<b>දූරකථන</b>	) 0112669192 , 0112675011	
தொலைபேசி	) 0112698507, 0112694033	
Telephone	) 0112675449 , 0112675280	
ෆැක්ස්	) 0112693866	
பெக்ஸ்	0112693869	
Fax	)0112692913	
විදසුත් තැපෑල	)postmaster@health.gov.lk	
மின்னஞ்சல் முகவரி	)	
e-mail	)	
වෙබ්අඩවිය	) www.health.gov.lk	
இணையத்தளம்	)	
website	)	



මගේඅංකය ) எனது இல ) My No. ) CF/EXA/12/2020 ඔබේඅංකය ) உ\_LDது இல ) Your No. : ) දිනය ) 2020.09.1 — නියනි ) Date )

සෞඛ්ය අමාතසාංශය சுகாதாரமஅமைச்சு Ministry of Health

General Circular Letter No 02-73 12020

Provincial Health Secretaries"

Deputy Diector General - Sri Lanka National Hospital

Provincial Directors of Health Services"

All Hospita Directors under Line Ministry,

Regional Directors of Health Services"

Heads of th Departments

# <u>First Efficiency Bar Examination for the Officers in the post of Bio - Medical Engineer</u> (SL-01-2006) Grade III of Executive Service Category of Ministry of Health - 2020 (1st Term)

It is hereby notified that the First Efficiency Bar Examination for the officers in the post of Bio - Medical Engineer of the Executive Service Category (SL-01-2006) of the Ministry of Health expiry of 03 years from the date of recruitment to Grade III will be held on 2020.10.17 and 18 in the media of Sinhala, Tamil and English. Venue and the time of the examination will be mentioned on the admission card.

#### 02. Qualifications:

Officers who have recived an appointment to a post of Bio - Medical Engineer in grade III of Executive Service Category (SL-01-2006) of Ministry of Health and who have not yet completed the examination may only apply for this examination.

#### 03. Applications:

Applications prepared by the candidate in accordance with the specimen form of application appended at the end of this circular should be sent by registered post to reach Director (Examination), Suwasiripaya, No 385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10 on or before 2020.10.05 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 envelopes (Official or private Address) in the size of 9"x4" inches, affixed with stamps to the value of Rs. 45.00 should be sent along with the application. Applications which are received late incomplete or inaccurate will be rejected.

N:B The Applications shuld be prepared using an A4 paper based on the specimen form of application so as to accondate from 01 to 04 on the 1 st page and form 05 to 09 appear on the 2 nd page. Applications that do not comply with the specimen will be rejected without notice.

#### 04. Examination Fees:

- I. Candidates who sit for 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.

#### 05. Admission to the Examination:

- 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 Hall. 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

### 06. Scheme of the Examination

This examination consists of three essay type question papers and these are **Establishment Regulations**, **Accounting Systems and Departmental Regulations**. Duration for each paper is three hours. For each question paper, 05 questions should be answered out of the 08 questions. Each question paper carries 100 marks. Minimum of 40 marks for each subject should be obtained to pass.

#### 07. Syllabus:

## 07.1 Establishment Regulations Question Paper

#### \* Following chapters of the Establishment Code,

Chapter II - Recruitment Proceduar and Appointmet

Chapter v - Release, Reversion and Termination of Employment

Chapter XII - Leave

Chapter XV - Travel abroad for Study, Training or on Duty

Chapter XVI - Holiday Travel

Chapter XXVIII - Administrative procedures

Chapter XXX - Right of Government over its Officer's

Chapter XXXIII - Legal Advice and Leagle Actions

Chapter XLVII - General Conduct and Discipline

Chapter XLVIII - Rules of Disciplinary Procedure

## Following Procedural Rules of the Public Service Commission which were published in the Gazettes Extraordinary No 1589/30

