

N. B.– Part II of the *Gazette* No. 2010 of 10.03.2017 was not published.

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

අංක 2,011 – 2017 මාර්තු මස 17 වැනි සිකුරාදා – 2017.03.17

No. 2,011 – FRIDAY, MARCH 17, 2017

(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) Association of Traditional Officials of the All Island Historical Devala (Incorporation) Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of February 23, 2017.  
(ii) Code of Criminal Procedure (Special Provisions) (Amendment) Bill was published as a supplement to the Part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of March 03, 2017.

#### 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 07th April, 2017 should reach Government Press on or before 12.00 noon on 24th March, 2017.

#### 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 (Acting)

Department of Govt. Printing,  
Colombo 08,  
01st January, 2017.

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



### 1. General Qualifications required :

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

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

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

### 2. Conditions of Service-General :

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

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

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

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

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

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

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

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

3:1:4 Confirmation at the expiry of the period of probation of an officer who entered the Public Service in a medium other than Sinhala or Tamil will depend, inter alia, on the passing of the Grade 1 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

### JUDICIAL SERVICE COMMISSION

#### Post of Chairman/Administrative Appeals Tribunal

THE Judicial Service Commission has decided to call for applications for the post of Chairman, Administrative Appeals Tribunal to reach this office on or before 17.04.2017.

02. *Eligibility.* – Over 10 years of experience in the legal profession.

03. The allowances paid to a Chairman are as follows :

Monthly Salary	- Rs. 65,000
Fuel allowance	- Rs. 26,325 (monthly)

G. M. W. P. JAYATHILAKE,  
*Acting Secretary,*  
Judicial Service Commission.

Judicial Service Commission Secretariat,  
Colombo 12,  
01st March, 2017.

03–612

### MINISTRY OF PORTS AND SHIPPING

#### Merchant Shipping Secretariat

APPLICATIONS are invited for the following posts, from the citizens of Sri Lanka who possess the necessary qualifications as indicated in this Notification.

<i>Posts</i>	<i>Class</i>	<i>No. of Posts</i>
Assistant Government Ship Survey (Engineer)	Class II	01
Assistant Government Ship Survey (Deck)	Class II	01

1. *Qualifications and experience :*

<i>Post</i>	<i>Education Qualifications</i>	<i>Professional Qualifications</i>	<i>Experience</i>
Assistant Government Ship Survey (Engineer)	Applicants should possess a certificate of Competency as EWKO (Unlimited)	Not Applicable	2 years' experience having served as a Watch Keeping Officer (Engineer) of a trading vessel having a capacity of more than 300 KW.
Assistant Government Ship Survey (Deck)	Applicants should possess a certificate of competency as NWKO (Unlimited)	Not Applicable	2 years' experience having served as a Watch Keeping Officer (Deck) of a trading vessel having a capacity of more than 3,000 GT

2. *Physical fitness.*- All candidates shall have the physical and mental fitness to serve in any part of the island and to perform the duties of the post. Selected candidates will be called upon to undergo a medical examination.

3. *Other Qualifications :*

- (i) Be a citizen of Sri Lanka,
- (ii) Have a sound moral character,
- (iii) Have satisfied all the requirements for recruitment to the post, on the prescribed date as per the notification/*Gazette*.

4. *Age.*- Should not be less than 21 years and not more than 45 years of age. (The upper age limit will not be applicable to those who are already in the Public Service).

5. *Salary Scale.*- Rs. 34,605 -10x660 -11x750 - 15x930 - Rs. 63,460.

6. *Method of Recruitment.*- Marks will be granted by the structured interview as per the marking scheme mentioned in below. Vacancies will be filled in order of the merit obtained by the applicant at the interview.

<i>Areas to be checked and the marks allotted</i>	<i>Maximum Marks</i>
01. Additional Educational Qualifications	30
02. Professional Qualifications	25
03. Additional Experience (In addition to the minimum recruitment qualifications)	20
04. English Language Proficiency	10
05. Computer literacy	10
06. Skills at the interview	05
	<u>100</u>

- (i) Above posts are permanent and pensionable. Contributions must be made to 'Widows and Orphans' Pension Fund.

