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

අංක 2,275 - 2022 අප්‍රේල් මස 08 වැනි සිකුරාදා - 2022.04.08  
No. 2,275 - FRIDAY, 08 APRIL, 2022

(Published by Authority)

### PART I: SECTION (IIA) – ADVERTISING

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

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*Note.-* Institution of Building Services Engineering & Technology of Sri Lanka (Incorporation) Bill is published as a supplement to the part II of the *Gazette of the Democratic Socialist Republic of Sri Lanka* of 25th March 2021.

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

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

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

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 29th April, 2022 should reach Government Press on or before 12.00 noon on 12th April, 2022.

#### Electronic Transactions Act, No. 19 of 2006 - Section 9

Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the Gazette, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the Gazette.,

GANGANI LIYANAGE,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
01st January, 2022.

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.

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

## Posts - Vacant

### JUDICIAL SERVICE COMMISSION

#### Appointment of Members to the Maintenance Board of Elders 2022

THE Judicial Service Commission has decided to call for applications from Sri Lankan citizens of excellent moral character, good health, eminence and integrity who have knowledge and experience in the fields of

01. Law
02. Management
03. Human Resources
04. Social Services
05. Medicine or Counseling

to be members of a Maintenance Board of Elders for a period of 3 years according to section 24 of the protection of the Rights of Elders act No.: 09 of 2000 as amended by section 08 of the protection of the Rights of Elders (Amendment) Act No: 05 of 2011.

Applications should be sent to reach the Secretary, Judicial Service Commission Secretariat, Colombo 12, on or before **06.05.2022**.

The allowances paid to the appointed members of the Board are as follows.

1. Chairman  
Monthly Allowance (all inclusive) - Rs. 35,000/-
2. Members  
Daily allowance (maximum up to 5 days) - Rs. 5,000/-

H. SANJEEWA SOMARATNE,  
Secretary,  
Judicial Service Commission.

Judicial Service Commission Secretariat,  
Colombo 12.  
31st March, 2022.



## Examinations, Results of Examinations & c.,

### DEPARTMENT OF EXAMINATIONS, SRI LANKA

#### Structured Interview for Recruitment to Grade III Posts of Management Assistant Technological Segment 3 Service Category – 2019 (2022)

APPLICATIONS are being called from qualified Sri Lankan citizens for recruitment to the following posts of Management Assistants' Technological Segment 3 Service Category of the Department of Examinations, Sri Lanka.

Consecutive No.	Post	No. of vacancies
01	Offset Litho Printing Machine Operator	14
02	Letterpress Machine Operator	03
03	Preprinting Planner	01
04	Computer Typesetter and Printing Designer	08
05	Printing Finisher	02
06	Printing Mechanic	02

#### 01. Method of Recruitment:

Among the candidates who perfected the qualifications indicated in the notification and who obtained highest marks as per the results obtained at a structured interview conducted by the Commissioner General of Examinations only in Colombo and at a professional (practical) test which assess the practical knowledge and skills with respect to the post will be selected to fill the vacancies of grade III posts of Management Assistants' Technological Segment 3 Service Category. The structured interview will be conducted in accordance with the marking scheme (indicated under No. 05) approved by the Commissioner General of Examinations.

The Commissioner General of Examinations will decide the date to conduct the structured interview.

#### 02. Qualifications:

##### I. General Qualifications :

- The applicant should be a Sri Lankan citizen.
- Should be of excellent character and sound health.

- Should not be clergy of any religious order.
- Male applicants will be given priority as duties should be performed both day & night.
- Should not be an unqualified person to be recruited to the government service in accordance with the paragraph V of the Procedural Rules of the Public Service Commission.
- Should perfect the qualifications required for recruitment to the post in every manner at the deadline of the call of applications.
- Should not be less than 18 years and not more than 35 years of age as at the closing date of applications. In accordance with that only applicants whose birthdays are on or before **29.04.2004** and on or after **29.04.1987** are eligible to apply for this.

##### II. Educational Qualifications :

- (a) Should have passed six (06) subjects in one sitting with credit passes for Sinhala/ Tamil / English language, Mathematics and two (02) other subjects at the G.C.E. (O/L) Examination.
- (b) The post Computer Typesetter and Printing Designer only requires a credit pass for English Language at G.C.E. (O/L) Examination, in addition to the above (a) qualification.

