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சுவசிரிபாய

SUWASIRIPAYA

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சுகாதார அமைச்சு
Ministry of Health

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எனது இல.)
My No.) CF/EXD/04/2024

ඔබේ අංකය)
உமது இல.)
Your No.)

දිනය) 27/03/2024
திகதி)
Date)

General Circular Letter No: 02-58/2024

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 Entomology Officers Grade II in the paramedical service belonging to the salary scale (MT-06) of the Ministry of Health – 2024 (First Term)

It is hereby notified that the Efficiency Bar Examination which should be passed by Health Entomology Officer Grade II in the paramedical service before three years after promotion to Grade II 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

The officers who have been promoted to Health Entomology Officers Grade II, are 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 **"Second Efficiency Bar Examination for Health Entomology Officers in Grade II – 2024 (First Term)"** on the top left corner of the envelope. 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 recommended from 01 to 04 on the first front 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

- 4.1 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 for in the application and cancel same by placing their signature and the date.
- 4.2 The fees once paid will not be allowed to transfer for any other Examination or refunded under any circumstances.

05. Admission to the Examination

- 5.1 Candidates whose applications have been accepted will be issued with Admission Cards and they should duly complete and submit the same to the Supervisor at the examination center. Otherwise they will not be allowed to sit the examination.
- 5.2 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) Departmental Identity Card
 - (c) Valid Driving License
 - (d) Valid Passport

06. Scheme of the Examination

The Examination will be held as **Departmental** and **Efficiency Bar** Examination. The **Departmental Examination** consists of 03 parts viz: **Written test, Viva voce and a Practical test.** **Efficiency Bar Examination** consists of two papers as **Establishments Code** and **Financial Regulations.** Each part will carry 100 Marks. Candidates should obtain at least 40 marks each, to pass the examination. Candidate can complete the examination in one sitting or several sittings.

However, candidates who sit the examination for the first time should sit for all the 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

- i. Elementary / principal factors on mutual relations between the climate and the behaviors.
- ii. Methodologies for the control of all type of vectors
- iii. Categorization and collection of materials for studies
- iv. Larval and grown permanent masses
- v. Collection and maintenance of materials for inspections
- vi. Educational fields and preparation of plans and record data and circulation
- vii. Habits and Habitats of the Medically important insects. Insect biology and Morphology.
- viii. Vector surveillance and Geographical reconiances
- ix. Vector Controlling Methods and Vector Controlling Methods
- x. Health Education and communication.
- xi. Environmental Health and Legal actions.

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.

07.2 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 to the notice of all eligible officers in your Division / Specialized Campaign/ Institution. You will find the same on the website (www.health.gov.lk)

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

Note: In case of any inconsistency between the texts in Tamil and English the text in Sinhala Language shall prevail.

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

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Chamika H Gamage

Deputy Director General (Admin) II

For Secretary

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

Stamp Cage

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

- (a) 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 are genuine and not used before.
- (b) I agree to abide by the rules and regulations stipulated by the Department of Health for the conduct of this Examination and if I was found in eligible in accordance with the scheme of the Examination I agree with whatever decision taken for the cancellation of my candidature.

.....

Date

.....
Signature of the candidate

07. **Certification of The subject officer who keeps the personal files**

It is here certified that the application was forwarded to before the closing date. The application has been completed according to the details of the personnel file by the applicant. A copy of the application has been filed.

.....

Date

.....
Name and Signature

08. **Certification of Head of Institution**

Mr./Ms. is well known to me and he / she sits the Examination for the first time / repeats the Examination * he / she* need not affix stamps / has affixed stamps to the value of Rs. to the Application 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. he / she* placed his / her* signature in my presence.

.....

Date

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

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

Mr./Ms. serves as a Health Entomology Officer 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 /
Specialized campaign
(Frank / Rubber stamp)

* - Delete words which are inapplicable