

N.B.— Parts III and IV(A) of the Gazette No. 1,861 of 02.05.2014 were not published.

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

අංක 1,862 - 2014 මැයි 09 වැනි සිකුරාදා - 2014.05.09  
No. 1,862 - FRIDAY, MAY 09, 2014

(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 30th May, 2014 should reach Government Press on or before 12.00 noon on 16th May, 2014.

#### 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.”

P. H. L. V. DE SILVA,  
Acting Government Printer.

Department of Government Printing,  
Colombo 08,  
01st January, 2014.

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



### 1. General Qualifications required :

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

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

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

### 2. Conditions of Service-General :

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

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

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

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

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

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

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

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

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

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

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

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

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

the new post for a specified period with a view to testing him in his new post.

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

### 4. Terms of Engagement :

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

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

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

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

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

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

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

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

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

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

### 6. Definition of Salary for the purpose of Eligibility

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

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

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

**Rules and Instructions for 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.

Department of Examinations,  
Pelawatta, Battaramulla.

COMMISSIONER GENERAL OF EXAMINATIONS,

## Posts – Vacant

### REGISTRAR GENERAL'S DEPARTMENT

#### Posts of Registrars Marriages, Births and Deaths

##### KURUNEGALA DISTRICT

APPLICATIONS are invited for the Posts of Registrars of Marriages, Births and Deaths in the Divisions set out in the Schedule hereto.

01. Applicants should be permanent residents of the said Births, Deaths and Marriages Registration Divisions and should be entitled to properties and have acquired sufficient interest and influence in the area.

02. Both male and female can apply for these Posts.

03. Applicants should be not less than 30 years and not more than 60 years of age.

04. Applicants should be married.

05. Details regarding Educational and Other Qualifications etc., could be obtained from the notices exhibited in public places such as District Secretariats, Land and District Registries, Divisional Secretaries Offices, Grama Niladhari Offices, Rural Development Societies and Co-operative Societies in the Division.

06. Application forms are obtainable from the Offices of District Secretaries (Government Agents) and Land and District Registries. Completed applications should be sent by registered post to the address given in the Schedule on or before 09th of June, 2014.

E. M. GUNASEKERA,  
Registrar General.

Registrar General's Department,  
No. 234/A3, Denzil Kobbekaduwa Mawatha,  
Battaramulla.  
22nd April, 2014.

#### 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>
Kurunegala	Alawwa	Post of Additional Registrar of Marriages (General/Kandyan) of Dambadeni Hathpattuwa Division	District Secretary/Additional Registrar General, District Secretariat, Kurunegala.

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## Examinations, Results of Examinations &c.

### MINISTRY OF YOUTH AFFAIRS AND SKILLS DEVELOPMENT

#### National Apprentice and Industrial Training Authority

#### INSTITUTE OF ENGINEERING TECHNOLOGY - KATUNAYAKE

RECRUITMENT OF SPECIAL APPRENTICES IN ENGINEERING FOR NATIONAL  
DIPLOMA IN ENGINEERING SCIENCES (NDES) COURSE - 2014 BATCH

APPLICATIONS are invited from citizens of Sri Lanka to recruit  
Special Apprentices in Engineering 2014 batch for the above course

of studies at the Institute of Engineering Technology (IET),  
Katunayake.

1. *Educational Qualification for Entry.* – Candidates with  
qualifications mentioned below are eligible to apply.

1.1.1 A Pass at the G. C. E. (O/L) Examination in 06 subjects  
in one sitting including three (03) credit passes for  
Mathematics, Science, Language, (Sinhala/Tamil/  
English).

and

1.1.2 Credit pass for English subject at the G. C. E. (O/L) Examination.

and

1.2 Passes at the G.C.E. (A/L) in Combined Mathematics, Physics and Chemistry in one sitting.

or

1.3 Passes at the GCE (A/L) in Combined Mathematics, Physics and Information Technology in one sitting.

2. Age.- Between 18 and 25 years as at 31.12.2014.

3. *Duration and Course Schedule.*- This is a four year course, where the 18 month academic instruction Programme is sandwiched with the 30 Month Industrial Training as given below :-

Basic Instruction Programme at IET	- 06 Months
Basic Industrial Training in Industry	- 12 Months
General Instruction Programme at IET	- 06 Months
General Industrial Training in Industry	- 12 Months
Specialized Instruction Programme at IET	- 06 Months
Specialized Industrial Training in Industry	- 06 Months

Instruction Programmes consist of theoretical Instructions and Laboratory Practicals conducted at Institute of Engineering Technology.

Industrial Training Programmes are conducted at recognized Industrial Establishments.

An English course will be conducted outside the course period. at the beginning. Participation is compulsory for all the selected apprentices for the English course.

4. *Courses conducted in the IET are as follows :-*

A. Civil Engineering Sector :

1. Civil - Building and Structural Engineering.
2. Civil - Highway and Railway Engineering
3. Civil - Water and Environmental Engineering.

B. Electrical Engineering Sector :

4. Electrical - Electronics Engineering.
5. Electrical - Electrical Power Engineering
6. Electrical - Telecommunication Engineering.

C. Mechanical Engineering Sector :

7. Mechanical - Automotive Engineering
8. Mechanical - Mechanical General Engineering
9. Mechanical - Marine Engineering

(a) "The Quality Management System of Marine Engineering Course of IET is in accordance with the requirements of ISO 9001-2008".

(b) In respect of Marine Engineering Course, the Institute is engaged in providing academic instructions and industrial

training Programmes to meet the mandatory requirements for knowledge, understanding and proficiency in Marine Engineering at the operational level related with STCW 95, including its amendments and model course 7.04 of International Maritime Organization (IMO) coverage.

5. *Medium of Instruction.*- All academic programmes are conducted in English.

6. *Contract of Apprenticeship :*

6.1 Each selected candidate is required to enter into a contract with the training establishment which consists, mutual obligations on both the training establishment and the Apprentice. At the time of registration an apprentice should deposit a sum of Rs. 5000, refundable at the completion of the course.

The deposit of the students who are leaving the programme within two weeks from the date of registration will be refunded.

6.2 Sumurdhi beneficiaries are exempted from the refundable deposit, on submission of original Sumurdhi Card with a certified letter from Grama Sevaka approved by Divisional Secretary.

6.3 All selected students will have to make a compulsory payment of Rs. 1,000 as a non refundable library development fund at the registration, Samurdhi beneficiaries are exempted for this payment.

6.4 There is no guarantee of employment at the end of the training period.

6.5 All the students registered for the above courses, should maintain a minimum requirement of attendance specified by the Institute for each subject during the course period. Those who fail to meet this requirement, are not allowed to sit for the examination and evaluations and they have to leave the course.

7. *Award of Certificates.*- National Diploma in Engineering Sciences Certificate will be awarded on successful completion of all examinations, evaluations and on clearance of all obligations.

8. *Selection Criteria :*

8.1 All applicants who have the minimum entry qualifications as stated in para 1 and within the age limit mentioned in para 2 above, would be eligible. Selections will be done as given below.

8.2 Those candidates who are eligible will be required to sit for a written aptitude test in English medium. (Eligible candidates will be informed in advance.)

8.3 All applicants are selected, based on the written test, marks and the interview marks.

8.4 Those who are selected for Marine Engineering Course will have to appear for a medical test at their own expense prior to the registration.

9. Applications :

9.1 Certified copies of educational qualifications {G. C. E. (O/L) and G. C. E. (A/L)} must be attached with the application. Applications without copies of educational certificates will be rejected.

9.2 All applicants should pay a non-refundable examination fee of Rs. 500 (Rs. 700 for applications downloaded from the IET web site.) as per the details of 9.3 to any branch of People's Bank.

9.3 The Pay-In-Slip needs to be duly perfected with the following:

(i) **Branch Code and Account No: 276-1-001-8-6351396.**

(ii) Credit Instruction: To the credit of National Apprentice & Industrial Training Authority collection account No. **276-1-001-8-6351396. at People's Bank, Katunayake.**

(iii) Name & the Address of the Applicant.