7. *Method of Applying :*

- (i) Application which should be in the form appended to this notification should be sent by registered post to reach the Director General, Merchant Shipping Secretariat, 1st Floor, Bristol Building, No. 43-89, York Street, Colombo 01 on or before 20.04.2017. The envelope enclosing the application should be marked with the relevant post on the left hand top corner.
- (ii) Applications from officers in the public service must be forwarded through the Heads of their Departments.

In this notification, if there is any conflict between the English, Sinhala and Tamil texts, the Sinhala text shall prevail.

Director General of Merchant Shipping,  
Merchant Shipping Secretariat.

Ministry of Ports and Shipping,  
1st Floor, Bristol Building,  
No. 43-89, York Street,  
Colombo 01.  
17th March, 2017.

## SPECIMEN APPLICATION

(For Office use only)

APPLICATION FOR THE POST OF ASSISTANT GOVERNMENT SHIP SURVEY (ENGINE)/(DECK)  
IN THE MERCHANT SHIPPING SECRETARIAT

01. Name of the Applicant : \_\_\_\_\_.  
Name with initials at the end : \_\_\_\_\_.  
(In English block capitals)  
Full Name (in English block capitals) : \_\_\_\_\_.  
Full Name (in Sinhala/Tamil) : \_\_\_\_\_.
02. Address and Telephone No. :  
(a) Official Address : \_\_\_\_\_.  
Telephone No. : \_\_\_\_\_.  
(b) Private Address : \_\_\_\_\_.  
Telephone No. : \_\_\_\_\_.  
Mobile Telephone No. : \_\_\_\_\_.
03. Date of Birth : \_\_\_\_\_.  
Year : \_\_\_\_\_, Month : \_\_\_\_\_, Date : \_\_\_\_\_.
04. Age as at the closing date of applications : \_\_\_\_\_.  
Years : \_\_\_\_\_, Months : \_\_\_\_\_, Days : \_\_\_\_\_.
05. National Identity Card No. : \_\_\_\_\_.
06. Sex : \_\_\_\_\_.
07. Civil Status (Married/unmarried/Widowed) : \_\_\_\_\_.
08. Education qualification and Additional Qualification :

<i>Qualification</i>	<i>Year obtained Qualification</i>	<i>Subject Stream</i>	<i>Grade</i>	<i>Name of Institution</i>	<i>Remarks</i>

09. Professional Qualification :

<i>Qualification</i>	<i>Year obtained Qualification</i>	<i>Subject Stream</i>	<i>Grade</i>	<i>Name of Institution</i>

10. Particulars of Experience :

<i>Institution Served</i>	<i>Post</i>	<i>Function of the Post in brief</i>	<i>Period of Service</i>

11. English Language Proficiency :

- (a) Degree : \_\_\_\_\_.  
(b) Diploma : \_\_\_\_\_.  
(c) Certificate Course : \_\_\_\_\_.

12. Proficiency in Computer Literacy :

- (a) Degree : \_\_\_\_\_.  
(b) Diploma : \_\_\_\_\_.  
(c) Certificate Course : \_\_\_\_\_.

13. Have you been convicted for any offence by a Court :

I do hereby certify that the information furnished by me in this application is true and accurate. I am aware that if any information furnished by me in this application is found to be false or inaccurate before, I am selected, I am liable to disqualify for selection and I will be subject to relevant course of action if such revelation is made after the recruitment.

\_\_\_\_\_  
Signature of Applicant.

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

03-831

## Examinations, Results of Examinations &c.,

### PUBLIC SERVICE COMMISSION

#### Ministry of Foreign Affairs

#### OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO GRADE III OF THE SRI LANKA FOREIGN SERVICE – 2016 (2017)

APPLICATIONS are hereby called to fill 25 vacancies in Grade III of the Sri Lanka Foreign Service (hereinafter referred to as the “Service”) from candidates who are eligible in terms of the Section 02 of this notification.

01. *Method of recruitment.*– The qualified candidates in terms of this notification are required to sit for a written examination and a structured interview and will be selected for appointment based on the total aggregate of marks obtained at the written examination and the *viva-voce* taken together, by the Public Service Commission.

