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சுவசிரிபாய
SUWASIRIPAYA

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சுகாதார அமைச்சு
Ministry of Health

මගේ අංකය)
எனது இல)
My No.) CF/EXW/11/2024

ඔබේ අංකය)
உமது இல)
Your No. :)

දිනය)
திகதி)
Date) 02/05/2024

General Circular Letter No: 02 – 71/2024

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

Third Efficiency Bar Examination for (Legal Officers) belonging to Executive category of Service whose prescribed salary scale is SL – 01 – 2006 of the Ministry of Health – 2024 (First Term)

It is hereby notified that the Efficiency Bar Examination which should be passed by the Legal officers of the Ministry of Health before expiring five years from the date of promotion to Grade I in the post of Legal officer belongs to Executive service of category and the prescribed salary scale of SL- 01 - 2006 will be held on **07.07.2024** in Sinhala, English and Tamil medium. The venue and the time of the examination will be notified along with the admission card.

02. Qualifications

Only the officers of the Ministry of Health who have been appointed to Grade I in a post of Legal Officer or Chief Legal officer belonging to the salary scale of SL – 01 – 2006 Executive service of category and who have not completed the examination upto now can apply for this examination.

N.B: Take necessary actions to send applications of the officers only who has been promoted to Grade I by 03.06.2024 and already received the appointment letter. (It is mandatory to attach a certified copy of Grade I 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) Ministry of Health, No.385, "Suwasiripaya" Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before **03.06.2024** through their Heads of Institutions. The name of the examination applied for should be mentioned as "Third Efficiency Bar Examination for Legal Officers of (SL – 01 – 2006) – 2024 (First Term)" on the top left corner of the envelope. It is mandatory that the subject officer in charge of 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. A self addressed 01 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 which are received late, incomplete or inaccurate will be rejected without notice.**

Note: The application should be prepared using an A4 paper based on the specimen form of the application so as to recommended from 01 to 04 on the first front page and from 05 to 08 on the second page. Application which do not conform to above will be rejected any information.

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 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 hall. 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
 - (c) Valid Driving License
 - (d) Valid Passport

06. Scheme of the Examination :-

This paper consists of written examination on Management. Question paper carries 100 marks. Duration is 03 hours. Minimum of 40% marks. Should be obtained to pass.

07. Syllabus of the Examination:-

7.1 Management

This paper consists of 08 essay type questions and any 05 questions of them should be answered.

Syllabus

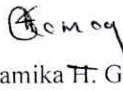
1. Management Principles
2. Management Function
3. Participative Management
4. Management Environment

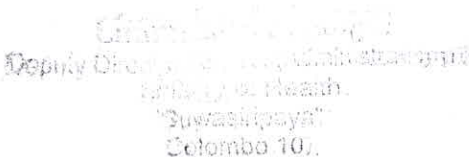
08. To follow the Regulations Related to Examination Procedure

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 officers who are belonging to the post mentioned in the para.02 and are entitled to the salary Scale of SI-1-2006 of the Executive Service Category Legal Officers of the Ministry of Health. (The information is available on the Website, – www.health.gov.lk)

Note; Sinhala medium notification on examination will be effected if any contradictory is arisen in the examination notification published in Sinhala, Tamil and English medium.


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


Deputy Director General (Admin) II
"Suwasiripaya"
Colombo 10.

