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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/01/2024

ඔබේ අංකය )  
உமது இல )  
Your No. : )

දිනය )  
திகதி ) 09/04/2024  
Date )

General Circular Letter No: **02-66/2024**

Provincial Health Secretaries

Deputy Director General - National Hospital of Sri Lanka, Colombo

Director – National Hospital , Kandy

All Hospitals Directors under the Line Ministry

Provincial Directors of Health Services

Regional Directors of Health Services

Heads of Institutions

**Efficiency Bar Examination for Grade II Nursing Officers In the Nursing Service – 2024 (1<sup>st</sup> Term)**

According to the Sri Lanka Nursing Service Minute published in extra ordinary gazette notification No 1837/8 and 19.11.2013 dated, it is notified hereby that the Efficiency Bar Examination to be passed within three years after they are promoted to the Grade II of Nursing service will be held on **02.06.2024** in Sinhala, Tamil and English medium. The venue and the time of the examination will be mentioned on the admission card.

**02. Qualifications**

- Officers who have been absorbed or promoted to grade II are qualified to sit for this examination.
- Nursing officers who have completed an active service period of 06 years under segment II (A) as at **01.11.2010** under the old nursing service minute will be exempted from the requirement of passing the 2<sup>nd</sup> Efficiency Bar Examination.
- In case of the Nursing officers who completed active service period of 05 years from the date of first appointment and the officers who satisfy with all the other qualifications required to be promoted to segment II A according to the old Nursing Service Minute during the intern period from **01.11.2010** to **31.12.2020** will be qualified to sit this examination after being promoted to grade II and they will be granted a relief period of 03 years from the date mentioned in the letter of promotion to pass the second Efficiency Bar Examination.
- For the officers who are promoted to Grade II after **01.01.2021**, it is compulsory to pass the second efficiency bar Examination within 03 years from the date of promotion to Grade II.

N :B :- Take necessary actions to send applications of the officers only who has been promoted to Grade II by **02.05.2024** 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 for the examination should be forwarded on forms prepared by themselves as per format appended to this letter to the Director (Examinations), Suwasiripaya, Ministry of Health, 385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10 through the relevant head of institutions under registered cover to be received on or before **02.05.2024**. The name of the examination applied for should be mentioned as **"Efficiency Bar Examination for Grade II Nursing Officers in the Nursing Service – 2024 (1<sup>st</sup> 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 accommodate from 01 to 04 on the first page and from 05 to 10 on the second page.**

### 04. Examination fees :-

- (i) The applicants for the first time will be exempted from exam fees. The others who had applied for but not sat the Examination shall affix stamps to the value of Rs. 25/= per subject in the application and cancel them by placing their signatures and the date.
- (ii) Under no circumstance the fees once paid will be refunded or changed for another examination.

### 05. Admission to the Examination:-

**05.1** Admission cards will be issued for properly perfected applications. The applicants should perfect the admission card and hand them over to the supervisor at the Examination. Otherwise they will not be allowed to sit the Examination.

**05.2** The applicants shall establish their identity to the supervisor within the Examination center by producing one of the following.

- (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 efficiency bar examination consists of two question papers which are **Theoretical Knowledge** in Nursing and **Ward Management**. Duration for each question paper is 03 hours and each paper will receive 100 marks. Applicants shall secure minimum of 40% marks to pass in the examination. Applicants can complete the examination at once or several occasions. At the first attempt officers should apply for all relevant subjects. **(Should Request in the same language applied for the training as a student nurse before recruitment of the post.)**



07. Syllabus

- (i) Theoretical Knowledge in Nursing
- Surgical Nursing
  - Medical Nursing
  - Pediatric Nursing
- (ii) Ward Management
- Patient Care Management
  - 5'S Concept
  - Action plan - Monthly / Annually

Above each paper consists of 08 essay type questions and should answer any 05 questions.