#### 02. *Required Qualifications :*

##### I. *Educational/Professional qualifications :*

A degree obtained from;

- A university recognized by the University Grants Commission of Sri Lanka (UGC) ;

*or*

- An institution, a university recognized by the UGC as an institution of degree awarding ;

*or*

- A Foreign University recognized by the UGC (Documentary proof to this effect issued by the UGC should be submitted by the candidate at the time of *viva voce*).

##### II. *Physical Qualifications :*

All candidates should be physically and mentally fit for serving in Sri Lanka or any part of the world and perform duties in the post.

##### III. *Other:*

- (a) Should be a citizen of Sri Lanka. (Those who have dual citizenship should rescind their foreign nationality in the event they are selected to Sri Lanka Foreign Service and should not acquire the citizenship of any other country during the period of service.)
- (b) Have an excellent moral character.
- (c) Have fulfilled all the requirements to be recruited to the post by the closing date of applications.

##### Note:

- (i) No person ordained in any religious order shall be eligible to apply or sit for this examination.
- (ii) No person shall be eligible to sit for this examination for more than three occasions.
- (iii) All the necessary qualifications should have been completed on the date as stated in the relevant *Gazette* Notification.

##### 03. *Terms of engagement and Conditions of Service :*

- (i) The selected candidates for the service shall be subjected to the terms and conditions set

out in the Sri Lanka Foreign Service Minute of 2016.12.06 and amendments already made or those that may be made hereafter, in terms of the general conditions governing appointments in the Public Service.

- (ii) This post is permanent and subjected to policy decisions taken by the Government in future with regard to the Pension Scheme.
- (iii) The appointment shall be subjected to a 03 years probation period. Following recruitment to Grade III of the Sri Lanka Foreign Service, the officer is required to pass the 1<sup>st</sup> Efficiency Bar Examination within 03 years in terms of the Service Minute.
- (iv) In terms of the Public Administration Circular No. 01/2014 and amendments thereto, the officers who are recruited to the Public Service should gain proficiency in an official language other than the language he/she was recruited, within 05 years after recruitment to the service. The officers who are recruited to the service in a language other than the official languages are required to fulfil the official language requirement during the probation period.
- (v) The appointment is subjected to the Procedural Rules of the Public Service Commission, Establishments Code of the Democratic Socialist Republic of Sri Lanka, Government Financial Regulations as well as the other Departmental orders.
- (vi) The Public Service Commission reserves the right to dismiss any candidate from the service if it is established that he /she had not fulfilled any of the required qualifications or conditions stipulated in this *Gazette* Notification or Sri Lanka Foreign Service Minute, or that any fact presented incorrect, even after the recruitment to the post.

04. *Age limit.*– Have attained the age of 22 years and have not attained the age of 30 years on the closing date of applications. (Accordingly only those who are born on or before 17.04.1995 and on or after 17.04.1987 are eligible to apply).

Candidates who are already in the Public Service, should not have attained the age of 35 years on the closing date of applications, (Accordingly only those who are born on or after 17.04.1982 are eligible to apply) and should possess a satisfactory record of service.

**Note:**

- (i) For the purpose of Clause 04 above, a candidate in the Public Service means (as defined in Chapter I of the Establishments Code), any officer who has been confirmed in the Public Service or in the Provincial Public Service by the closing date of applications.
- (ii) A candidate in the Public Service will not be eligible to sit for this examination unless he/she has had a satisfactory record of service during the 05 years immediately preceding the closing date of application or if the period of service is less than 05 years, during the total period of service.
- (iii) A member of the Public Service will be considered to have a satisfactory record of service only if he/she has earned on the due date, all increments within the 05 years immediately preceding the closing date of application or if the period of service is less than 05 years during the total period of his/her service in the respective Institution, and has not suffered any punishment whatsoever (except a warning) in respect of any offences committed during the period as mentioned above.
- (iv) Applicants in the Public Service should send their applications through their respective Heads of Department/ Institution.

05. *Salary Scale.*– The applicable salary scale for this Service is as per the schedule I of the Public Administration Circular No. 03/2016 dated 25.02.2016. The applicable salary scale is as follows:

Rs.47,615 - 10x1,335-8x1,630-17x2,170- Rs. 110,895 (SL-1-2016)- monthly.