Appointment Chapter III

Terms and conditions relating to Appointment of persons not Chapter V

qualified for appointment to the public Service

Procedure relation to Appointment Chapter VI

Procedure for making Appointments Chapter VII

Period of probation, period of Action of Employment Chapter VIII

Resignation from Public Service Chapter XIV

Vacation of post. Chapter XV

#### Question Paper - Acconting Systems 07.2

## Following Chapters of the Financial Regulations,

Estimates of Expenditure and Revenue Chapter I

Authorities for Refunds, Write offs, etc Chapter II

Financial Management and Accontability Chapter III

Receipt Chapter IV

Payments Chapter V

Custuddy of public money, impress and bank accounts Chapter VI

Accounts of Courts Chapter X

Foreign Aid Chapter XI

Suplies, Works and Services Chapter XIII

### **Procurement Procedure of Government**

#### **Departmental Regulations** 07.3

Instructions and regulations of the circulars relevant to patient care service and community health service.

#### To follow the Regulations Related to Examination Procedure 08.

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.

Please bring the contents of this circular to the notice of all officers in the post of Bio - Medical 09. Engineer of Executive Service Category (SL-01-2006) of Ministry of Health who are serving in your Division/ Speciaized Compaign/ Institute/hospital. (This information is also available on the web site www.health.gov.lk)

In the event of any inconsistency between the Tamil and English translations of the notification Sinhala medium notification will prevail.

> H. A. Kamal Pushpakumara Deputy Director General (Administration) 62 Ministry of Hoelth and Indigenous Medical Services "Cuvasidayo"

355, Rev. Baddegama Vilmela vensa Thero Mawatha

Deputy Director General (Admin II)

For Secretary

Ministry of Health



For Office use only

## Specimen Form of Application

## First Efficiency Bar Examination for the officers in the post of Bio - Medical Engineer (SL-01-2006) Grade

# III of the Executive Service Category of Ministry of Health -2020

	1 erm
/ ·	T CI III

)1.	(a)	(i)	Name of the Applicant (Sinhala/Tamil) :						
		(ii)	Name of Applicant (In English block letters)						
		(iii)	Names denoted by initials (in Sinhala/ Tamil)						
		(iv)	Names denoted by initials (In English block letters)						
	(b)	(i)	First appointment Date :						
		(ii)	Present annual salary:						
		(iii)	Mobile phone number						
		(iv)	National Identity Card number						
	r	(11)	National racinity Card number						
	02	Subject offered (Mark "√"within the cages against subject you offer in this Examination. Mark "X" against the subjects not offered)							
		Establ	ishments Regulations Accounting Systems Departmental Regulations						
	03 (a)	Prese	nt Station: (In Sinhala)						
	(4)								
			(In English)						
	4.								
			orking station administrated by :- Line Ministry Provincial Council						
			her a self-addressed two envelopes in the size of 9"x4" inches with stamps affixed to the value of Rs						
	(u)	35.00 has been attached to the application to post the Admission Card							
	(e)	(i)	Postal Address (In Sinhala)						
		(ii)	Postal Address (In English Block Capitals)						
	04.	Medin	um in which you sit for the examination (Sinhala/English/Tamil)						
	J-1.	Modiu	which you sit for the examination (offinale English/Tahin)						

05.	(a) whether you have sat the examination before				
	(b) If not so, have you affixed stamps to the whether stamps affixed				
	Stamp Cage				
06.	Certification 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 RSsince 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 imposed on examination and I do agree to comply with my decision to cancel my candidature if I' decided disqualified accordance in until the minute of the Examination.				
	Date: Signature of the Applicant				
07.	Certification of the Officer in-charge of the subject who keeps the personal files  I certify that Mr./Mrs/Miss				
	Date:  Name and Signature				
08.	Certification of the 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/not 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)				
09.	Certification of the Head of Decentralized Unit/ Specialized Campaign.				
	I certify that Mr./Mrs/Miss				
	Date:				
	Signature of the Head of the  Decentralized Unit/Specialized Campaign				

(Rubber Stamp)

\*Delete words which are inapplicable

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