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இணையத்தளம்)
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சுவசிரிபாய

SUWASIRIPAYA

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சுகாதார அமைச்சு

Ministry of Health

මගේ අංකය)
எனது இல)
My No.) CF/EXD/03/2024

ඔබේ අංකය)
உமது இல)
Your No. :)

දිනය) 27/03/2024
திகதி)
Date)

General Circular Letter No: 02-57/2024

Provincial Health Secretaries,
Deputy Director General - Sri Lanka National Hospital,
Director – National Hospital- Kandy,
All Hospital Directors under the Line Ministry,
Provincial Directors of Health Services,
Regional Directors of Health Services and,
Heads of Institutions,

Efficiency Bar Examination for Health Dental Technicians belonging to the Paramedical service who are Grade II and on the salary scale (MT -06) in the Ministry of Health -2024 (First Term)

It is hereby notified that the Efficiency Bar Examination which should be passed by Dental Technicians Grade II within three years from the date of promotion to Grade II, Efficiency Bar Examination will be held on 18.05.2024 and 19.05.2024 respectively in the medium of Sinhala, Tamil and English. (Subject Related Written question paper will be conducted in English medium only) The venue and the time of the examination will be mentioned in the admission card.

02. Qualifications

Officers who have been appointed to a post of Dental Technicians Grade II, and not yet completed this examination are only eligible to apply for this examination.

N.B. Take necessary actions to send applications of the officers only who has been promoted to grade II 22/04/2024 and already received the appointment letters. (It is mandatory to attach a certified copy of Grade II appointment letter along with the application.)

03. Applications

Applications prepared by the candidates as per specimen appended to this letter should be sent under Registered cover to reach the Director (Examinations) No.385, "Suwasiripaya" Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before 22/04/2024 through their Heads of Institutions. The name of the examination applied for should be mentioned as "Efficiency Bar Examination for Health Dental Technicians Grade II – 2024 (First Term)" on the top left corner of the envelop. It is mandatory that the subject officer in charge of the personal files and the head of the institution certify that all the information provided in each application is correct that the applicant meets the required qualifications to appear for this efficiency bar examination head of division. One self-addressed envelope (Candidates can write their official or private address) in the size of 9" x 4" inches, affixed with stamps to the value of Rs. 110.00 should be sent along with the application. Applications received after the closing date, incomplete or inaccurate will be rejected without notice.

Note: The application should be prepared using an A4 paper based on the specimen form of application so as to accommodate from 01 to 04 on the first page and from 05 to 09 on the second page. Applications which do not conform to above will be rejected without any information.

04. Examination fees:-

- i. Candidates who sit the examination for the first time and not need to 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 for in the application and cancel same by placing their signature and the date.
- ii. The fees once paid will not be refunded or transferred to other examinations under any circumstances

05. Admission to the Examination:-

- I Candidates whose applications have been accepted will be issued with admission cards. They should duly complete and submit same 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 centre. For this purpose one of the following documents will be accepted.
 - (a) National Identity Card
 - (b) A formal identity card issued by the Ministry of Health or a relevant institution
 - (c) Valid Driving License
 - (d) Valid Passport

06. Scheme of the Examination :- This examination consists of two parts viz. Departmental Examination and Efficiency Bar Examination. Departmental Examination consists of Written, Oral and Practical Each part is given 100 marks and minimum 40 marks should be obtained for each part to pass the examination.

Efficiency Bar examination consist two Papers viz. Establishments Code and Financial Regulations Each part is given 100 marks. Minimum 40 marks should be obtained for each subject to pass the examination.

The examination can be completed in one or several sittings. Applicants who sit for the examination for the first time should apply for all subjects.

07. Syllabus

07.1 Departmental Examination

07.1.1 Subject Related Written

This paper consists of 8 essay type questions and any 05 questions should be answered. Duration is 03 hours. To pass the examination, minimum 40 marks should be obtained. Total marks is 100.