9.4 Applications & additional information can be obtained from IET web site (www.iet.edu.lk)

9.5 Application forms could be collected from the Registrar, Institute of Engineering Technology, Temple Road, Katunayake on payment of Rs.200 in cash, or by post by sending a money order for Rs.200 with a self-addressed stamped envelope (size 9"x4") to Registrar, Institute of Engineering Technology, Temple Road, Katunayake up to 20th June 2014. The above Money Order should be drawn in favour of the Accountant, Institute of Engineering Technology, payable at Katunayake Post Office. (Telephone No. 011-2252833/ 011-2252834 / 011-2254667)

9.6 Students, obtaining applications from IET website, have to pay Rs. 700 as the examination fee.

9.7 Duly filled application forms, should be sent under registered cover to reach the **Director / Principal, Institute of Engineering Technology, Temple Road, Katunayake** along with the Pay-In-Slip duly signed by an Authorized officer of the Bank, on or before **20th June 2014.** "Recruitment of Special Apprentices – 2014" should be mentioned in the left hand corner of the envelope. Late applications or applications forwarded by hand will not be accepted.

9.8 Those who have followed or are following Diploma or Degree level full time courses of studies in a Government Technical Institute or University are not eligible to apply.

9.9 Receipt of the applications will not be acknowledged.

9.10 Application forms also could be obtained from the following offices up to 20th June 2014 on payment of Rs.200/= in cash.

(i) National Apprentice & Industrial Training Authority, 971, Sri Jayewardenepura Mawatha, Welikada, Rajagiriya. (Telephone No. 011-2888782-7)

(ii) Apprenticeship Training Institute, 581, Galle Road, Katubedda, Moratuwa. (Telephone No. 011-2643847)

(iii) Automobile Engineering Training Institute, 07, Denister De Silva Mawatha, Orugodawatta, Wellampitiya. (Telephone No.011-2572977 / 011-2532182)

(iv) National Apprentice & Industrial Training Authority, No. 10/4" Malwatta Road, Badulupitiya, Badulla. (Telephone No. 055-2230644)

(v) National Apprentice & Industrial Training Authority, Vidyala Road, New Town, Ratnapura. (Telephone No. 045-2228667)

(vi) National Apprentice & Industrial Training Authority, 27 A, Open University Road, Nupe, Matara. (Telephone No. 041-2226958)

(vii) National Apprentice & Industrial Training Authority, No.108/2B, ThiwankaBodhi Mawatha, Kandy. (Telephone No. 081-2201918)

(viii) National Apprentice & Industrial Training Authority, Airpart Road, Anuradhapura. (Telephone No. 025-2223178)

(ix) National Apprentice & Industrial Training Authority, Negombo Road, Malkaduwwa, Kurunegala. (Telephone No. 037-2223789)

(x) National Apprentice & Industrial Training Authority, Somasundaram Road, Chundikkuli, Jaffna. (Telephone No. 021-2222383)

(xi) National Apprentice & Industrial Training Authority, No.06, G S Lane, Kalmunaikudi 13, Kalmunai. (Telephone No. 067 – 2229357)

(xii) Apprentice & Industrial Training Authority, No. 242, Havelock Road, Colombo 05. (Telephone No. 011-2597671/011-2587258)

(xiii) National Apprentice and Industrial Training Authority, 326/2, Main Street, Kaluthara South. (Telephone No. 034-2224239)

- (xiv) National Apprentice & Industrial Training Authority, No. 61/5, Minuwangoda Road, Gampaha. (Telephone No. 033-2232874)
- (xv) National Apprentice & Industrial Training Authority, Molawatta Medagama Road, Madampe. (Telephone No. 032-2248250)
- (xvi) National Apprentice & Industrial Training Authority, A/6, Mahaweli Quarters, New Town, Polonnaruwa. (Telephone No. 027-3223023)
- (xvii) National Apprentice & Industrial Training Authority, Kachcheri Complex, Monaragala. (Telephone No. 055-2276504)
- (xviii) National Apprentice & Industrial Training Authority No.77/3, Hospital Lane, Nuwara Eliya. (Telephone No. 052-2223702)
- (xix) National Apprentice & Industrial Training Authority, No. 11, Temple Road, Mandandawala, Matale. (Telephone No. 066-2223173)
- (xx) National Apprentice & Industrial Training Authority, No. 440, Kandy Road, Meepitiya, Kegalle. (Telephone No. 035-2223127)
- (xxi) National Apprentice & Industrial Training Authority, No.395, Wakwella Road, Julgaha, Galle. (Telephone No. 091-2235628)
- (xxii) National Apprentice & Industrial Training Authority, No. 34, Mihindu Mawatha, Tangalle. (Telephone No. 047-2241512)
- (xxiii) National Apprentice & Industrial Training Authority, Mankulam Road, Mulliyawalai, Mulathi. (Telephone No. 021-2061012)
- (xxiv) National Apprentice & Industrial Training Authority, Kandy Road, Anandapuram, Kilinochchi. (Telephone No. 034-3942824)
- (xxv) National Apprentice & Industrial Training Authority, No. 58, Arunagiri Road, Trincomalee. (Telephone No. 026-2226569)
- (xxvi) National Apprentice & Industrial Training Authority, 16/1, New Kalmuni Road, Batticaloa. (Telephone No. 065-2228130)
- (xxvii) National Apprentice & Industrial Training Authority, 49/21, 1st Lane, Kovil Road, Kurumankadu, Vavuniya. (Telephone No. 024-2224679)
- (xxviii) National Apprentice & Industrial Training Authority, No. 952/1, Old Moor, Street, Nallayar Street, Mannar. (Telephone No. 023-2223404)

10. The Institute of Engineering Technology will not be responsible for any delay or loss of applications in the mail. Therefore, the candidates are requested to post their applications well ahead in time to avoid delays.

Chairman,  
National Apprentice & Industrial  
Training Authority.

No. 971, Sri Jayewardenepura Mawatha,  
Welikada,  
Rajagiriya.

05-72

## MINISTRY OF FINANCE AND PLANNING

### Sri Lanka Customs Department

#### OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POSTS OF ASSISTANT SUPERINTENDENT OF CUSTOMS, GRADE II OF SRI LANKA CUSTOMS DEPARTMENT - 2014

THE Open Competitive Examination for recruitment to the Posts of Assistant Superintendent of Customs, Grade II of the Sri Lanka Customs Department will be held only in Colombo by the Commissioner General of Examinations in July 2014. The date of the examination will be notified in due course through the newspapers. The Ministry of Finance and Planning reserves the right of postponing or canceling this examination.

Applications are invited for these posts from both males and females possessing the qualifications given below :

#### 02. Eligibility :-

- (i) Every candidate must furnish satisfactory proof to the fact that he/she :

- (a) Is a citizen of Sri Lanka,  
(b) Is of excellent moral character,  
(c) Is not less than 22 years and not more than 28 years of age, as at the closing date of applications.

*Note.*— No person ordained in any religious sect shall be permitted to sit this examination.

- (ii) *Physical requirements.*— In the case of males, their height should not be less than 5 feet 5 inches and chest not less than 33 inches (When expanded). In the case of females their height should not be less than 5 feet 3 inches.

- (iii) *Educational qualifications.*— The candidates must possess the following educational qualifications :-

- (a) A degree obtained from a recognized university ;  
and
- (b) At least a credit pass in English language as a subject at the General Certificate of Education (Ordinary Level) Examination (English language as an optional subject is not considered) ; or
- (c) A simple pass (Minimum) in English Language as a subject at the General Certificate of Education (Advanced Level) Examination.

*Note.*— No person will be eligible to sit this examination, on pending results of a degree examination. However a person who has passed a degree of a recognized University may be permitted to sit this examination, when an official letter obtained from the Registrar of the University is produced to the effect, that he/she has passed the degree examination.