However, salaries will be paid in accordance with the schedule II of the above circular.

06. *Written examination :*

- (i) The examination will be held in Colombo in June 2017, by the Commissioner General of Examinations on behalf of the Public Service Commission.



- (ii) The examination will be held in Sinhala, Tamil and English medium only.
- (iii) A candidate can apply in one of the three languages mentioned above and he/she must sit all the question papers in the language medium applied for. The language medium in which the candidate applied for cannot subsequently be changed.
- (iv) Written examination will consist of question papers on the following subjects:

<i>Sub. No.</i>	<i>Subject</i>	<i>Duration</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>
01	General Paper	3 hours	100	40
02	World Affairs I	3 hours	100	40
03	World Affairs II	3 hours	100	40
04	Essay	3 hours	100	40
05	Précis	30 minutes	50	25
06	Multiple Choice Question Paper <ul style="list-style-type: none"><li>• Intelligence test</li><li>• General knowledge and Current Affairs</li></ul>	2 hrs. and 30 minutes	150	75
07	Language Proficiency	3 hours	100	40

- (v) Authority of the written examination : Commissioner General of Examinations
- (vi) Professional Examination : Not applicable
- (vii) Interview for eligibility assessment : The Structured interview will be conducted as per the marking scheme approved by the Public Service Commission

**Note:**

- (i) Only the candidates who have sat for all the seven papers of the written examination and have obtained the minimum pass marks or more in each subject and the minimum aggregate of not less than 350 marks or more will be called for the structured interview; provided that the number of candidates to be called shall not exceed five times the number of vacancies to be filled.
- (ii) The interview for eligibility assessment will be conducted by an interview board approved by the Public Service Commission.
- (iii) The marks scored at the written examination will not be made available to the interview board.
- (iv) The merit order will be made based on the total aggregate marks obtained at the written examination and the interview for eligibility assessment. Appointment will be made by the Public Service Commission on the merit order and depending on the number of vacancies.
- (viii) General Interview : Marks will not be given.  
Objectives : To check whether the qualifications mentioned in the Sri Lanka Foreign Service Minute and the *Gazette* Notification published as per the above Minute have been fulfilled and to examine the physical fitness.
- (ix) Method of calling applications : Through the Government *Gazette*, Public notifications and publishing in the Ministry website.

(x) *Syllabus for Written Examination :*

(a) *General Paper :*

This question paper is designed to test the candidate's knowledge of the political, social, cultural and economic environment of Sri Lanka, matters of current national and international interest as well as scientific and technological developments.

(b) *World Affairs I :*

This paper will consist of questions on current global political developments, the United Nations and other International Organizations, conflict situations and development of various national and international movements, in order to ascertain the candidate's ability to analyse global trends for peace, security and development and their impact on Sri Lanka.

(c) *World Affairs II :*

This paper will consist of questions on recent trends of trade and economic developments and their relevance to Sri Lanka including questions on the role played by International Organizations, influence of regional economic groups, environment and sustainable development.

(d) *Essay :*

An essay to be written on one or more specified subjects. These subjects will not be related to any subject field of study but will be designed to test the candidate's general knowledge and intelligence and his/her general ability both in powers of thinking and expression. The essay will be judged by the degree of thoughtfulness and originality in its treatment of the subject as well as by its language style and presentation. It must be clearly and legibly written.

**Note.**– The attention of candidates is drawn to the importance of relevance and legibility. Credit will be given to careful examination of the subject to the degree of analytical thinking, the quality of writing and ability to express oneself concisely and clearly.

(e) *Précis :*

The paper is designed to test the candidate's ability to grasp the meaning of a given passage/ passages and to express it clearly and concisely in an attractive manner.

(f) *Multiple Choice Question Paper (Intelligence Test and General Knowledge and Current affairs) :*

This paper will be in two parts, comprising the following sections; each paper consists of 50 questions and carries 75 marks.

- Intelligence Test – To assess the power of logical reasoning and analytical ability of the candidate. ( Time period: 75 minutes)
- General Knowledge and Current Affairs – To evaluate the candidate's knowledge in local and global current developments in the political, economic and socio-cultural fields.(Time period: 75 minutes)

(g) *Language Proficiency :*

This paper is designed to ascertain the candidate's Language Proficiency. (There are three papers in Sinhala, Tamil and English languages and the total marks allocated for this paper is 100. The duration of the question paper is 03 hours.)

