

My No:MA/MS/B/01/2014  
Ministry of Health,  
“Suwasiripaya”,  
385, Baddegama Wimalawansa Mw,  
Colombo -10

17.10.2014

Provincial Secretaries of Health Services,  
Provincial Directors of Health Services,  
Regional Directors of Health Services,  
Directors & Medical Superintendents of Hospitals,  
Directors of Programmes & Decentralized Units,  
District Medical Officers of Divisional Hospitals,  
Heads of Institutions concerned.

**Annual Transfer of Grade Medical Officers – 2015**  
**(Amended noted list)**

Further to my even letter number dated 16.09.2014.

The amended noted list for Grade Medical Officers for Annual Transfers 2015 is published herewith. The amended list has been prepared considering requests received from relevant authorities on or before the stipulated deadline for change/correction/withdrawal.

Web based application has been developed and will be implemented for Annual Transfers 2015. **Hence, All Medical Officers are kindly requested to apply only through web based application appearing on www.health.gov.lk and send the printed copy of the same application through proper channel. It should be handed over to the respective Heads of Institutions on or before 29.10.2014**

Please be advised;

1. Heads of the institutions are requested to forward such printed copy of the applications to reach this office on or before **31.10.2014** to the following address. Heads of the institutions are kindly requested to deliver by hand if possible in order to adapt to the Ministry of Public Administration guidelines. Please note that the Ministry of Health will not hold any responsibility with regard to the applications reaching this office after **1.11.2014**.

**Dr.Lal Panapitiya**  
**Director (Medical Services)**  
**Ministry of Health**  
**“Suwasiripaya”**  
**385, Rev.Baddegama Wimalawansa Mawatha**  
**Colombo 10.**

2. Medical Officers who are noted for transfers and failing to submit their transfer applications in time are liable to be transferred out to a station at the discretion of the Transfer Board.

3. All applicants should mention a sufficient number of preferences according to their seniority position in the list. Any applicant who fail to mention sufficient number of preferences are liable to be given a station at the discretion of the transfer board. Any manual alterations of the printed form will not be entertained.

4. All relevant documents required (grade promotion letter to current grade, duty assumption letter to the present permanent station, NIC copy [if age more than 57 years]) should be submitted with the Annual Transfer 2015 application.

5. Clarifications and assistance on web based application can be sought from Medical Service Information Unit on 0115244111.

6. Any medical officer with a pending transfer order will not be eligible to apply for the Annual Transfers 2015.

7. Grade Medical Officers who are more than 57 years of age by 31.12.2014 and wish to stay in the same station are requested to appeal through the online application. The Transfer Board reserves the right to change the post while preserving the station when granting the extension.

8. Grade Medical Officers who request concession on medical grounds are requested to accompany a government medical certificate from a relevant consultant obtained within the last 6 months.

9. Grade Medical Officers who apply for extension / concession on medical grounds or age grounds are strongly advised to submit an adequate preference list as extension of the current appointment is at the discretion of the transfer board.

**Submission of false information and/or any attempt of manipulation in relation to the process of annual transfers will be punished through initiation of disciplinary actions.**

**Somarathne Vidanapathirana  
Actg. Secretary  
Ministry of Health**

**Note: You are kindly requested to inform the Consultants in your institutions by an internal circular to prepare their units by training Medical Officers in order to release the noted Medical Officers for the Annual transfers 2015.**