### 03. Conditions of Service :

- (i) *Salary.*— The consolidated monthly salary scale attached to the post is as follows :- Rs. 16,720 -320x10 -365x11 -450x15 - Rs. 30,685 (Public Administration Circular No. 6/2006 (IV) MN 5-2006A).
- (ii) The post is permanent and pensionable and should contribute to the Widows' and Orphans'/Widowers' and Orphans' Pension Scheme.
- (iii) Successful candidates will be appointed subject to a probationary period of three years with effect from the date of appointment.
- (iv) The appointees must undergo a medical examination held by a Government Medical Officer to test whether he/she is physically fit to serve in any part of the island.
- (v) The appointees are bound to serve day and night on any part of the island.
- (vi) The attention is invited to the General Conditions applicable to the posts in Public Service which have been published at the beginning of Part I : Section (IIA) of the Government *Gazette* Notification.

04. *Scheme of Examination.*— The scheme of examination for recruitment is as follows :-

	Marks
01. Aptitude Test (01 hour)	100
02. English Language (01 1/2 hours)	<u>100</u>
Total	200
	===

*Aptitude Paper.*— This paper will consist of questions to test the language skills, the ability in mathematical and logical reasoning. (This paper will consist of 50 multiple questions and questions for short answers). All questions should be answered.

*English Language Paper.*— This paper will test the reading, writing, comprehension and communication skills of the candidates. All questions should be answered.

*Note.*— This examination will be conducted in all the three languages Sinhala, Tamil and English. Candidates should sit this examination in the same medium in which they passed the qualifying examination referred to in paragraph 02(iii) of the this notification (*i. e.* Sinhala or Tamil or English). However, a candidate who has passed the qualifying examination sitting it in Tamil or English medium or a candidate whose medium of study is Tamil or English medium may answer in Sinhala medium at the Examination if he desires. It is not permitted to change the language medium applied.

(i) Marks will be deducted for unclear handwriting and wrong spelling.

(ii) Admission cards of the examination will be sent to the eligible candidates by the Commissioner General of Examinations. The receipt of an admission card must not be treated as a fulfillment of qualifications to sit the examination.

(iii) *Evaluation* : Candidates who score 60% or more each paper will be listed in a priority list. No of candidates participate to the no of vacancies will be called for the structured interview starting from the candidate who has obtained the highest marks. Maximum of 10 marks will be awarded for the sports talents at the structured interview. No marks will be awarded at the general interview and will consider only the marks obtained at the written examination and the structured interview. Information regarding the qualifications submitted will be verified at the interview.

### *Marks awarding procedure at the structured interview :*

*Marks for individual sports at the zonal level.*— 3 marks for the first place, 2 marks for the second place and 1 mark for the third place.

*Marks for individual sports at the district level.*— 4 marks for the first place, 3 marks for the second place and 2 marks for the third place.

*Marks for individual sports at the national level.*— 5 marks for the first place, 4 marks for the second place and 3 marks for the third place.

*Marks for a member of a team game at the zonal level.*— 3 marks for the first place, 2 marks for the second place and 1 mark for the third place.

*Marks for member of a team game at the district level.*— 4 marks for the first place, 3 marks for the second place and 2 marks for the third place.



*Marks for a member of a team game at the national level.-*  
5 marks for the first place, 4 marks for the second place  
and 3 marks for the third place.

05. *Basic of selection.-* Candidates who are successful at the written examination and the interview will be selected for conferment of appointments. A maximum of 10% of the number of vacancies will be reserved for female candidates.

- (i) *Release of results.-* The Department of Examinations will be prepared and sent the result list to the Director General of Customs in order of merit from among those who have sat the written examination, presented themselves for the interview and scored the highest aggregate of marks. The Department of Examination will issue the result to all candidates who sat the examination by post or will publish in official website : [www.results.examination.gov.lk](http://www.results.examination.gov.lk)

*Note.-* The nature of the work in customs department is such that even the female officers will have to attend to night duties.

06. It is compulsory for every candidate that, he/she should have fulfilled all the requirements prior to the date of closing applications for the examination.

07. *Method of application :-*

- (i) A specimen form of the application has been given at the end of this notification. Candidates should prepare their application forms themselves in the medium on which they intend to sit the examination conforming to the specimen form referred to above and fill them in their own hand writing. Every cage of the application must be filled by the candidates as instructed and if there are cages not applicable, the words "not applicable" should be entered such cages. It must be noted strictly that leaving blank cages in the application will cause the applications liable to be rejected. (Heading numbers 01 to 06 of the specimen form should be on the first page 07 to 11 in the second page and the rest in the third page of the application that need to be prepared in A4 size papers). The title of the examination should be written in English too, in Sinhala and Tamil applications. Keeping a copy of the duly filled application may be concern advantages.
- (ii) The completed application form must be sent under registered post on or before 04.06.2014 to reach the Commissioner General of Examinations, Organization and Foreign Examinations Branch, Department of Examinations, P. B. 1503, Colombo. Any applications received after the due date will be rejected. The name of the examination should be written clearly on the top left-hand corner of the envelope in which the application is enclosed. (It is advised to retain a photocopy of the filled application with the candidate).

(iii) The examination fee is Rs. 750. This fee should be paid at any District/Divisional Secretariat office to the credit of the revenue Head Number 2003-02-13 of the Commissioner General of Examinations. The receipt must be attached to the application and it is advised to retain a photocopy of the receipt with the candidate. This fee will not be refunded under any circumstances.

(iv) Candidates who are already employed in Government Departments/Corporations/Boards must forward their applications through the Heads of their Department or Institutions in which they are serving at present. Candidates are requested to forward their applications to heads of their Departments or Institution well on time with a request that they be transmitted to the Commissioner General of Examinations so as to reach him on or before 04.06.2014. The applications should not be sent addressed personally to the Director General of Customs or any other officer of the Department. Applications received after the due date ; even if they are forwarded by the departments will be rejected. If the attestation of the signature of an applicant who is in Government Service does not bear the signature and the official seal of the Head of Department/Head of the Institution, such applications will be rejected.

(v) *Attestation.-* The signature of an applicant who is in Government Service should be attested by his/her Head of Department or by an officer authorized to do so on his behalf. The signature of other applicants should be attested by a person authorized to do so, *i. e.* a Justice of Peace, a Commissioner of Oaths, Attorney-at-Law, a Notary Public, a Principal of a Government or a Government Managed School, a Commissioned Officer of the Navy, Air Force or Army, a permanent Public Officer drawing an annual salary of Rs. 240,360 or over, a Chief Incumbent or a Head of a Buddhist temple or any other religion in charge of a place of worship or holding a position of importance.

08. (i) *Admission to the Examination.-* The Commissioner General of Examinations will issue admission cards to all persons whose applications have been received. The Department of Examinations notifies in the news papers the issuance of admission card immediately after their issuance, if a candidate does not receive his/her admission card even after two or three days of such advertisement steps should be taken to notify the Department of Examinations in the manner specified in the advertisement. It would be advisable to keep the following in hand at the time of calling the Department of Examination ; *i. e.* Applicant name, Address, Identity Card Number, Name of the examination applied and your letter of request stating the fax number which the admission card should be sent if the candidates is resident out of Colombo.

(ii) A candidate must sit the examination hall assigned to him/her. Every candidate must get his signature attested

in advance and hand over the admission card to the supervisor on the first day he/she presents himself/herself for the examination. A candidate who fails to produce his/her admission card will not be permitted to sit the examination. The rules for candidates are given separately in Part I : Section II(A) of this *Gazette* Notification. Candidates will be bound to observe these rules.

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

09. *Identity of the candidates.*— Candidates will be required to prove their Identity. Any of the following documents will be accepted for this purpose :

- (a) National Identity Card issued by the Department of Registration of Person.
- (b) A valid passport issued not more than five years before the date of examination.