The candidates who appear for the examination in Sinhala and Tamil medium should sit for a paper in English language and those who appear for the examination in the English medium should sit for a paper in Sinhala or Tamil language.

07. Interview for eligibility assessment :

- (i) Only the candidates who have appeared for all seven (07) papers and have obtained marks at or above the minimum pass marks in each paper and have obtained the aggregate at or above the cut-off point determined by the Secretary which will not be less than 350 marks, shall be called for the Interview for eligibility assessment. However, the number of candidates to be called for the interview shall not exceed five times the number of vacancies to be filled.
- (ii) The interview for eligibility assessment will carry 100 marks.
- (iii) Under no circumstances, shall the minimum aggregate cut off marks be lowered.
- (iv) The candidates will be interviewed by an Interview Board for assessment of eligibility appointed by the Public Service Commission. The objective of the interview is to assess his/her suitability for the service for which he/she is entering. The Board will attach particular importance to his/her intelligence and mental alertness, his/her personality. A candidate's proficiency in other languages, higher educational qualifications and computer skills etc. will also be assessed at the interview.
- (v) The marks scored at the written examination will not be made available to the interview board.
- (vi) The interview for eligibility assessment will be planned in consultation with the Public Service Commission.
- (vii) The marking scheme of the interview for eligibility assessment is as follows:

	<i>Interview for eligibility assessment- marking criteria</i>	<i>Marks Break down</i>	<i>Maximum Marks</i>
<b>01</b>	<p><b>Additional Educational Qualifications</b> A degree from a University recognized by the University Grants Commission</p> <p>Special Degree</p> <ul style="list-style-type: none"> <li>(i) Degree with 1<sup>st</sup> Class</li> <li>(ii) Degree with 2<sup>nd</sup> Class upper division</li> <li>(iii) Degree with 2<sup>nd</sup> Class lower division</li> </ul> <p>General Degree</p> <ul style="list-style-type: none"> <li>(i) Degree with 1<sup>st</sup> Class</li> <li>(ii) Degree with 2<sup>nd</sup> Class upper division</li> <li>(iii) Degree with 2<sup>nd</sup> Class lower division</li> </ul>	<p>20</p> <p>20</p> <p>18</p> <p>16</p> <p>18</p> <p>16</p> <p>14</p>	20
<b>02</b>	<p><b>Other/Professional Qualifications</b> A degree from a University recognized by the University Grants Commission</p> <ul style="list-style-type: none"> <li>(i) Post Graduate Degree</li> <li>(ii) Post Graduate Diploma (Duration not less than 01 year)</li> <li>(iii) Diploma Course (Duration not less than 06 months)</li> <li>(iv) Diploma/Certificate Course (Duration not less than 03 months.)</li> </ul>	<p>15</p> <p>13</p> <p>10</p> <p>08</p>	15
<b>03</b>	<p><b>Proficiency in English Language</b></p> <ul style="list-style-type: none"> <li>(i) English Special Degree</li> <li>(ii) English as a subject in the Degree (General Arts Degree)</li> <li>(iii) Degree in English Medium</li> <li>(iv) Diploma from a recognized University, Technical College or from a government registered Institution (Duration more than 01 year)</li> </ul> <p style="text-align: center;">OR</p> <p>Qualification such as TOEFL (TOFEL – iBT Score 79, TOEFL-CBT Score 213 TOEFL-PBT Score 550 or above) or IELTS (Score 6.0 or above) or a similar qualification.</p> <ul style="list-style-type: none"> <li>(v) English as a Subject in G.C.E. (A/L) Exam (Local or London)</li> </ul>	<p>15</p> <p>08</p> <p>07</p> <p>07</p> <p>07</p> <p>05</p> <p>04</p> <p>03</p> <p>02</p>	15