08. To follow the Regulations Related to Examination Procedure

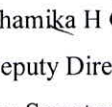
Candidates are warned against copying or attempting to copy from the script of another candidate or from any book or paper or notes whatsoever. No candidate should attempt to look at the script of another candidate and should not help any candidate either help another candidate or obtain help from another candidate or person. Further Mobile phones & the similar electronic equipment 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 of yours Hospitals / Institution. This has been included to the web site -[www.health.gov.lk](http://www.health.gov.lk)

Web path : [www.health.gov.lk](http://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 notification published in Tamil and English mediums.**

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

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

# EXD

## Specimen form of application

For Office Use Only

### Efficiency Bar Examination for Grade II Nursing Officers In the Nursing Service – 2024 (1<sup>st</sup> Term)

01. (a) i. Full Name of the Applicant (In Sinhala): .....
- .....
- ii. Full Name of the Applicant (In English block letters)
- .....
- iii. Name denoted by initials (In Sinhala): .....
- .....
- iv. Name denoted by initials (In block letters)


- (b) i. Date of Promoted / Absorb Grade II Nursing officer :-..... Letter No.....
- (Attach a certified copy of Grade II appointment letter along with the application.)**
- ii. Active service period of nursing officer in Grade II on 01.11.2010.....
- iii. Present Annual Salary: .....
- iv. Telephone No: 

- v. NIC number: 

- vi. Email Address: .....

02. Insert “✓” within the cage of the subjects you expect to sit this time. Put “X” if you do not sit for them.
- Theoretical Knowledge in Nursing 

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 Ward Management 

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03. (a) Present Station (In Sinhala) : .....
- (In English): .....

- (b) The Working Station Administrate by : Line Ministry 

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- Provincial Council 

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- (c) If Provincial Council Mention Province.....

- (d) District of the present Station : .....

(If there is no examination center in this district the you will be attached to the next closest examination center)

- (e) Whether one self-addressed one envelopes affixed with stamps to the value of Rs. 110.00 have been attached to the application to send the Admission Card?

- (f) 1. Address (In Sinhala):- .....
- .....

2. Address (In English):- .....

04. Medium you sit for the examination (Sinhala / English / Tamil) :- .....



- 05 (a) Whether you have sat the examination before:- .....
- (b) If the application is forwarded not for the first time whether stamps have been affixed?.....
- (c) If the application is forwarded for the first time? .....

Stamp Cage

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

- (i) I do hereby certify that the particulars furnished in this application are true and correct 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 sit the Examination not for the first time, and the stamps affixed are unused and genuine .
- (ii) I do hereby agree to comply with the rules and regulations implored on examination and I do agree to comply with my decision to cancel my candidature if I'm decided disqualified accordance in until the minute of the examination

.....  
Date

.....  
Signature of the candidate

**07 Certification of the Special Grade Nursing Officer.**

Mr./ Mrs./Miss ..... serves as a Grade II Nursing Officer in my Section and approve for eligible to sit this exam.

.....  
Date

.....  
Signature of Special grade Nursing Officer

**08 Certification of subject officer who have handled the Personal File.**

I Certified that the application have submitted before the closing date, particulars furnished in the Application are true and correct to his/her personal file, applicant is eligible to sit for the Efficiency Bar Examination Grade II for Nursing Officers and filed a copy of this application above the officers personal file.

.....  
Date

.....  
Name and Signature

**09. Certification of Head of Institution**

\*I do hereby certify that Mr./Mrs./Miss ..... serves as a ..... in this institution and \*he/she\* the Examination for the first time / not for the first time and has affixed stamps to the value of Rs. .... / not necessary to affix stamps and the particulars furnished in the Application are true and correct to his/her\* personal file and he/she\* is eligible to sit for the Examination. He/she\* placed his/her\* signature before me.

.....  
Date

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

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

\*I do hereby certify that Mr./Mrs./Miss ..... in serves as a Grade II Nursing Officer" in my Division / Campaign\* and the particulars furnished in the Application are correct with the personal file the applicant and in 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