The candidature of a candidate who fails to produce a document referred to above is liable to be cancelled at the discretion of the Commissioner General Examinations.

10. *Documents of Eligibility :*

- (i) No documents, certificates or photocopies of such certificates. Other than the receipt of examination fee and the document relating to the "Note" at Heading 02 where application should be forwarded with the application. But the necessary particulars should be provided in the form, as prescribed. An application which is not completed conforming to these requirements will be judged on its own merits and may be rejected.
- (ii) Candidates, who have qualified to be called for the interview, should prove their eligibility by producing document proof.
- (iii) The originals of the following documents will be required :
  - (a) A certificate of moral character signed by a responsible person.

*Note.*— The certificate of character may be obtained from a Justice of the Peace, Attorney-at-Law, Divisional Secretary of the area of residence, or a permanent Government Officer in receipt of an annual consolidated salary of Rs. 240,360 or over or some person who issue the certificate must be clearly indicated on the certificate. (Candidates holding permanent posts in Government service will not be required to furnish certificates of moral character).

- (a) A certified copy of the entry of the registration of the birth of candidate or a Special Certificate of age issued by the Register General (in the case of candidates whose birth has been not registered).

*Note :*

- (i) The Special Certificate of Birth issued for school or educational purposes, or a certified extract from the birth registration entry will not be accepted.
- (ii) Affidavits or Baptismal Certificates will not be accepted as substitutes for birth certificates.
- (iii) If the name/names appearing in the Birth Certificate differs/differ from the name/names which the candidate generally uses and under which the candidate sits the examination, action should be taken immediately in terms of Sections 27 and 28 as the case may be, of the Births and Deaths Registration Act, (Chapter 110) to get the name in the entry of the registration of birth amended.
- (iv) Certificate of Registration as a citizen of Sri Lanka or original official letter of acceptance of claim to citizenship by descent (where applicable).
- (v) Original certificate of educational qualifications or where the certificate has not been issued, other official documents, *e. g.* an official letter issued by a Registrar of a University to the effect that the candidate has passed the Degree of examination result sheet issued to the candidate by the Department of Examinations, stating that he/she has obtained a Credit pass in English language at the General Certificate of Education (Ordinary Level) examination or Simple pass in English Language at the General Certificate of Education (Advanced Level) Examination.
- (vi) Documentary proof of achievements of sports at Zonal/District/National levels.
- (vii) Candidates are warned to have all the necessary documents in readiness at the time of forwarding the application. Any candidate who fails to produce the necessary documents or who delay in producing them when called for will be made disqualified for appointment to this post.

11. *Penalty for Furnishing False Particulars.*— If a candidate is found to be ineligible according to the regulations for this examination, his/her candidature is liable to be cancelled at any stage prior to, during or after the examination. If any of the particulars furnished by a candidate is found to be false to best of his/her knowledge or if he/she has willfully suppressed any material fact, or if it is proved, at any time during the period of his/her service that he/she was ineligible to sit the examination, he/she will be liable to immediate dismissal from the service. The candidature of those who do not strictly conform to the requirements laid down in this notification will be cancelled.

12. Any matter not provided for in these regulations will be dealt with at the discretion of the Secretary, to the Ministry of Finance and Planning.

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

Secretary,  
Ministry of Finance and Planning.

Ministry of Finance and Planning,  
The Secretariat,  
Colombo 01.

SPECIMEN APPLICATION FORM

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POSTS OF  
ASSISTANT SUPERINTENDENT OF CUSTOMS, GRADE II OF SRI LANKA  
CUSTOMS DEPARTMENT - 2014

(For office use only)

Medium in which you sit this examination :

Sinhala - 2  
Tamil - 3   
English - 4

(Write the relevant number inside the box)

01. Name of the Applicant :

1.1 Name with initials at the end : \_\_\_\_\_.

(English capital letters) *Ex.* : SILVA, B. A.

1.2 Name with initial (Sinhala/Tamil) : \_\_\_\_\_.

1.3 Names denoted by initials : \_\_\_\_\_.

(English capital letters)

(Sinhala/Tamil) : \_\_\_\_\_.

02. Permanent residential address (English capital letters) : \_\_\_\_\_.

Address to which the Admission Card should be sent : \_\_\_\_\_.

03. Particulars of the National Identity Card :

3.1 Number of the Identity Card :

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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3.2 Date of Issue :

04. Sex :

Male - 0   
Female - 1

(Write the relevant number inside the box).

05. State whether you are a citizen of Sri Lanka :

By descent - 1   
By registration - 2

(Write the relevant number inside the box)

06. Ethnicity :

Sinhalese	- 1	Ceylon Tamil	- 2	<input type="text"/>
Indian Tamil	- 3	Muslim	- 4	
Burgher	- 5	Other	- 6	

(Write the relevant number inside the box)

07. (a) Date of Birth :

Year  Month  Date

(b) Age on the closing date of application :

Years  Months  Dates

08. Physical requirements :

(i) Height :..... feet :..... inches :.....

(ii) Chest (when expanded) :..... inches :.....

(Only for male candidates)

09. Have you ever been convicted of any offence in the Court of Law ? (Yes/No) : \_\_\_\_\_.

If yes, give details : \_\_\_\_\_.

10. Educational Qualifications :

Name of the University	Degree	Class of Degree	Year	Subjects

(i) Highest qualification in English Language at the examination of General Certificate of Education (Ordinary Level) :

Year : \_\_\_\_\_.

Index No. : \_\_\_\_\_.

(ii) Highest qualification in English Language at the examination of General Certificate of Education (Advanced Level)

Year : \_\_\_\_\_.

Index No. : \_\_\_\_\_.

11. Examination fee (Receipt to be attached) :

(i) Name of the District/Divisional Secretariat Office : \_\_\_\_\_.

(ii) Amount Paid Rs. : \_\_\_\_\_.

(iii) Date of payment : \_\_\_\_\_.

(iv) Receipt No. : \_\_\_\_\_.

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

(These particulars should be given compulsorily).

## 12. Applicant's Declaration/Certification :

I do hereby certify that the particulars given by me in the application are true and correct. I am aware that if any particulars contained herein are found to be false or incorrect, I am liable to disqualification if detected before selection or discontinuance after selection. Furthermore, I would abide by rules and regulations of the Commissioner General of Examinations regarding the conducting of the examination.

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

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

## 13. Attestation of Applicant's signature (Delete whichever inapplicable) :

I certify that Mr./Mrs/Miss ..... who is submitting this application is personally known to me and that he/she placed his/her signature in my presence on this ..... day of ..... 2014. I also certify that he/she has paid the due examination fee and has attached the paid receipt.

Signature of Attester : \_\_\_\_\_.  
Full Name of Attester : \_\_\_\_\_.  
Designation : \_\_\_\_\_.  
Address : \_\_\_\_\_.  
Date : \_\_\_\_\_.

*Note.* - The attestation should be made by a person referred to in paragraph 7(V) of Gazette Notification.

## 14. I certify that Mr./Mrs./Miss ..... who is submitting this application is an employee of this Ministry/Department/Board/Corporation. In the event of his/her selection for the above post he/she can be released.

\_\_\_\_\_  
Signature of the Head of the Department.

Date : \_\_\_\_\_.  
Name of the Head of the Department : \_\_\_\_\_.  
Designation : \_\_\_\_\_.  
Address of the Department : \_\_\_\_\_.

05-237/1

**MINISTRY OF FINANCE AND PLANNING****Sri Lanka Customs Department**

OPEN COMPETITIVE EXAMINATION FOR  
RECRUITMENT TO THE POST OF INSPECTOR OF  
CUSTOMS, GRADE II OF SRI LANKA CUSTOMS  
DEPARTMENT - 2014

THE Open Competitive Examination for recruitment to the Post of Inspector of Customs, Grade II of the Sri Lanka Customs

Department will be held in July 2014 in main towns throughout the island mentioned in the Schedule I hereto. The date of the examination will be notified in due course through the newspapers by the Department of Examinations. The Sri Lanka Customs Department reserves the right of postponing or canceling this examination.