##### III. Professional qualifications :

- (a) Possessing National Vocational Qualification (NVQ) Level 4 with regard to the respective fields of above each post recognized by Tertiary and Vocational Education Commission or any other equivalent professional qualification obtained with regard to the above respective fields and recognized by the Commission.

Note : Printing and/ or Electrical technology field will be applicable for the post of Printing Technician.

##### IV. Experience : 05 year experience in a field related to the post applying.

Note : Where if no sufficient number of candidates have applied with prescribed service experience in a field related to the applying post, the remaining vacancies will be filled subject to a one year training period by the candidates who have fulfilled other qualifications except for the service experience.

##### V. Physical fitness:

All candidates are expected to be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.

### 03. Conditions to assign employees in service and service conditions:

- I. This post is permanent and pensionable. You will be subject to a policy decision made by the government in future on the pension scheme entitled to you. Furthermore, relevant contributions should be made to Widows'/Widowers' and Orphans' Pension Scheme. You should make contributions towards it in a manner stipulated by the government from time to time.
- II. These positions are limited only to the Department of Examinations, Sri Lanka.
- III. This appointment is subject to a probationary period of 03 years. The 01st Efficiency Bar Examination indicated in the 3rd schedule of the Printing Service Minute of the Department of Examinations, Sri Lanka should be, passed within 03 years after appointing to such post.
- IV. This appointment is subject to rules, regulations & conditions stipulated in the Printing Service Minute of the Department of Examinations Sri Lanka, the Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations of the government, other orders of the department, and other provisions and orders issued by the government from time to time.
- V. Duties should be discharged both day & night on the necessity of the service and even on holidays industriously as per the availability of duties.

### 04. Salary Scales :

This post has a monthly salary scale of Rs.29,840/- 10x300-11x350-10x560-10x660- Rs.48,890/- (MT 1 - 2016).

05. The following marking scheme will be utilized for the structured interview:

This structured interview will be held in Sinhala, Tamil and English media and the applied medium could not be changed later.

Main areas of awarding marks	Maximum marks
i. Educational qualifications	30
ii. Professional qualifications	30
iii. Experience in the relevant field	35
iv. Skills displayed at the interview	05
Total marks	100

Marks will be granted within the boundary of maximum marks allocated for main areas of awarding marks indicated in the above table. The Commissioner General of Examinations will approve a detailed marking scheme to grant such marks.

Candidates should obtain minimum of 40% marks to pass the structured interview and after the structured interview in accordance with the nature of the respective positions, thrice the number of vacancies will be referred to the professional (practical) test.

Recruitments will be made to fill the existing vacancies in accordance with the order of priority of the applicants who obtained the highest marks at the professional practical test.

#### Note :

- I. Suitable candidates will be recruited according to the order of the merit of total marks achieved by each candidate at the professional assessment test and structured interview.
- II. Candidates recruited subject to a one year training period should appear for a professional assessment test conducted by the Commissioner General of Examination at the end of training period and only the candidates who pass the test will be recruited on permanent basis.

### 06. Examination Fee :

The examination fee is Rs. 250.00. This fee can be paid only to a post office or sub post office in the island under the revenue head 20-03-02-13 of the Commissioner General of Examinations on or before **29.04.2022** The receipt issued in this regard should be affixed on the relevant cage in the application, so as not to be detached. (Should retain a photocopy of the receipt for future use.) Examination Fee should be paid separately for each and every application submitted by an individual applicant. The examination fee will not be refunded under any circumstances and money orders and stamps will not be accepted.

### 07. Forwarding the application :

- I. Application should be sent by registered post on or before **29.04.2022** so as to receive the address "Commissioner General of Examinations, Administration branch, Department of Examinations, Sri Lanka, P.O.Box 1503, Colombo". Applications received after the closing date will be rejected.
- II. A specimen application form of the application that should be forwarded is indicated at the end of this notification. Applicants should prepare their

applications using A4 size paper in such a way that paragraph numbers 01 to 06 should appear on the first page and the rest of paragraphs should appear on the other pages. Name of the examination indicated on the head of the application should be indicated in English apart from Sinhala in Sinhala applications and apart from Tamil in Tamil applications.

