruitments will be made on the results of a written examination and an interview of evaluating eligibility. A number of candidates of fivefold of the number of vacancies in the post expected to be recruited will be called for the interview for evaluating the eligibility as per the sequence of skills of the aggregate of marks of the examination. Marks will be given at the interview which evaluates the eligibility, conducted by an interview board approved by the Public Services Commission in accordance with the marking procedure presented under no. 07 approved by that Commission. Qualified applicants will be appointed by the Public Services Commission based on the sequence of skills of aggregate of marks of the written examination and eligibility evaluation interview in accordance with the number of vacancies available. Number of appointees and the effective date of the appointment will be determined by the Public Services Commission.

06. Examination Procedure :

A written examination of two (02) question papers consisting of the following subjects will be held. The subjects and the minimum marks required to pass the each subject are as follows. Candidates shall appear for all the question papers. The examination will be conducted in Sinhala, Tamil and English medium. Candidates may sit for the examination in any one language of their choice. A candidate will not be permitted to change the medium for the examination given in his or her application.

<i>Name of the question Paper</i>	<i>Syllabus</i>	<i>Minimum marks required for the pass</i>
01.Knowledge on Law (02 hours)	i. Knowledge on the Constitution of the Democratic Socialist Republic of Sri Lanka ii. Legal Principles on the statutory interpretation, including the provisions of the Interpretation Ordinance iii. General Legal Principles	40%
02.Language Competency (01 hour)	Translating a part of a Parliamentary Act in English into Sinhala/Tamil. i. Translation Comparing a section of an Act in English with incorrect Sinhala/Tamil translations thereof and revising the Sinhala/Tamil translation accurately; and ii. Grammar The candidates shall appear for one question paper in two relevant languages (English and Sinhala or English and Tamil) which examines the knowledge on grammar of the languages Sinhala/Tamil and English.	40%

07. Interview for evaluating the eligibility :

A number of candidates of fivefold of the number of vacancies will be called for the interview for evaluating the eligibility as per the sequence of skills of the aggregate of marks that obtained above 40% in each subject in the written examination conducted by the Commissioner General of Examinations.

The interview for evaluating the eligibility will be conducted by an interview board appointed by the Public Services Commission.

Marking scheme of the interview board for the interview for evaluating the eligibility :

<i>Index Number</i>	<i>Subject</i>		<i>Maximum Marks</i>
01.	Additional Educational Qualifications		25
	a) A Postgraduate Degree in Law obtained from a University recognized by the University Grants Commission	25	
	b) A Postgraduate Diploma in Law obtained from a University recognized by the University Grants Commission or a Post Attorney Diploma obtained from the Institute of Advanced Legal Studies of Law College, Sri Lanka	20	
	c) The LLB degree obtained from a University recognized by the University Grants Commission with a		
	- First Class	15	
	- Second-Class Upper Division	10	
	- Second-Class Lower Division	07	
	- General	05	
	d) For a First Class at the Final year at the Law College	10	
	e) For a Second Class at the Final year at the Law College	05	
	<i>Note : Marks will be awarded only for the highest qualifications</i>		
02.	Language proficiency		10
	01. English Language Proficiency		
	(a) A degree with English Language as a major subject obtained from a University recognized by the University Grants Commission	05	
	(b) A diploma in English obtained from a University recognized by the University Grants Commission or an SLQF level 3/NVQ level 5 or above diploma in English obtained from an institute recognized by the Government or at least a very good pass for English in GCE (A/L) examination (local or London) or 6.5 or above overall band score in IELTS (Academics), 79 or above score in TOEFL-IBT, 213 or above score in TOEFL-CBT or 550 or above score in TOEFL-PBT	04	
	02. Tamil Language proficiency	05	
	(a) A degree with Tamil as a major subject obtained from a University recognized by the University Grants Commission		
	(b) For a diploma in Tamil language offered by a University recognized by the University Grants Commission or by a Government training institute (Not less than 01 year)	04	
	<i>Note: Marks will be awarded only for the highest qualification under one sub-heading.</i>		

<i>Index Number</i>	<i>Subject</i>		<i>Maximum Marks</i>
03.	Additional Experience A maximum of 10 points, 02 points for each year of experience in public or private sector as an Attorney-at- Law/holder of a legal position, excluding the 01 year of service as an Attorney-at-Law which is required to apply for the position.		10

The interview for evaluating the eligibility will be conducted by an interview board appointed by the Public Services Commission.