Centers where examination will be held and there numbers.

## SCHEDULE I

Province	City	City Number
Western	Colombo	01
	Gampaha	02
	Kaluthara	03
Central	Kandy	04
	Mathale	05
	Nuwara Eliya	06
Southern	Galle	07
	Matara	08
	Hambantota	09
Northern	Jaffna	10
	Mannar	11
	Vavuniya	12
	Mullativue	13
	Kilinochchi	14
Eastern	Batticaloa	15
	Ampara	16
	Trincomale	17
North West	Kurunegala	18
	Puttalam	19
North Central	Anuradhapura	20
	Polonnaruwa	21
Uva	Badulla	22
	Moneragala	23
Sabaragamuwa	Rathnapura	24
	Kegalle	25

The number and town in which the Applicant wishes to sit for the examination should be indicate clearly. In the event of a certain examination centre is not established in a certain District due to insufficient candidates, they are referred to a centre as per their second choice and if the second choice too cannot be granted they are referred to centre closest to that District. Changes will not be allowed later with regard to the requested town.

Applications are invited for these posts from both sexes possessing the qualifications given below :

02. Eligibility :-

- (i) Every candidate must furnish satisfactory proof to the fact that he/she :
- (a) Is a citizen of Sri Lanka,
- (b) Is of excellent moral character,
- (c) Is not less than 18 years and not more than 24 years of age on the date of closing of applications.

*Note.*– No person ordained in any religious sect shall be permitted to sit this examination.

- (ii) *Physical requirements.*– In the case of males, their height should not be less than 5 feet 5 inches and chest not less than 33 inches (When expanded).

In the case of females their height should not be less than 5 feet 3 inches.

- (iii) *Educational qualifications.*– The candidates must possess the following educational qualifications :-

- (a) Pass three main subjects in one sitting at the General Certificate of Education (Advanced Level) ; and
- (b) Pass within two sittings six subjects at the General Certificates of Education (Ordinary Level) with five credit passes including credit passes for Sinhala Language or Tamil Language and Mathematics as main subjects and least a simple pass for English Language.

03. Conditions of Service :

- (i) *Salary.*– The consolidated monthly salary scale attached to the post is as follows :- Rs. 14,280 -145x7 -180x10 -240x17 - Rs. 21,175 (Public Administration Circular No. 6/2006 (IV) R-S-1-2006)
- (ii) The post is permanent and pensionable and should contribute to the Widows' and Orphans'/Widowers' and Orphans' Pension Scheme.
- (iii) Successful candidates will be appointed subject to a probationary period of three years with effect from the date of appointment.
- (iv) The appointees must undergo a medical examination held by a Government Medical Officer to test whether they are physically fit to serve in any part of the island.
- (v) The appointees are bound to serve day and night on any part of the island.
- (vi) The attention is invited to the General Conditions applicable to the post in Public Service which have been published at the beginning of Part I : Section (IIA) of the Government *Gazette* Notification.

04. Scheme of Examination.– There are following three (03) question papers for the scheme of examination for recruitment :-

	<i>Marks</i>
01. Aptitude Test	100
02. Mathematics	100
03. English Language	<u>100</u>
Total	300
	===

*Aptitude Paper.*– This paper will consist of questions to test the language skills, the ability in logical reasoning. (This paper will consist of 50 multiple questions and questions for short answers). All questions should be answered.

*Mathematics Paper.*– This paper will consist of questions to test the ability in Mathematics. All questions should be answered.

*English Language Paper.*– This paper will test the reading, writing, comprehension and communication skills of the candidates. All questions should be answered.

*Note :*

- (i) This examination will be conducted in all the three languages Sinhala, Tamil and English. Candidates should sit this examination in the same medium in which they passed the qualifying examination referred to in paragraph 02(iii) of the this notification. However, a candidate who has passed the qualifying examination in Tamil or English medium or a candidate whose medium of study is Tamil or English medium may answer in Sinhala medium at the Examination if he desires. It is not permitted to change the language medium applied.
- (ii) Marks will be deducted for bad handwriting and wrong spelling.
- (iii) Admission cards of the examination will be sent to the eligible candidates by the Commissioner General of Examinations. The receipt of an admission card must not be treated as a fulfillment of qualifications to sit the examination.
- (iv) *Evaluation :* Marks of 60% or above for each question paper will be totaled and will be arranged in the descending order. No. of candidates participate to the No. of vacancies will be called for the structured interview starting from the candidate who has obtained the highest marks. Maximum of 10 marks will be awarded for the sports talents at the structured interview. No marks will be awarded at the general interview and will consider only the marks obtained at the written examination and the structured interview. Information regarding the qualifications submitted will be verified at the interview.

*Marks awarding procedure at the structured interview :*

*Marks for individual sports at the zonal level :* 3 marks for the first place, 2 marks for the second place and 1 mark for the third place.

*Marks for individual sports at the district level :* 4 marks for the first place, 3 marks for the second place and 2 marks for the third place.

*Marks for individual sports at the national level :* 5 marks for the first place, 4 marks for the second place and 3 marks for the third place.

05. *Basic of selection.*— Candidates who are successful at the written examination and the interview will be selected for conferment of appointments. 10% of the number of vacancies will be reserved for female candidates.

05. (i) *Release of results.*— The Department of Examinations will be prepared and sent the result list to the Director General of Customs in order of merit from among those who have sat the written examination, presented themselves for the interview and scored the highest aggregate of marks. The Department of Examination will issue the result to all candidates who sat the examination by post or will publish in official website : [www.results.examination.gov.lk](http://www.results.examination.gov.lk)

*Note.*— The nature of the work in customs Department is such that even the female staff has to work the night duties.

06. It is compulsory for every candidate that, he/she should have fulfilled all the requirements prior to the date of closing applications for the examination.

07. *Method of application :-*

- (i) A specimen form of the application has been given at the end of this notification. Candidates should prepare their application forms themselves in the medium on which they intend interview to sit the examination conforming to the specimen form referred to above and fill them in their own handwriting. Every cage of the application must be filled by the candidates as instructed and if there are cages not applicable, the words "not applicable" should be entered such cages. It must be noted strictly that leaving blank cages in the application liable to be rejected. (Heading numbers 01 to 05 of the specimen form should be on the first page 06 to 11 in the second page and the rest in the third page of the application that need to be prepared in A4 size papers). The title of the examination should be written in English too, in Sinhala and Tamil applications.
- (ii) The completed application form must be sent under registered post on or before 04.06.2014 to reach the Commissioner General of Examinations, Organization and Foreign Examinations Branch, Department of

Examinations. P. O. Box 1503, Colombo. Any applications received after the due date will be rejected. The name of the examination should be written clearly on the top left-hand corner of the envelope in which the application is enclosed. (It is advised to retain a photocopy of the filled application with the candidate).

- (iii) The examination fee is Rs. 500. May be paid at any District/Divisional Secretariat Office to the credit of revenue Head Number 2003-02-13 of the Commissioner General of Examinations. The receipt must be attached to the application and it is advised to retain a photocopy of the receipt with the candidate. This fee will not be refunded under any circumstances.
- (iv) Candidates who are already employed in Government Departments/Boards/Corporations must forward their applications through the Head of the Department or Institutions in which they are serving at present. Candidates are requested to forward their applications to Heads of their Departments or Institution well on time with a request that they be transmitted to the Commissioner General of Examinations so as to reach him on or before 04.06.2014.

The applications should not be sent addressed personally to the Director General of Customs or any other officer of the Department. Applications received after the due date ; even if they are forwarded by the Departments will be rejected. If the attestation of the signature of an Applicant who is in Government Service does not bear the signature and the official seal of the Head of Department/Head of the Institution, such applications will be rejected.