\* Since applications which are not in compliance with the prescribed specimen application form and incomplete applications will be rejected without any notice, applicant should check and confirm whether the application is in compliance with the specimen application given in the examination notification, and whether the application is accurately completed subsequent to entering all information, and whether the details of the relevant receipt are included in the application after the respective examination payment and whether the receipt is pasted before sending the application.

- III. “Structured Interview for Recruitment to Grade III Posts of Management Assistant Technological Segment 3 Service Category – 2019 (2022)” should be indicated on the top left hand corner of the envelope in which the application is enclosed. If an applicant wishes to apply for more than one post, separate applications should be submitted for each and every post.
- IV. Applicant's signature should be attested on the application. The signature of an applicant of a certain institution should be attested by the head of the institution or an officer authorized by him and any other applicant should get his/her signature attested by a head of a government school/ retired officer, Grama Niladhari of the Division, Justice of Peace, commissioner of oaths, Attorney – at –Law, Notary Public, a commissioned officer of three armed forces, a permanent government or local government staff grade officer, the incumbent of a Buddhist temple, chief monk or the incumbent of a place of worship or any clergy holding a recognized position.
- V. The applications that do not comply with the specimen application herein will be rejected. Any complaint regarding loss or delay of applications in the post will not be entertained.

**08. Appearing for the structured interview :**

- I. All applicants who are in the age boundary mentioned in the notification and who have paid the prescribed examination fees and forwarded their duly perfected applications with the respective receipt on or before the prescribed date will receive

calling letters to appear for the structured interview by the Commissioner General of Examinations on the presumption that only those who possess such qualifications as indicated in the gazette notification have applied.

- II. Issue of a calling letter to an applicant to appear for the structured interview does not mean that the applicant has fulfilled the required qualifications for this post.
- III. Once the calling letters are issued to the candidates, a press notice informing such issuance will be published by the Department of Examinations, Sri Lanka. Applicants who do not receive their calling letters, even after 2 or 3 days of such notification should inquire from the Administration branch of the Department of Examinations, Sri Lanka in the manner specified in the advertisement. When inquiring so, indicate accurately the name of examination the applicant applied for, full name of the applicant, National Identity Card Number and the address. In case of an applicant outside Colombo, it will be more effective to forward a letter of request along with the above information, indicating a fax number to which the copy of the calling letter could be faxed in a rapid manner to the fax number indicated in the notice. When inquiring so, it will be advantageous to keep in hand the photocopy of the application form kept at your possession and the copy of the payment receipt received after paying the respective examination fee and the receipt of registration received when posting the application to prove any particulars asked by the Department of Examinations.
- IV. Candidates of the structured interview are bound by the rules and regulations imposed by the Commissioner General of Examinations on conducting the structured interview. He or she will be liable to any punishment imposed by the Commissioner General of Examinations for breach of such rules.

**09. Identity of the candidate:**

The Candidates should prove their identity to the satisfaction of the structured interview board by providing one of the following documents.

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

Also, candidates participating for the structured interview should arrive without covering the face and ears so as to verify their identity. Candidates who refuse to verify their identities will not be allowed to face the

structured interview. Further, candidates should remain without covering the face and ears so as to be identified by the examination authority until the structured interview is finished and candidates are allowed to leave.

- 11. The commissioner General of Examinations reserves the right to fill or refrain from filling the vacancies.
- 12. In the event of any incongruity or inconsistency among the Sinhala, Tamil and English medium notifications of this notice, the Sinhala notification should prevail.

**10. Furnishing false information:**

If it is found prior to the recruitment that any information provided in the application you forwarded are untrue and inaccurate, your candidature is liable to be cancelled. If such untrue or inaccurate information is revealed after the recruitment, actions will be taken to dismiss you from the public service under the respective legal procedures.

L.M.D. DHARMASENA,  
 Commissioner General of Examinations.