	<i>Interview for eligibility assessment- marking criteria</i>	<i>Marks Break down</i>	<i>Maximum Marks</i>
04	<p><b>Proficiency in Foreign Language</b></p> <p>Proficiency in Arabic, Chinese (Mandarin) , French, German, Hindi, Italian, Japanese, Korean, Russian and Spanish languages</p> <p>(i) As a subject in the Degree</p> <p>(ii) G.C.E. (A/L) Examination Distinction Very good pass Credit pass Ordinary pass</p> <p>(iii) G.C.E. (O/L) Examination Distinction Very good pass Credit pass Ordinary pass</p> <p>(iv) Diploma Course (Duration not less than 06 months)</p> <p>(v) Certificate Course (Duration not less than 03 months)</p>	<p>10</p> <p>10</p> <p>09</p> <p>08</p> <p>07</p> <p>06</p> <p>05</p> <p>04</p> <p>03</p> <p>02</p> <p>05</p> <p>03</p>	10
05	<p><b>Computer Skills</b></p> <p>(i) Degree from a recognized University</p> <p>(ii) Diploma from a recognized University, Technical College or from a government registered institution (Duration not less than 01 year)</p> <p>(iii) Certificate Course from a government registered Institution (Duration not less than 06 months / not less than 720 hrs.)</p> <p>(If the IT Degree is the basic qualification, marks will not be granted for IT degree under this stream.)</p>	<p>05</p> <p>03</p> <p>02</p>	05
06	<p><b>Proficiency in Official Languages (Language other than the one in which the applicant appears for the examination)</b></p> <p>(i) As a first language in G.C.E. (O/L) Examination Distinction Very good pass Credit pass Ordinary pass</p> <p>(ii) As a second language in G.C.E. (O/L) Examination Distinction Very good pass Credit pass Ordinary pass</p>	<p>06</p> <p>04</p> <p>03</p> <p>02</p> <p>04</p> <p>03</p> <p>02</p> <p>01</p>	10
07	<p><b>Personality, Communication skills and special skills</b></p> <p>Personality</p> <p>Communication skills</p> <p>Special skills</p>	<p>10</p> <p>10</p> <p>05</p>	25
	<b>Total</b>		<b>100</b>

08. *Method of Applying:*

- (i) Application forms should be prepared in A-4 size paper as per the specimen appended to this notification, containing items 01 to 06 on the first page and the rest on the 2<sup>nd</sup> and 3<sup>rd</sup> pages. Both sides of the paper should be used. Application should be filled by the applicant legibly in his/her own handwriting. In applications prepared in Sinhala or Tamil languages, the name of the examination should be indicated at the top of the application form in English in addition to in Sinhala or Tamil. Applications which are not in conformity with the specimen and are not completed will be rejected without any notification. Applicants are advised to keep a photocopy of the application.
- (ii) The application should be prepared in the language medium in which the candidate intends to sit for the examination.
- (iii) The perfected applications should be sent by registered post to the “Commissioner General of Examinations, Department of Examinations, P.O. Box. 1503, Colombo” to reach on or before 17<sup>th</sup> of April 2017. Applications received after this date will be rejected. The words “Open Competitive Examination for Recruitment to Grade III of the Sri Lanka Foreign Service – 2016 (2017)” should be written clearly on the top left hand corner of the envelope enclosing the application. English letter “S” should be indicated clearly within a cage (2 cm x 2 cm) on the top left hand side of the envelope.
- (iv) Applications which are not perfected in every respect will be rejected. No claims regarding the loss of applications or delay in the post will be entertained.
- (v) Receipt of the applications will not be acknowledged. On the presumption that only those who possess the qualifications specified in the *Gazette* Notification have applied, admission cards will be issued by the Commissioner General of Examinations to the applicants who have forwarded duly perfected applications on or before the closing date of applications with receipts obtained on the payment of examination fee duly affixed, provided they are within the prescribed age limit. Immediately after issuing admission cards an advertisement to that effect will be

published in the newspapers by the Department of Examinations, Sri Lanka. Candidates who do not receive their admission cards within 02 or 03 days after the publication of the newspaper advertisement should make inquiries from the Organization and External Examinations branch of the Department of Examinations. In making inquiries the candidates should state clearly the name of the examination applied for, full name of the applicant, National Identity card number and the postal address. In the case of outstation candidates, it will be more advantageous to send a letter of request with a fax number which he/ she can receive his/ her admission card, making reference to the fax number given in the notification. In making such inquiries it will be beneficial for the applicant to keep with him/her a copy of the application, a copy of the receipt issued on payment of the examination fee and the receipt issued on sending the application by registered post to enable him/her to substantiate any information required by the Department of Examination.