- (v) *Attestation.*— The signature of an Applicant who is in Government Service should be attested by his/her Head of Department or by an officer authorized to do so on his behalf.

The signature of other Applicants should be attested by a person authorized to do so, *i. e.* a Justice of the Peace, a Commissioner of Oaths, Attorney-at-Law, a Notary Public, a Principal of a Government or a Director Managed School, a Commissioned Officer of the Navy, Air Force or Army, a permanent Public Officer drawing an annual salary of Rs. 240,360 or over, a Chief Incumbent or a Head of a Buddhist temple or any other religion in-charge of a place of worship or holding a position of importance.

08. (i) *Admission to the Examination.*— The Commissioner General of Examinations will issue admission cards to all persons whose applications have been received. The Department of Examinations notifies in the news papers the issuance of admission card immediately after their issuance, if a candidate does not receive his/her admission card even after two or three days of such advertisement steps should be taken to notify the

Department of Examinations in the manner specified in the advertisement. It would be advisable to keep the following in hand at the time of calling the Department of Examination ; i. e. Applicant name, Address, Identity Card Number and Name of the examination applied and in case of applicants outside of Colombo, letter of request furnishing a fax number to which admission cards should be sent.

- (ii) A candidate must sit the examination hall assigned to him/her. Every candidate must get his signature attested in advance and hand over the admission card to the supervisor on the first day he/she presents himself/herself for the examination. A candidate who fails to produce his/her admission card will not be permitted to sit the examination. The rules for candidates are given separately in Part I : Section II(A) of this *Gazette* notification. Candidates will be bound to observe these rules.

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

09. *Identity of the candidates.*— Candidates will be required to prove their identity. Any of the following documents will be accepted for this purpose :

- (a) An Identity Card issued by the Department of Registration of Persons.  
(b) A valid passport issued not more than five years before the date of examination.

The candidature of a candidate who fails to produce a document referred to above is liable to be cancelled at the discretion of the Commissioner General of Examinations.

10. *Documents of Eligibility :*

- (i) No documents, certificates or photocopies of such certificates. Other than the receipt of examination fee should be forwarded with the application. But the necessary particulars should be provided in the form, as prescribed.  
(ii) The originals of the following documents will be required :

- (a) A certificate of moral character signed by a responsible person.

*Note.*— The certificate of character may be obtained from a Justice of the Peace, Attorney-at-law, Divisional Secretary of the area of residence, or a permanent Government Officer in receipt of an annual consolidated salary of Rs. 240,360 or over or some person who issue the certificate must be clearly indicated on the certificate. (Candidates holding

permanent posts in Government service will not be required to furnish certificates of moral character).

- (b) A certified copy of the entry of the registration of the the birth of candidate or a Special Certificate of age issued by the Registrar General (in the case of candidates whose birth has been not registered).  
(i) The Special Certificate of Birth issued for school or educational purposes, or a certified extract from the birth registration entry will not be accepted.  
(ii) Affidavits or Baptismal Certificates will not be accepted as substitutes for birth certificates.

If the name/names appearing in the Birth Certificate differs/differ from the name/names which the candidate generally uses and under which the candidate sits the examination, action should be taken immediately in terms of Section 27 and 28 as the case may be, of the Births and Deaths Registration Act, (Chapter 110) to get the name in the entry of the registration of birth amended.

- (iii) Certificate of Registration as a citizen of Sri Lanka or original official letter of acceptance of claim to citizenship by descent (where applicable).  
(iv) Original certificate of educational qualifications or where the certificate has not been issued, other official documents.  
(v) Documentary proof of achievements of sports at Zonal/District/National levels.  
(vi) Candidates are warned to have all the necessary documents in readiness at the time of forwarding the application. Any candidate who fails to produce the necessary documents or who delay in producing them when called for will be made disqualified for appointment to this post.

11. *Penalty for Furnishing False Particulars.*— If a candidate is found to be ineligible according to the regulations for this examination, his/her candidature is liable to be cancelled at any stage prior to, during or after the examination.

If any of the particulars furnished by a candidate is found to be false to best of his/her knowledge or if he/she has willfully suppressed any material fact, or if it is proved, at any time during the period of his/her service that he/she was ineligible to sit the examination, he/she will be liable to immediate dismissal from the service. The candidature of those who do not strictly conform to the requirements laid down in this notification will be cancelled.

12. Any matter not provided for in these regulations will be dealt with at the discretion of the Director General of Customs.

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

Director General of Customs.

Sri Lanka Customs Department,  
"Customs House",  
No. 40, Main Street,  
Colombo 11.

SPECIMEN APPLICATION FORM

OPEN COMPETITIVE EXAMINATION FOR RECRUITMENT TO THE POSTS  
OF INSPECTOR OF CUSTOMS, GRADE II OF SRI LANKA CUSTOMS  
DEPARTMENT - 2014

(For office use only)

Town selected and the Town Number : (See the schedule I)

	Town	Town Number
1.		
2.		

Medium in which you sit this examination :

- Sinhala - 2  
Tamil - 3   
English - 4

(Write the relevant number inside the box.)

01. Name of the applicant :

- 1.1 Name with initials at the end : \_\_\_\_\_.  
(English capital letters) Ex. : SILVA, B. A.  
1.2 Name with initials (Sinhala/Tamil) : \_\_\_\_\_.  
1.3 Names denoted by initials : \_\_\_\_\_.  
(English capital letters)  
(Sinhala/Tamil) : \_\_\_\_\_.

02. Permanent residential address (English capital letters) : \_\_\_\_\_.  
Address to which the Admission Card should be sent : \_\_\_\_\_.

03. Particulars of the National Identity Card :

3.1 Number of the Identity Card :

3.2 Date of issue :

04. Sex :

- Male - 0   
Female - 1

(Write the relevant number inside the box.)

05. State whether you are a citizen of Sri Lanka :

- By descent - 1   
By registration - 2

(Write the relevant number inside the box.)

06. Ethnicity :

- Sinhalese - 1 Ceylon Tamil - 2  
Indian Tamil - 3 Muslim - 4   
Burgher - 5 Other - 6

(Write the relevant number inside the box.)

07. (a) Date of Birth :

Year :     Month :   Date :

(b) Age on the closing date of application :

Years :   Months :   Days :

08. Physical requirements :

- (i) Height : \_\_\_\_\_ feet : \_\_\_\_\_ inches : \_\_\_\_\_.  
(ii) Chest (when expanded) : \_\_\_\_\_ inches : \_\_\_\_\_.  
(Only for male candidates)

09. Have you ever been convicted of any offence in the Court of Law ? (Yes/No) : \_\_\_\_\_.  
If yes, give details : \_\_\_\_\_.

10. Educational Qualifications :

- (i) General Certificate of Education (Advanced Level) in one sitting :  
Year of examination : \_\_\_\_\_.  
Index Number : \_\_\_\_\_.

Subjects	Performance

(ii) General Certificate of Education (Ordinary Level) :

Subjects	Performance	Year	Index Number

(iii) Have you obtained a simple pass for English Language at the General Certificate of Education (Ordinary Level) :

(Yes/No)



11. Examination fee (Receipt to be attached) :

- (i) Name of the District/Divisional Secretariat Office : \_\_\_\_\_.  
(ii) Amount Paid Rs. : \_\_\_\_\_.  
(iii) Date of payment : \_\_\_\_\_.  
(iv) Receipt No. : \_\_\_\_\_.

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

(These particulars should be given compulsorily).

12. Applicant's Declaration/Certification :

I do hereby certify that the particulars given by me in the application are true and correct. I am aware that if any particulars contained herein are found to be false or incorrect, I am liable to disqualification if detected before selection or discontinuance after selection. Furthermore, I would abide by rules and regulations of the Commissioner General of Examination regarding the conducting of the examination.