Department of Examinations,  
 Sri Lanka, Pelawatta,  
 Battaramulla.  
 08.04.2022

**Specimen Application Form**

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 කළමනාකරණ සහකාර තාක්ෂණ ඛණ්ඩය 3 සේවා ගණය III ශ්‍රේණියේ තනතුරුවලට බඳවා ගැනීමේ  
 ව්‍යුහගත සම්මුඛ පරීක්ෂණය - 2019 (2022)

Department of Examinations, Sri Lanka  
Structured Interview for Recruitment to Grade III Posts of Management Assistant Technological Segment 3 Service  
Category – 2019 (2022)

(Indicate clearly the correct symbol/ number in the cage provided when it is necessary)

Language medium to appear for the structured interview	
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(For office use)

Sinhala - 2/ Tamil - 3/ English - 4

Post applying for	
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(Indicate the number with regard to the post applying for in the cage)

Post Title	Number
i. Offset Litho Printing Machine Operator	1
ii. Letterpress Machine Operator	2
iii. Preprinting Planner	3
iv. Computer Type setter & Printing Designer	4
v. Printing Finisher	5
vi. Printing Mechanic	6

1. 1.1 Full name (in English capital letters):

.....  
 .....



1.2 Name with initials while providing initials at the end: (In English capital letters) Ex: BANDARA A.B.C.  
.....

1.3 Full name (in Sinhala/ Tamil):  
.....

2. 2.1 Permanent address (in English capital letters):  
.....  
.....

2.2 Permanent address (in Sinhala/ Tamil):  
.....  
.....

2.3 Address to which the calling letter should be sent (in English capital letters):  
.....  
.....

3. Sex:  Male – 0    Female - 1

4. National Identity Card No. :

5. Telephone Number:

6. 6.1 Date of birth:

Year:        Month:      Date:

6.2 Age as on the closing date of calling of applications: (29.04.2022)

Years:      Months:      Days:

7. Marital Status :  Married – 01    Unmarried - 02

8. Educational qualifications :

8.1 Details of the G.C.E. (O/L) examination :

Year and Month of the examination : .....

Index number : .....

<i>Subject</i>	<i>Grade</i>	<i>Subject</i>	<i>Grade</i>
01.		06.	
02.		07.	
03.		08.	
04.		09.	
05.		10.	

9. Professional qualifications:

<i>Course</i>	<i>Year followed</i>	<i>Technical institution</i>	<i>NVQ level</i>

9.1 It is compulsory to submit a letter to the structured interview board which was obtained from the Tertiary and Vocational Education Commission confirming the respective NVQ level of each certificate you forward.

10. Experience gained in the relevant field:

.....  
 .....

11. Other educational and professional qualifications:

.....  
 .....

12. Have you ever been convicted by a court of law? In case 'yes', give particulars.

.....  
 .....

13. Details of the payment of the examination fee :

- 13.1 Name of the Post office to which the examination fee was paid : .....
- 13.2 Receipt No. and date : .....
- 13.3 Amount paid : .....

Affix the receipt here so as not to be detached.

14. Certification of the applicant:

- 14.1 I solemnly declare that the particulars provided by me in this application are true and accurate to the best of my knowledge. I agree to bear the loss that could be incurred due to unfilled and /or inaccurately filled sections in the application. Further I declare that all sections herein are perfected accurately.
- 14.2 I am aware that I will be liable to be disqualified prior to the appointment and to be dismissed subsequent to receiving the appointment in case any information provided by me are proved to be false.
- 14.3 Moreover, I declare that I will abide by the rules and regulations imposed by the Commissioner General of Examinations on conducting the structured interview.
- 14.4 I will not alter any information provided herein later.

Date:.....

.....  
 Signature of the applicant

15. Attestation of the applicant's signature:

I, hereby certify that Mr/Mrs/Ms ..... who submits this application is known to me personally and that he/she placed his/her signature in my presence today.

.....  
 Signature and the official frank of the attester

Name : .....  
Post : .....  
Address : .....  
Date : .....

16. The applicants who are already in the public service should forward their applications with the following certificate by their respective institution heads.

I hereby certify that the aforementioned Mr. / Mrs. / Ms. ....serves this department and the information provided by him / her are accurate and in case he / she is selected for this position, he/she could be released.

.....  
Signature and the official frank of the  
institution / department head.

Name : .....  
Designation : .....  
Address : .....  
Date : .....

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