- (vi) The Issue of an Admission Card to an applicant should not be treated as an assurance that he/ she has fulfilled requirements to appear for the examination or that he/ she is eligible for the post.

09. *Admission to the Examination :*

- (i) Signature of the applicant placed on the admission card as well as on the application should have been attested. Candidate employed in an institution should get his/her signature attested by the Head of institution or any other officer authorized to sign on behalf of such Head of institution and in the case of other candidates a Head or a retired Head of Government school, Grama Niladhari of the Division, Justice of Peace, Commissioner of Oaths, Attorney- at – Law or Notary Public, a Commissioned officer of the Army, Navy or Air Force, a permanent Government or Local Government staff Officer in receipt of an annual salary of Rs. 240,360/- or above, the incumbent of a Buddhist Vihara, a Nayaka Buddhist Monk, the incumbent of a place of worship of any other religion or a religious dignitary of standing in any other religion. Candidate should submit his/ her admission card with the signature attested to the Supervisor of the Examination hall. A candidate who fails

to produce his/her Admission Card will not be permitted to sit for the Examination. Candidates will be subject to the rules and regulations governing the examination and the issue of results imposed by the Commissioner General of Examinations. A candidate, who violates such laws, shall be subjected to a penalty imposed by the Commissioner General of Examinations.

- (ii) A candidate must sit for the examination at the examination hall assigned to him/her. Every candidate should surrender the Admission Card to the Supervisor of the hall, on the first day of the examination, before he/she sit for the examination. A set of rules to be observed by all candidates is published in this *Gazette*.

10. *Fees for the Examination.*– The fee for the examination is Rs. 1,200/=. This fee should be paid before the closing date of applications at the Post/ Sub Post Office and credited to the Revenue Head 2003-02-13. It will be useful to keep a photocopy of the receipt issued on payment with the applicant. It should be noted that money orders or stamps will not be accepted.

**Note.**– A candidate who withdraws from the examination or is absent from the examination for any reason whatsoever or having sat for the examination and is found ineligible, shall not be entitled to a refund or a transfer of the whole or part of the examination fee for another examination.

11. *Identification of the Candidate.*– A candidate will be required to prove his/her identity at the examination hall to the satisfaction of the supervisor for each subject he/she appears. For this purpose any of the following documents will be accepted.

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

12. *Issue of Results.*– Candidates who obtain maximum qualifications as per paragraph 06 of this notification will be referred for an eligibility assessment interview and the results on the basis of aggregate marks obtained by them for both these examinations will be sent to the Secretary, Public Service Commission. Thereafter, on the direction of the Public Service Commission the results will be notified personally to all the applicants or will be published in the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk)

13. *Furnishing of false Information.*– If the details furnished by the candidate in his/her application are found to be false or incorrect before the recruitment, his/her candidature will be cancelled. If such particulars furnished are found to be false or incorrect after the recruitment, the candidate will be dismissed from the service as per the rules and regulations.

14. Any matter not provided for in the *Gazette* Notification will be dealt with as determined by the Public Service Commission. Public Service Commission reserves the right to fill the vacancies, wholly or partly or not to fill any vacancy.

15. If there is any discrepancy with regard to the interpretation, the Sinhala version shall prevail.

By order of the Public Service Commission,

ESALA WEERAKOON,  
Secretary,  
Ministry of Foreign Affairs.

Republic Building,  
Colombo 01,  
On 03rd March, 2017.

SPECIMEN APPLICATION FORM

PUBLIC SERVICE COMMISSION

*MINISTRY OF FOREIGN AFFAIRS*

**Open Competitive Examination for Recruitment to  
Grade III of the Sri Lanka Foreign Service – 2016 (2017)**

(For office use only)

Medium of the Examination:  
(Please write the appropriate number in the cage)

Sinhala - 2

Tamil - 3

English - 4

01. (i) (a) Last name with initials at the end (in English block capitals) : \_\_\_\_\_.

(Example: SUMANASIRI, E.D.C.B.A.)