Marking scheme of the interview board for the interview for evaluating the eligibility

<i>Index Number</i>	<i>Subject</i>		<i>Maximum Marks</i>
01.	Additional Educational Qualifications a) A Postgraduate Degree in Law obtained from a University recognized by the University Grants Commission b) A Postgraduate Diploma in Law obtained from a University recognized by the University Grants Commission or a Post Attorney Diploma obtained from the Institute of Advanced Legal Studies of Law College, Sri Lanka c) The LLB degree obtained from a University recognized by the University Grants Commission with a - First Class - Second-Class Upper Division - Second-Class Lower Division - General d) For a First Class at the Final year at the Law College e) For a Second Class at the Final year at the Law College <i>Note</i> : Marks will be awarded only for the highest qualifications	25 25 20 15 10 07 05 10 05	25
02.	Language proficiency 01. English Language Proficiency (a) A degree with English Language as a major subject obtained from a University recognized by the University Grants Commission (b) A diploma in English obtained from a University recognized by the University Grants Commission or an SLQF level 3/NVQ level 5 or above diploma in English obtained from an institute recognized by the Government or at least a very good pass for English in GCE (A/L) examination (local or London) or 6.5 or above overall band score in IELTS (Academics), 79 or above score in TOEFL-IBT, 213 or above score in TOEFL-CBT or 550 or above score in TOEFL-PBT	05 04	10

<i>Index Number</i>	<i>Subject</i>		<i>Maximum Marks</i>
	02. Sinhala/Tamil Language proficiency (a) A degree with Sinhala/Tamil as a major subject obtained from a University recognized by the University Grants Commission (b) For a diploma in Sinhala/Tamil language offered by a University recognized by the University Grants Commission or by a Government training institute (Not less than 01 year) <i>Note:</i> Marks will be awarded only for the highest qualification under one sub-heading.	05 04	
03.	Additional Experience A maximum of 10 points, 02 points for each year of experience in public or private sector as an Attorney-at- Law/holder of a legal position, excluding the 01 year of service as an Attorney-at-Law which is required to apply for the position. <i>Note I :</i> Applicants engaged in private legal practice shall substantiate their additional qualification by a certificate attested by an Attorney-at-Law who has completed at least twenty years of service or a President's Counsel or a Judicial Service Officer. Applicants holding a legal position in public or private sector shall submit a certificate of service obtained from their Head of the Department/Institute. <i>Note II :</i> Service certificates, which do not specify the commencement and end dates of service, will not be accepted for awarding marks.		10
04.	Skills demonstrated at the interview for eligibility evaluation		05
	Total		50

08. Method of application

Specimen Application

- 8.1 Applicants shall prepare their application in the same language he/she is appearing for the examination according to the specimen application attached at the end of this notice and shall complete it in their own handwriting. Each section of the application shall be completed by the applicant as per the instructions given and if any sections are not applicable to him/her, they shall be marked as “not applicable”. Please note that the application may be rejected if blank rows are kept. The application shall be prepared using both sides of A4 paper of the size 21x29.7 cm.
- Heading numbers from 1 to 6 should appear on the first page;
 - Heading numbers from 7 to 12 should appear on the second page;
 - Heading numbers from 13 to 14 should appear on the third page; and the rest of the heading numbers should appear on the fourth page and it will be useful to keep a photocopy of the duly completed application.
- 8.2 Further, the applicant should check whether the completed application is in accordance with the specimen application given in this examination notice and applications not in accordance with the specimen application or incomplete applications will be rejected without prior notice.

Submitting the application

- 8.3 Duly completed application shall be sent by registered post on or before **08th of May 2023**, to the “Commissioner-General of Examinations, Department of Examinations Sri Lanka, Pelawatte, Battaramulla”. In the top left hand corner of the envelop, it should be clearly indicated “Open Competitive Examination for the Recruitment to the posts of Assistant Legal Draftsmen in the Legal Draftsman’s Department”. Further, the name of the examination in the applications in Sinhala/ Tamil should be mentioned in English Language in addition to Sinhala/ Tamil Languages.
- 8.4 Officers who presently serve in Public Service or Provincial Public Service shall submit their applications through their respective Heads of Departments. Receipt of applications will not be acknowledged and applications received after the closing date or incomplete applications will be rejected without any notice.