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

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

13. Attestation of Applicant's signature (Delete whichever inapplicable) :

I certify that Mr./Mrs/Miss ..... who is submitting this application is personally known to me and that he/she placed his/her signature in my presence on this ..... day of ..... 2014. I also certify that he/she has paid the due examination fee and has attached the paid receipt.

Signature of Attester : \_\_\_\_\_.  
Full Name of Attester : \_\_\_\_\_.  
Designation : \_\_\_\_\_.  
Address : \_\_\_\_\_.  
Date : \_\_\_\_\_.

**Note.** - The attestation should be made by a person referred to in paragraph 7(V) of *Gazette* Notification.

14. I certify that Mr./Mrs./Miss ..... who is submitting this application is an employee of this Ministry/Department/Board/Corporation. In the event of his/her selection for the above post he/she can be released.

\_\_\_\_\_  
Signature of the Head of the Department.  
(Official Stamp)

Date : \_\_\_\_\_.  
Name of the Head of the Department : \_\_\_\_\_.  
Designation : \_\_\_\_\_.  
Address of the Department : \_\_\_\_\_.

05-237/2

**MINISTRY OF FINANCE AND PLANNING**

**Sri Lanka Customs Department**

**OPEN COMPETITIVE EXAMINATION FOR  
RECRUITMENT TO THE POSTS OF CUSTOMS  
GUARD, GRADE - III OF SRI LANKA CUSTOMS  
DEPARTMENT - 2014**

THE Open Competitive Examination for recruitment to the Posts of Customs Guard, Grade - III of the Sri Lanka Customs Department will be held in July 2014 in main towns throughout the island mentioned in the Schedule I hereto. The date of the examination will be notified in due course through the newspapers by the Department of Examinations. The Sri Lanka Customs Department reserves the right of postponing of cancelling this examination.

Centers where examination will be held there numbers.

**SCHEDULE I**

<i>Province</i>	<i>City</i>	<i>City Number</i>
Western	Colombo	01
	Gampaha	02
	Kaluthara	03
Central	Kandy	04
	Matale	05
	Nuwaraeliya	06
Southern	Galle	07
	Matara	08
	Hambantota	09
Northern	Jaffna	10
	Mannar	11
	Vavuniya	12
	Mullaitivu	13
	Kilinochchi	14
Eastern	Batticaloa	15
	Ampara	16
	Trincomalee	17
North West	Kurunegala	18
	Puttalam	19
North Central	Anruadhapura	20
	Polonnaruwa	21
Uva	Badulla	22
	Monaragala	23
Sabaragamuwa	Rathnapura	24
	Kegalle	25

The number and town in which the applicant wishes to sit for the examination should be indicate clearly. In the event of a certain examination centre is not established in a certain district due to insufficient candidates, they are referred to a centre as per their second choice and if the second choice too cannot be granted they are referred to centre closest to that district. Changes will not be allowed later with regard to the requested town.

Applications are invited for these posts from both sexes possessing the qualifications given below :

**02. Eligibility :-**

- (i) Every candidate must furnish satisfactory proof to the fact that he/she :
- (a) Is a citizen of Sri Lanka,  
(b) Is of excellent moral character,  
(c) Is not less than 18 years and not more than 22 years of age as at the closing date of applications.

*Note.*— No person ordained in any religious sect shall be permitted to sit this examination.

- (ii) *Physical requirements.*— In the case of males, their height should not be less than 5 feet 5 inches and chest not less than 33 inches (When expanded).

In the case of females their height should not be less than 5 feet 3 inches.

- (iii) *Educational qualifications.*— The candidates must possess the following educational qualifications :-
- (a) Pass six main subjects in one sitting at the General Certificate of Education (Ordinary Level) including credit passes in Sinhala Language or Tamil Language and Mathematics and English Language.

**03. Conditions of Service.**— When called for the examine the eligibility to recruit a Customs Guard, Grade III the candidate should undergo training as a beginner in the next six month at a place determined by the Director General of Customs. And allowance is paid during the training period (but no salary is paid). The candidates will be examined in the use of firearms and fighting methods of self defense at the end of the training. Those who reach the required level of training will be recruited to a permanent post in the Customs Department. The services of the failures will be terminated.

- (i) *Salary.*— The consolidated monthly salary scale attached to the post is as follows :- Rs. 12,210- 130x10- 145x10- 160x10 - 170x12- Rs. 18,600 (Public Administration Circular No. 6/2006 (IV) P-L-2-2006-A).
- (ii) The post is permanent and pensionable and should contribute to the Widows' and Orphans'/Widowers' and Orphans' Pension Scheme.

- (iii) Successful candidates will be appointed subject to a probationary period of three years with effect from the date of appointment.
- (iv) The appointees must undergo a medical examination held by a Government Medical Officer to test whether they are physically fit to serve in any part of the island.
- (v) The appointees are bound to serve day and night on any part of the island.
- (vi) The attention is invited to the General Conditions applicable to the posts in Public Service which have been published at the beginning of Part I : Section (IIA) of the Government *Gazette* Notification.

**04. Scheme of Examination.**— The examination for recruitment consists the following question papers (two) :-

	<i>Marks</i>
01. Aptitude Test (01 hour)	100
02. Mathematics (01 1/2 hours)	100
Total	200
	===

*Aptitude Paper.*— This paper will consist of questions to test the language skills, the ability in logical reasoning. (This paper will consist of 50 multiple questions and questions for short answers). All questions should be answered.

*Mathematics Paper.*— This paper will consist of questions to test the ability in Mathematics. All questions should be answered.

*Note :*

- (i) This examination will be conducted in all the three language Sinhala, Tamil and English. Candidates should sit this examination in the same language medium in which they passed the qualifying examination referred to in paragraph 02(iii) of the this notification. However, a candidate who has passed the qualifying examination in Tamil or English medium or a candidate who was educated Tamil or English medium may answer in Sinhala medium at the Examination if he/she desires. It is not permitted to change the applied language medium subsequently.
- (ii) Marks will be deducted for bad handwriting and wrong spelling. Candidates whose handwriting is illegible are liable to be disqualified.
- (iii) Admission cards of the examination will be sent to the eligible candidates by the Commissioner General of Examinations. But the receipt of an admission card must not be treated as a fulfillment of qualifications to sit the examination. The candidates are bound by rules and regulations of the Commissioner General of Examinations and if the candidates breach such rules

and regulations they would have to face the punishment imposed by him.

- (iv) *Evaluation* : Marks of 50% or above for each question paper will be totaled and such candidates will be called for the structured interview on the descending order of totals according to the prevailing number of vacancies. Maximum of 10 marks will be awarded for the sports talents at the structured interview. And then will be referred to a general interview in which no marks will be awarded, and will examine only the fulfillment of requirements necessary for the post.

*Marks awarding procedure at the structured interview :*

*Marks for sports at the zonal level* : 3 marks for the first place, 2 marks for the second place, and 1 mark for the third place.

*Marks for sports at the district level* : 4 marks for the first place, 3 marks for the second place and 2 marks for the third place.

*Marks for sports at the national level* : 5 marks for the first place, 4 marks for the second place, and 3 marks for the third place.

05. *Basic of selection.*— Candidates who are successful at the written examination and the interview will be selected for conferment of appointments. 10% of the approved cadre will be reserved for female candidates.

- (i) *Release of results.*— The Department of Examinations will be prepared and sent the result list to the Director General of Customs in order of merit from among those who have sat the written examination, presented themselves for the interview and scored the highest aggregate of marks. The Department of Examination will issue the result to all candidates whose sat the examination by post or will publish in [www.results.examination.gov.lk](http://www.results.examination.gov.lk) official website :

*Note.*— The nature of the work in customs department is such that even the female staff has to work to the night duties.

06. It is compulsory for every candidate that, he/she should have fulfilled all the requirements prior to the date of applications for the examination.

