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சுவசிரிபாய
SUWASIRIPAYA

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My No.) CF/EXQ/01/2016

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சுகாதாரம், போஷணை மற்றும் சுதேசவைத்திய அமைச்சு
Ministry of Health, Nutritions & Indigenous Medicine

General Circular Letter No.- 02 - 196 / 2016

Provincial Health Secretaries (For North, North Central, Sabaragamu, Southern ,
Western, Eastern & Central Provinces)

Deputy Director General National Hospital of Sri Lanka

Provincial Directors of Health Services (For North, North Central, Sabaragamu, Western, Eastern & Central Provinces)

Directors of Hospitals under the Line Ministry and Heads of Institutions

Regional Directors of Health Services (For North, North Central, Sabaragamu, Southern,
Western , Eastern & Central Provinces)

Heads of Decentralized Units

Second Efficiency Bar Examination for the Posts of Primary Semi Technical Officers' Service Category (PL- 02—2006 (A)) of the Ministry of Health , Nutritions & Indigenous Medicine - 2016

It is hereby notified that the Second Efficiency Bar examination for the posts of Primary Semi Technical Officers' Service Category of the Ministry of Health , Nutritions & Indigenous Medicine for which the prescribed salary is (PL- 02 - 2006 (A)) and which should be passed before expiry of 03 years after promotion to Grade II will be conducted in the Sinhala, Tamil and English media on 31.12.2016. Venue and the time of the examination will be mentioned on the admission card.

02. Qualifications:

The employees who are serving in a post under the primary semi skilled service category for which the prescribed salary scale is (PL-02-2006 A)(Painter, Fork Lift Operator, Generator Operator, Boiler Operator, Shoe maker, Limb Maker, Animal Supervisor, Surgery Equipment Maker, Dark Room Assistant, Entomological Field Attendant, Plumber/ Pump Operator, Bungalow Keeper, Barber, Carpenter, Leather Worker, Welder, Connector, Mettle Worker, Corsetiere, Lathe Machine Operator, Mason, Black Smith, Cook, Sewing Assistant, Painter (Artist), Laboratory Assistant, Attendant, Telephone Operator, Hospital Overseer) who have been absorbed in to Grade II/ who have been promoted to grade II and not yet mentioned below completed the examination are only eligible to apply for this examination.

03. Officer exempted from the Efficiency Bar Examination

- (i) Officers who have completed a satisfactory minimum period of 13 years' service in a relevant post as at 14.08.2012 are exempted from the efficiency bar examination prescribed for Grade II (from the 2nd efficiency bar examination) in the relevant post. (Officer appointed to the post before 14.08.1999 and absorbed into Grade II are eligible for exemption.)

- | | | |
|------------------------------|------------------------------|------------------------|
| i. Surgical Appliances Maker | v. Painter | ix. Fork Lift Operator |
| ii. Leather Worker | vi. Black Smith | x. Welder |
| iii. Seamstress | vii. Barber | xi. Limb Marker |
| iv. Fitter | viii. Health Laboratory Aide | xii. Machine Operator |

(ii) Officers who have appointed to the relevant post before 01.01.2006 and have completed a satisfactory minimum period of 03 years' service in a relevant post mentioned below as at 14.08.2012 and have been absorbed into Grade II in the relevant post.

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|----------------------|-------------------------|------------------------------------|
| i. Animal Supervisor | vii. Carpenter | xiii. Lathe Machine Operator |
| ii. Shoe Maker | viii. Plumber | xiv. Entomological Field Attendant |
| iii. Tinker | ix. Mason | xv. Dark Room Assistant |
| iv. Cook | x. Corsetiere | xvi. Circuit Bungalow Keeper |
| v. Artist | xi. Hospital Overseer | |
| vi. Attendant | xii. Telephone Operator | |

04. Applications:

Applications prepared by the candidates in accordance with the specimen form of application appended at the end of 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 **05/12/2016** through the respective Head of Institution. The accuracy of the particulars furnished in each application should be certified by the Head of Division. A self addressed two (02) envelopes (Official or private address) in the size of 9"x4" inches, affixed with 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 A4 size in such a way that the Nos. 01 to 05 appear on the 1st page whilst the Nos. 06 to 09 appear on the 2nd page. Applications that do not comply with the specimen will be rejected without notice

05. Examination Fees:

- I. Candidates who sit the examination for the first time are exempted from paying examination fees. Other candidates should affix stamps to the value of Rs. 25/= per subject in the application and cancel the same by placing his/her signature.
- II. The examination fees paid will not be transferred to any other examination or refunded under any circumstance.