The Examination Fee

- 8.5 The examination fee is **Rs. 1200/**. The candidate should pay the non-refundable examination fee to any post office or sub-post office in the island or to any Divisional Secretariat or District Secretariat to be credited to the Government income under revenue head number 20-03-02-13 of the Commissioner General of Examinations and the receipt of payment shall be affixed by one of its margins in the specific place in the application so that it would not get detached. Keeping a photocopy of the said receipt will be useful. Money orders or stamps will not be accepted as the examination fee.
- 8.6 The examination fee will not be refunded under any circumstance.

09. Admissions

- 9.1. The Commissioner General of Examinations will send the admission cards to the candidates who have forwarded duly completed applications with the receipt obtained upon payment of the relevant examination fee on or before the closing date for the receipt of applications referred to in the notice. As soon as admission cards are issued, the Department of Examinations will publish a notification in newspapers in that regard.
- 9.2. If there is any candidate who has not received the admission card even after two or three days of the publication of such notice, such fact shall be informed to the Department of Examinations in the manner stated in such notification, together with the name, address, National Identity Card Number of the candidate and the name of the examination. If the candidate is from an area outside Colombo, it will be useful to make inquiries addressing the fax number specified in the notice, together with the letter of request which should carry the fax number to which a copy of the admission card can be sent. It will be more useful to keep a copy of the duly completed application form, a copy of receipt in proof of payment of the examination fee, a copy of the receipt issued when sending the application by registered post with you, in order to prove any information requested by the Department of Examinations.
- 9.3. Issuance of an admission card to a candidate shall not be considered as an acknowledgment of his or her eligibility to sit for the examination.

Attestation of the examination admission

- 9.4. It is compulsory for every applicant to obtain the attestation of his/her signature before sitting for the examination. An applicant who sits for the examination through an institute should attest his/her signature by the head of the institute in which they presently serve. The other applicants should attest their signature by a principal of a government school / a retired Principal, a Grama Niladhari of the division, a Justice of Peace, a Commissioner of Oaths, an Attorney-at-law, a Notary Public, a Commissioned Officer of three Armed Forces or an officer in the Public or Local Government Service or a Permanent Staff Officer or a Viharadhipathi or a Chief Priest of a Buddhist temple, or a person in charge of a religious place belonging to any other religion who is holding a significant position as a priest.

Admission to the Examination

- 9.5. The candidate shall sit for the examination at the relevant examination center. On the first day of the examination, the candidate shall forward the attested admission to the invigilator. A candidate who does not adhere to it shall not be permitted to admit to the examination.
- 9.6. The candidates are subjected to the laws and regulations imposed by the Commissioner-General of Examinations with regard to the holding of the examination. He/ She may be subjected to a penalty imposed by the Commissioner-General of Examinations, if the said laws and regulations are violated.

For the candidate's information:

- (a) Any document or any copy shall not be attached to the application.
- (b) Applications of the candidates who fail to present the documents at the interview will not be considered.

10. Identity of the Candidate:

Every Candidate should establish their identity at the Examination Hall to the satisfaction of the invigilator of the Examination Hall. Any one of the following documents will be accepted for that purpose.

- (a) National Identity Card issued by the Department of Registration of Persons.
- (b) Valid Passport
- (c) Valid Driving License

Further, the candidate should enter the examination hall without covering his or her face and ears, for identification. Any candidate who refuses to prove his or her identity shall not be allowed to enter the examination hall. Further, candidates should not cover his or her face and ears from the time of entering the examination hall until leaving the hall after the examination, for the identification of the applicants by examination officials.

11. Furnishing false information :

- 11.1 If it is revealed that a candidate does not possess the qualifications, before the examination or at the time of holding the examination or after the examination or anytime, his/her candidature will be cancelled.
- 11.2 He/ She may be dismissed from the public service if it is revealed that any candidate has knowingly provided false information, or if he/she has deliberately suppressed any important information.

12. Public Services Commission has the right to take decisions in relation to any matter not provided in this notification.
13. In the event of any inconsistency between the Sinhala, Tamil and English texts of this Gazette Notification, the Sinhala text shall prevail.
14. The Public Service Commission has the right not to fill some or all the vacancies mentioned here.

As recommended by the Public Services Commission.

WASANTHA PERERA,
Secretary,

Ministry of Justice, Prisons Affairs and Constitutional Reforms,
Adhikarana Mawatha,
Colombo 12,
6th April, 2023.