(b) Last name with initials at the end (in Sinhala/Tamil) : \_\_\_\_\_.

- (ii) (a) Names denoted by initials (in English block capitals) : \_\_\_\_\_.  
 (b) Names denoted by initials (in Sinhala/Tamil) : \_\_\_\_\_.

02. Address :

- (i) Residential (In English block capitals) : \_\_\_\_\_.  
 (Admission Card will be posted to this address)  
 (ii) Official : \_\_\_\_\_.  
 (iii) Telephone No. :  
 Official : \_\_\_\_\_.  
 Residential : \_\_\_\_\_.

03. Sex:

Male - 0   
 Female - 1

(Please write the appropriate number in the cage)

04. National Identity Card No. :

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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05. Language applied for as the subject of “language proficiency” as per 6.X.(G) of the Gazette Notification:

(Sinhala – 2, Tamil– 3, English – 4)  
 Please write the appropriate number in the cage.

06. (i) Date of Birth:

Year :  Month :  Date :

(ii) Age on the closing date of applications:

Years :  Months :  Days :

07. Nationality :

(Please write the appropriate number in the cage)  
 (Sinhala – 1, Tamil – 2, Indian Tamil – 3,  
 Muslim – 4, other-5)

08. Civil status:

Please write the appropriate number in the cage  
 Single – 1   
 Married – 2

09. If you have sat for an examination for appointment to the Sri Lanka Foreign Service previously, state the year/years:

- (a) -----  
 (b) -----  
 (c) -----

10. If you are a graduate holding a post in the Public Service, please state the name of the position : \_\_\_\_\_.

11. Details of the University Degree: (Please read paragraph 2 (i) of the notification carefully to ascertain whether you are qualified in this respect) :

- (i) Name of the University/ Institution : \_\_\_\_\_.  
 (ii) Name of the Degree : \_\_\_\_\_.  
 (iii) Date of award : \_\_\_\_\_.  
 (iv) General/Special : \_\_\_\_\_.  
 (v) Subjects : \_\_\_\_\_.  
 (vi) Class : \_\_\_\_\_.

12. If you possess any other academic/professional qualifications (postgraduate degree/diploma/ proficiency in Foreign Languages etc.), please give details below : \_\_\_\_\_.

13. Details of the receipt received by you on the payment of the examination fee:

- (i) Post office where the examination fee was paid : \_\_\_\_\_.  
 (ii) Receipt number and date : \_\_\_\_\_.  
 (iii) Amount paid : \_\_\_\_\_.

*Please affix the receipt here  
 (Keeping a photocopy with the applicant will be useful)*

14. Declaration of the Applicant:

I do hereby declare that the particulars furnished by me are true and accurate. I am also aware that if any particulars given herein is found to be incorrect or false, I am liable to be disqualified if discovered before selection and, to dismissal if discovered after selection. I further, declare that I abide by the rules and regulations imposed by the Commissioner-General of Examinations in respect of conducting the examination and issuing the results.

\_\_\_\_\_,  
 Signature of applicant,

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

15. Attestation of the signature of the applicant:

I do hereby certify that Mr./Ms. .... who is forwarding this application is known to me

personally and that he/she placed his/her signature before me on ..... He/she has paid the prescribed examination fee and has attached the receipt herein.

has (a) earned all his/her increments (b) has not been subjected to any form of disciplinary punishment (other than warning).

\_\_\_\_\_,  
Signature of the officer attesting.

I certify that the particulars given in the application are correct and he/she has paid the relevant examination fees and attached the cash receipt herein.

Date :\_\_\_\_\_.  
Full name of the officer attesting :\_\_\_\_\_.  
Designation :\_\_\_\_\_.  
Address :\_\_\_\_\_.  
(Please confirm by placing the official stamp)

This officer, if selected, can be released from his/her present post immediately.

16. CERTIFICATE OF THE HEAD OF DEPARTMENT  
(Only for candidates who are already in the Public Service/Provincial Public Service) :

\_\_\_\_\_,  
Signature and the Designation  
of the Head of Department.

I have ascertained that during 5 years/.....years preceding ..... Mr./Mrs./Miss .....

Date :\_\_\_\_\_.  
03-893