06. Admission to the Examination:

- I. Admission cards are issued to the candidates whose applications are accepted. The admission card should be duly completed and submitted to the supervisor of the examination centre. Otherwise, it will not be allowed to sit for 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

07. Scheme of the Examination

- This examination consists of two papers viz. Establishments code and Financial Regulations and Subject Knowledge.
- Establishments Code and Financial Regulations paper consists of a multiple choice and structured questions. Duration is 2 hours. Total marks 100 and minimum 40% marks should be obtained to pass the examination.
- Subject Knowledge paper consists of a multiple choice and structured paper. Duration is 02 hours. Total marks 100 and minimum 40% should be obtain to pass the examination.

08. Syllabus:-

Question Paper	Syllabus
Establishments Code and Financial Regulations	Following Facts From the Establishments Code and Financial Regulations: <ul style="list-style-type: none">• Following chapters of the Establishment Code - Termination of Appointments- (V)Holiday Pay and Allowances - (VIII)Travelling Expenses - (XIV)Salary Loans /Advances and authority - (XXIV) Following chapters of the Financial Regulations -Establishment Code approval, certification, payment, losses and waivers (FR 101 and from FR 200 to FR 205)
Subject Knowledge relevant to the post	Checking whether a sufficient knowledge and proficiency have been obtained on names of equipment frequently used in the profession the order in which they are kept and different functions assigned to the post.

09. 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.

10. Please bring the contents of this Circular to the notice of all relevant officers in your Division /Specialized Campaign/ Institution who have been promoted to Grade II of the Primary Semi Technical Officers' Service Category for which the salary scale (PL- 02—2006 (A)) is stipulated of the Ministry of Health & Indigenous Medicine.

(This information can also be obtained from the web site - www.health.gov.lk)

n.b - Sinhala medium notification on examination will be effected if any contradictory is arisen in the examination notifications published in Tamil and English mediums.

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

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

Specimen Form of Application

Second Efficiency Bar Examination for the Posts of Primary Semi Technical Officers' Category
(PL- 02—2006 (A)) in the Ministry of Health, Nutritions and Indigenous medicine - 2016

01. (a) (i) Name of the Applicant (In Sinhala / Tamil with initials at the end).....
.....
- (ii) Name of Applicant (In block capitals with initials at the end)
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| | | | | | | | | | | | | | | | | | | | | |
- (iii) Names denoted by initials(In Sinhala/ Tamil)
- (iv) Names denoted by initials (In block capitals)
- | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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| | | | | | | | | | | | | | | | | | | | | |
- (b) (i) Date of Promoted / Absorb Grade II :
- (ii) Reference number and the date of the letter of Promotion / Absorb Grade II :
.....
- (iii) Present annual salary :
- (iv) Identity card No :

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- (v) Mobile No

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02. (a) Present Working Station:.....
(In Sinhala/Tamil):.....
- (b) Working Station under the line ministry or provincial council:
- (c) If Provincial Council mention Province:
- (d) Whether a self-addressed two envelopes in the size of "9"x"4" inches with stamps affixed to the value of Rs. 35.00 has been attached to the application to post the Admission Card.
- (e) (i) Postal Address (In Sinhala/ Tamil).....
.....
- (ii) Postal Address (In Block Capitals).....
.....
03. Medium in which you sit for the examination (Sinhala/English/Tamil).....
04. (a) Whether you sit for the examination for the first time?.....
- (b) If not so, have you affixed stamps to the application?.....

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05. Certification of the Candidate:

I agree to abide by the rules and regulations stipulated by Ministry of Health for the conduct of the examination and if I am found to be ineligible in accordance with the scheme of examination, I agree with whatever decision taken for the cancellation of my candidature.

Date:.....
Signature of the Applicant

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. Certification 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 the Head of the
Decentralized Unit/Specialized Campaign
(Rubber Stamp)