

දුරකථන) 0112669192 , 0112675011
දුරකථන) 0112698507 , 0112694033
Telephone) 0112675449 , 0112675280

ෆැක්ස්) 0112693866
ෆැක්ස්) 0112693869
Fax) 0112692913

විද්‍යුත් තැපෑල) postmaster@health.gov.lk
மின்னஞ்சல் முகவரி)
e-mail)

වෙබ් අඩවිය) www.health.gov.lk
இணையத்தளம்)
website)



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சுவசிரிபாய
SUWASIRIPAYA

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எனது இல) CF/EXO/13/2016
My No.)
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Your No. :)

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திகதி) 10.11.2016
Date)

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சுகாதாரம், போஷணை மற்றும் சுதேச வைத்திய அமைச்சு
Ministry of Health, Nutrition & Indigenous Medicine

General Circular Letter No: 02 - 189 / 2016

Provincial Health Secretaries,
Deputy Director General – National Hospital of Sri Lanka,
Provincial Directors of Health Services,
All Hospital Directors Under the Line Ministry,
Regional Directors of Health Services,
Heads of Departments.

**Third Efficiency Bar Examination for the Related Officer
Service Category (MN-4-2006(A) of the Ministry of Health,
Nutrition and Indigenous Medicine - 2016 (2nd Term)**

It is hereby notified that the Efficiency Bar Examination which should be passed by the officers of the Related Officer Service Category for which MN-4-2006 (A) salary scale is stipulated of the Ministry of Health, Nutrition and Indigenous Medicine before expiry of 5 years from the date of promotion to Grade 1, will be held on **06.12.2016** in Sinhala, Tamil and English media . Place and time of the examination will be mentioned on the admission card.

02. Qualifications

Officers who have been promoted to Grade I of a post for which salary scale MN-4-2006 (A) is stipulated of the Related Officer Service Category of Ministry of Health (Welfare Officer, Publication Officer, Micro Photographer, Audio-visual Officer, Community Health Social Service Officer) and officers who have not yet completed the examination are eligible to apply for this examination.

03. Applications

Applications prepared by the candidates in accordance with the specimen form of application appended to this circular should be sent by registered post to reach “ Director (Examinations) Suwasiripaya, No.385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before **29.11.2016** through the respective Head of Institute. The Head of Division should certify that the particulars furnished in each application are correct. A self-addressed two envelopes (official or private

address) in the size of 9" x 4" inches, affixed stamps to the value of Rs. 35.00 should be sent along with the application. Applications received after the closing date, incomplete or inaccurate will be rejected without notice.

N.B. :

Applications should be prepared using a paper of size A4 in such a way that the Nos 01 to 03 appear on the 1st side of the paper whilst the Nos 04 to 08 appear on the 2nd side of the paper. Applications that do not comply with the above format will be rejected without notice.

04. Examination fees:-

- I Candidates who sit the examination for the first time need not pay examination fees. However in every subsequent sitting they should affix stamps to the value of Rs. 25/= per subject in the stamps cage provided in the application and cancel the same by placing their signature and the date.
- II The fees once paid will not be allowed to transfer for any other examination or refunded under any circumstances.

05. Admission to the Examination :-

- I Candidates whose applications have been accepted will be issued with admission cards. The admission cards should be duly completed and submitted to the Supervisor at the Examination centre. Otherwise they will not be allowed to sit the examination.
- II Candidates should prove their identity to the Supervisor at the examination hall. For this purpose one of the following documents will be accepted.
 - (a) National Identity Card
 - (b) Identity Card issued by the Department
 - (c) Valid Driving License
 - (d) Valid Passport

06. Scheme of the Examination:-

This examination consists of one question paper called General Question paper which contains easy type questions. Duration is 03 hours for this paper. Total Marks 100. At least 40% of marks should be obtained to pass the examination.

07. Syllabus of the Examination

- Reading and comprehending notes of a certain statement or a discussion and then preparing a letter and a report.
 - Preparing a letter (25 marks)
 - Preparing a report (25 marks)
- Measuring the ability to analyze the comprehension on current social incidents .
 - 2 questions out of 04 questions on Case Studies should be answered. (50 marks for 02 questions. 25 marks for each question)

08. To follow the Regulations Related to Examination Procedure

Candidates are warned against copying or attempting to copy from the script of another candidate or from any book or paper or notes whatsoever. No candidate should attempt to look at the script of another candidate and should not help any candidate either help another candidate or obtain help from another candidate or person. Further Mobile phones & the similar electronic equipments should not be used. Any candidate who disregards this rule is liable to punishment.

09. Please bring the contents of this circular to the notice of all relevant officers in your Division/ Specialized Campaign/ Institution who are in the posts for which the salary scale MN-4-2006 (A) is stipulated of Related Officer Service Category of Ministry of Health. The information is also available on the web site –www.health.gov.lk

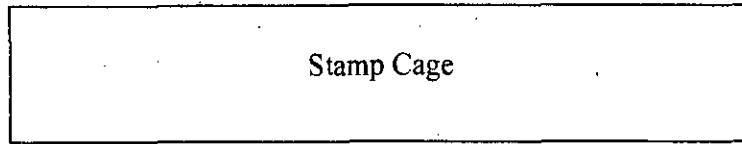
N.B. :

In the event of any inconsistency between the Tamil and English translations of the notification Sinhala medium notification will prevail.

M B L Rahuman
Deputy Director General (Admin II)
For Secretary
Ministry of Health, Nutrition & Indigenous Medicine

M. B. L. Rahuman
Deputy Director General (Admin) II
Ministry of Health, Nutrition & Indigenous Medicine,
"Suwasiripaya",
385, Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10.

04. (a) Whether you sit for the examination for the first time: -.....
(b) If not so, have you affixed stamps to the application?



05. **Certification of the candidate :-**

- (I) I do hereby certify that the particulars furnished by me in this application are true and accurate to my knowledge and I need not affix stamps since I sit the Examination for the first time / have affixed stamps to the value of Rs. since I repeat the Examination, and the stamps affixed by me to the application genuine and not used before.
- (II) I agree to abide by the rules and regulations imposed on this examination by Ministry of Health, Nutrition & Indigenous Medicine and I agree with whatever decision taken to cancel my candidature, if it is found that I am not eligible according to the rules of this examination.

Date :

.....
Signature of the candidate

06. **Certification by the officer in charge of personal files**

I certify that Mr./Mrs./Miss..... has correctly handed over me the duly filled application before the closing date and particulars furnished in this application are true and accurate as per the personal file and kept a copy of this application attached to the personal file.

Date :

.....
Name and Signature

07. **Certification of Head of Institution:**

I certify that Mr./Mrs./Miss..... serves as a in this institution, and the particulars furnished by him/her in the application are correct in accordance with the particulars available in his/her personal file, and he/she sit the examination for the first time and he/she is eligible to sit for the examination and he/she placed his/her signature in my presence.

Date :

.....
Signature of the Head of Institution
(Rubber Stamp)

08. **Certificate of the Head of Decentralized unit / specialized Campaign**

I certify that Mr./Mrs./Miss..... serves as a in my Unit/ Campaign and particulars furnished in the application are correct in accordance with the particulars available in the personal file of the candidate and he/she is eligible to sit for this examination.

.....
Date

.....
Signature of Head of Decentralized Unit /
Specialized campaign (Frank / Rubber stamp)