12. Age as at 08th of May, 2023.

Years : Months : Dates :

13. I. Professional and other qualifications :

II. Highest qualification in second language :

III. Highest qualification in first language :

(The years and the grades (Credit/Distinction) of G.C.E. (A/L/ O/L) examinations should be mentioned.)

IV. (a) Degree Qualifications :

<i>Degree</i>	<i>Subjects</i>	<i>Grade</i>	<i>Year</i>	<i>University</i>

(b) Post Graduate Qualifications:

<i>Post Graduate Degree</i>	<i>The year in which the degree was awarded</i>	<i>University</i>

V. Experience in the profession of an Attorney-at-Law :

(A service letter should be attached.)

14. I. Have you ever been convicted by a Court of Law for any offence? Yes/No

If yes, explain :

II. Examination Fee :

Receipt No :

Date of the payment :

Bank and the Branch where the fee was paid :

Affix the receipt properly here

15. Certificate of the Candidate :

(a) I do hereby respectfully declare/pledge that the particulars furnished above are true and accurate to the best of my knowledge.

(b) I am aware that the statement in the application if found to be false or inaccurate will make me liable for disqualification if it is found before the selection and for dismissal if found after the selection. Further, I declare that I am bound to the rules imposed by the Commissioner General of the Department of Examinations and that I have affixed the receipt of payment of the examination fee.

Date :

.....

Signature of the Applicant

16. I. Attestation of the signature.

I do hereby certify that Mr./Mrs./Miss. (full name) who is forwarding this application is personally known to me and he/she placed his/ her signature in my presence on 2023 and he/she has paid the examination fee and affixed the relevant receipt.

.....
Signature of the Attestor

Full name of the attestor :

Position :

Address :

Date :

(Affix the official stamp here)

II. Certificate of the Head of the Department

I certify that the particulars furnished by the applicant above have been checked by me and the said particulars are accurate and his/her performance, attendance and conduct are in a satisfactory level. This officer, if selected, cannot be released from his/her present post.

.....
Signature of the Head of the Department.

Designation :

Date :

(Affix the official stamp)

IMPORTANT NOTICE REGARDING PUBLICATION OF GAZETTE

THE Weekly issue of the *Gazette of the Democratic Socialist Republic of Sri Lanka* is normally published on Fridays. If a Friday happens to be a Public Holiday the *Gazette* is published on the working day immediately preceding the Friday. Thus the last date specified for the receipt of notices for publication in the *Gazette* also varies depending on the incidence of public holidays in the week concerned.

The Schedule below shows the date of publication and the latest time by which notices should be received for publication in the respective weekly *Gazette*. All notices received out of times specified below will not be published. Such notices will be returned to the sender by post for necessary amendment and return if publication is desired in a subsequent issue of the *Gazette*. It will be in the interest of all concerned if those desirous of ensuring the timely publication of notices in the *Gazette* make it a point to see that sufficient time is allowed for postal transmission of notices to the Government Press.

The Government Printer accept payments of subscription for the Government Gazette.

Note.—Payments for inserting Notices in the *Gazette of the Democratic Socialist Republic of Sri Lanka* will be received by the Government Printer.

THE SCHEDULE

<i>Month</i>	<i>Date of Publication</i>			<i>Last Date and Time of Acceptance of Notices for Publication in the Gazette</i>		
2023						
APRIL	06.04.2023	Thursday	—	24.03.2023	Friday	12 noon
	12.04.2023	Wednesday	—	31.03.2023	Friday	12 noon
	21.04.2023	Friday	—	06.04.2023	Thursday	12 noon
	28.04.2023	Friday	—	12.04.2023	Wednesday	12 noon
MAY	04.05.2023	Thursday	—	21.04.2023	Friday	12 noon
	12.05.2023	Friday	—	28.04.2023	Friday	12 noon
	19.05.2023	Friday	—	04.05.2023	Thursday	12 noon
	26.05.2023	Friday	—	12.05.2023	Friday	12 noon
JUNE	02.06.2023	Friday	—	19.05.2023	Friday	12 noon
	09.06.2023	Friday	—	26.05.2023	Friday	12 noon
	16.06.2023	Friday	—	02.06.2023	Friday	12 noon
	23.06.2023	Friday	—	09.06.2023	Friday	12 noon
	30.06.2023	Friday	—	16.06.2023	Friday	12 noon

GANGANI LIYANAGE,
Government Printer.

Department of Government Printing,
Colombo 08,
01st January, 2023.