07. *Method of application* :—

- (i) A specimen form of the application has been given at the end of this notification. Candidates should prepare their application forms themselves in the medium on which they intend interview to sit the examination conforming to the specimen form referred to above and fill them in their own hand writing. Every cage of the application must be filled by the candidates as instructed and if there are cages not applicable, the words "not applicable"

should be entered such cages. It must be noted strictly that leaving blank cages in the application liable to be rejected. (Heading numbers 01 to 05 of the specimen form should be on the first page 06 to 11 in the second page and the rest in the third page of the application that need to be prepared in A4 size papers). The title of the examination should be written in English too, in Sinhala and Tamil applications.

- (ii) The completed application form must be sent under registered post on or before 04.06.2014 to reach "The Commissioner General of Examinations, Organization and Foreign Examinations Branch, Department of Examinations. P. O. Box 1503, Colombo". Any applications received after the due date will be rejected. The name of the examination should be written clearly on the top left-hand corner of the envelope in which the application is enclosed. (It is advised to retain a photocopy of the filled application with the candidate).
- (iii) Candidates who are already employed in Government Department/Corporations/Boards must forward their applications through the Head of their Department or Institutions in which they are serving at present. Candidates are requested to forward their applications to heads of their Departments or Institutions well on time with a request that they be transmitted to the Commissioner General of Examinations so as to reach him on or before 04.06.2014. The application should not be sent addressed personally to the Director General of Customs or any other officer of the Department. Applications received after the due date ; even if they are forwarded by the departments will be rejected. If the attestation of the signature of an applicant who is in Government Service does not bear the signature and the official seal of the Head of Department/Head of the Institution, such applications will be rejected.
- (iv) The examination fee is Rs. 400. This fee should be paid at any District/Divisional Secretariat office to the credit of the revenue Head Number 2003-02-13 of the Commissioner General of Examinations. The receipt must be attached to the application and it is advised to retain a photocopy of the receipt with the candidate. This fee will not be refunded under any circumstances.
- (v) *Attestation of the signature.*— The signature of an applicant who is in Government Service should be attested by his/her Head of Department or by an officer authorized to do so on his behalf. The signature of other applicants should be attested by a person authorized to do so, i. e. a Justice of Peace, a Commissioner of Oaths, Attorney-at-Law, a Notary Public, a Principal of a Government or a Director Managed School, a Commissioned Officer of the Navy, Air Force or Army, a permanent Public Officer drawing an annual salary of Rs. 240,360 or over, a Chief Incumbent or a Head of a Buddhist temple or any other religion in charge of a place of worship or holding a position of importance.

08. *Admission to the Examination.*— The Commissioner General of Examinations will send admission cards to all candidates whose applications have been accepted. Candidates presenting themselves for the examination must produce their admission cards with duly attested signature to the supervisor of the examination hall.

A candidate who fails to produce such a card will be refused admission to the examination.

A candidate must sit the examination hall assigned to him/her. A candidate at the examination presenting himself/herself at an examination hall other than the one assigned to him/her will not be allowed to sit the examination. Every candidate presenting himself/herself for the examination must hand over his/her admission card to the supervisor on the first day of examination. The rules for candidates are given separately in Part I : Section (IIA) of this *Gazette* notification. Candidates will be bound to observe these rules.

The Department of Examinations notifies in the newspapers the issuance of admission card immediately after their issuance, if a candidate does not receive his/her admission card even after two or three days of such advertisement steps should be taken to notify the Department of Examinations in the manner specified in the advertisement.

It would be advisable to keep the following in hand at the time of calling the Department of Examination ; *i. e.* Applicant full name, Address, National Identity Card Number and Name of the examination applied, your letter of request stating the fax number which the admission card should be sent if the candidate is resident out of Colombo.

09. *Identity of the candidates.*— Candidates will be required to prove their identity. Any of the following documents will be accepted for this purpose :

- (a) National Identity Card issued by the Department of Registration of Persons,
- (b) A valid passport issued not more than five years before the date of examination.

The candidature of a candidate who fails to produce a document referred to above is liable to be cancelled at the discretion of the Commissioner General of Examinations.

#### 10. *Documents of Eligibility :*

- (i) No documents, other than the receipt of examination fee should be forwarded with the application. But the necessary particulars should be provided in the form, as prescribed. An application which is not completed conforming to these requirements will be judged on its own merits and may be rejected.

- (ii) Candidates, who have qualified to be called for the interview, should prove their eligibility by producing document proof.

(iii) The originals of the following documents will be required :

- (a) A certificate of moral character signed by a responsible person.

*Note.*— The certificate of character may be obtained from a Justice of the Peace, Attorney-at-Law, Divisional Secretary of the area of residence, or a permanent Government Officer in receipt of an annual consolidated salary of Rs. 240,360 or over or some person whose name is known and to whom reference can be readily made. The name, designation and address of the person who issues the certificate must be clearly indicated on the certificate. Candidates holding permanent posts in Government Service will not be required to furnish certificates of moral character.

- (a) A certified copy of the entry of the registration of the birth of candidate or a Special Certificate of age issued by the Register General (in the case of candidates whose birth has been not registered).

#### *Note :*

- (i) The Special Certificate of Birth issued for school or educational purposes, or a certified extract from the birth registration entry will not be accepted.
- (ii) Affidavits or Baptismal Certificates will not be accepted as substitutes for Birth Certificates.

If the name/names appearing in the Birth Certificate differs/differ from the name/names which the candidate generally uses and under which the candidate sits the examination, action should be taken immediately in terms of Sections 27 and 28 as the case may be, of the Births and Deaths Registration Act, (Chapter 110) to get the name in the entry of the registration of birth amended.

- (iii) Certificate of Registration as a citizen of Sri Lanka or original official letter of acceptance of claim to citizenship by descent (where applicable).
- (iv) Original certificate of educational qualifications or where the certificate has not been issued, other official documents.
- (v) Documentary proof of achievements of sports at Zonal/District/National levels.
- (vi) Candidates are warned to have all the necessary documents in readiness at the time of forwarding the application. Any candidate who fails to produce the necessary documents or who delay in producing them when called for will be made disqualified for appointment as a begin to this post.



## 11. Examination fee (Receipt to be attached) :

- (i) Name of the District/Divisional Secretariat Office : \_\_\_\_\_.  
(ii) Amount Paid Rs. : \_\_\_\_\_.  
(iii) Date of payment : \_\_\_\_\_.  
(iv) Receipt No. : \_\_\_\_\_.

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

(These particulars should be given compulsorily).

## 12. Applicant's Declaration/Certification :

I do hereby certify that the particulars given by me in the application are true and correct. I am aware that if any particulars contained herein are found to be false or incorrect, I am liable to disqualification if detected before selection or discontinuance after selection. Furthermore, I would abide by rules and regulation of the Commissioner General of Examinations regarding the conducting of the examination.

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

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

## 13. Attestation of Applicant's signature (Delete whichever inapplicable) :

I certify that Mr./Mrs./Miss. .... who is submitting this application is personally known to me and that he/she placed

his/her signature in my presence on this ..... day of ..... 2014. I also certify that he/she has paid the due examination fee and has attached the paid receipt.

Signature of Attestor : \_\_\_\_\_.  
Full Name of Attestor : \_\_\_\_\_.  
Designation : \_\_\_\_\_.  
Address : \_\_\_\_\_.  
Date : \_\_\_\_\_.

*Note.* – The attestation should be made by a person referred to in Paragraph 7(V) of *Gazette* Notification.

14. I certify that Mr./Mrs./Miss. .... who is submitting this application is an employee of this Ministry/ Department/Board/Corporation. In the event of his/her selection for the above post he/she can be released.

\_\_\_\_\_  
Signature of the Head of the Department.  
(Official Stamp) :

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

Name of the Head of the Department : \_\_\_\_\_.

Designation : \_\_\_\_\_.

Address of the Department : \_\_\_\_\_.

05-237/3