Syllabus

- 1) Supervision & Using of Dental Laboratory Equipments and Materials.
- 2) Impression casting by using various type of Plaster
- 3) Angel Trimming of Model
- 4) Construction of Special Tray by using Acrylic
- 5) Construction of Full & Partial Bite Blocks by using wax

- 6) Construction of study Models.
- 7) Construction of Full & Partial trials.
- 8) Processing of full & Partical Denturs
(D – Flasking – Trimming – Polishing)
- 9) Denture Repair by using cold cure Arylic
(Re – Lining, Re-Basing, addition)
- 10) Lower Bendnig Work
- 11) Removable Othodontics appliances
- 12) Carving teeth on accurytic dies
- 13) Counstraction of Obturators & Surgical plates

07.1.2 Subject Related Practical Test

Practical Test is related to the subject area on which the subject Related written question paper is based on. Duration based on the test. Total marks is 100

07.1.3 Subject Related Viva Test

The oral test on is based on the subject area and the problems faced when on duty. Syllabus relevant to the subject related written question paper is relevant to this test also. Duration is 15 minutes. Total marks is 100

07.02 Efficiency Bar Examination

07.2.1 Establishments Code

This question paper is based on the chapters of the Establishments Code. This paper consists of 07 essay type questions. Out of that any 04 questions should be answered. Duration for this paper is 02 hours and total marks is 100. Will be given

❖ Establishments Code will be based on following chapters

- | | | |
|----------------|---|---|
| Chapter XV | - | Travel abroad for study Training or on duty. |
| Chapter XVI | - | Holiday Travel |
| Chapter XXIII | - | Special concessions and conditions regarding officers suffering from special type of illnesses. |
| Chapter XXIV | - | Salary loans/Advances |
| Chapter XXV | - | Connections to trade union Members |
| Chapter XXVII | - | Channel of Communication |
| Chapter XXVIII | - | Administrative Procedure |
| Chapter XXX | - | Right of Government over its officers |
| Chapter XXXIII | - | Legal advice and legal actions |
| Chapter XLVII | - | General Conduct and discipline |
| Chapter XLVIII | - | Disciplinary Procedure |

07.2.2 Financial Regulations

Duration is 02 hours. The question paper consists of 07 essay type questions and candidates are required to answer any 04 question out of them.

Financial Regulation will be based on following chapters.

(1) **Chapter VI**

Custody of Public Finances etc.

Imprest and Bank Accounts – Security of Public Finances, Board of Survey, Bank Draft, Bank Accounts. (F.R. 315 – F.R. 396)

(2) **Chapter XIII**

Supply works and services: - Supplies/ Purchasing system, Stores Verifications Storage System, Contracts Deviation from tender procedure (F.R. 708 – F.R. 775)

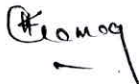
08. To follow the Regulations Related to Examination Procedure

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 equipment's should not be used. Any candidate who disregards this rule is liable to punishment.

09. Please bring the contents of this circular letter to the notice of the relevant officers of your Institution. The information is also available on the website – www.health.gov.lk

Web path : www.health.gov.lk → Staff Access → Administration → Examination → Circulars

N.B.:- Sinhala medium notification on examination will be effected if any contradictory is arisen in the examination notifications published in Sinhala, Tamil and English mediums.


Chamika H. Gamage
Deputy Director General (Admin) II
For Secretary

Chamika H. Gamage
Deputy Director General (Administration II)
Ministry of Health
"Suwasiripaya"
Colombo 10.

05. (a) How you sat this examination before: -.....
(b) If not so, have you affixed stamps to the application?.....

Stamp Cage

06. **Certificate of the candidate :-**

- (i) I do hereby certify that the particulars mentioned by me in this application are true and accurate to my knowledge and that 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 are genuine and not used before.
- (ii) I agree to abide by the rules and regulations stipulated by the Ministry of Health, Nutrition & Indigenous Medicine concerning this Examination and I agree with whatever decision taken to cancel my candidature. If it was found that I am not eligible according to the rules of this examination.

.....
Date

.....
Signature of the candidate

07. **Certification of by the officer incharge of personal files**

I certified that this application was submitted to me before the closing date and that the applicant has filled the application correctly according to the particulars in the personnel file and copy of this application is filed in the personal file.

.....
Date

.....
Name and Signature

08. **Certification of Head of Institution**

I do hereby certify that *Mr/Mrs/Miss..... Serves as a.....in this institution and he / she* sits the Examination for the first time / not for the first time * he / she* need not affix stamps / has affixed stamps to the value of Rs..... to the Application and he / she* placed his / her* signature in my presence.

.....
Date

.....
Signature of Head of Institution/Rubber Stamp

09. **Certificate of the Head of Decentralized unit / specialised Campaign**

Mr/Mrs/Miss serves as a Dental Technician Grade II in my Division / Campaign 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* is eligible to sit for the Examination.

.....
Date

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

* - Delete words which are inapplicable