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சுவசிரிபாய

SUWASIRIPAYA

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சுகாதார் அமைச்சு  
Ministry of Health

මගේ අංකය )  
எனது இல )  
My No. ) CF/EXJ/02/2021

ඔබේ අංකය )  
உமது இல )  
Your No. : )

දිනය )  
திகதி ) 28./06/2021  
Date )

**General Circular Letter No: 02-47/2021**

Provincial Health Secretaries,  
Deputy Director General, National Hospital of Sri Lanka,  
Provincial Directors of Health Services,  
All Directors Hospital Under the Line Ministry,  
Regional Directors of Health Services,  
Heads of Institutions concerned.

**Third Efficiency Bar Examination for the Departmental Posts belonging to the Supervisory Management Assistant Technical Service Category (MN – 03 2006 (A) ) of the Ministry of Health -2021**

It is hereby notified that the Efficiency Bar Examination which should be passed before expiry of 05 years from the date of recruitment to Grade I of Supervisory Management Assistant Technical Service Category (MN – 03 -2006 (A)) of Ministry of Health will be held on **07/08/2021** in the medium of Sinhala, Tamil and English. The venue and the time, of examination will be notified in the admission card.

**02. Qualifications**

Only the officers in the posts of Photographer Technician , Lift Technician, Air Condition Technician, Plant Supervisor, Transport Officer, Transport Foreman, Electric Technician, Draftsman, Technical Officer (Civil), Technical Officer (Electrical), who have received an appointment in Grade II of Supervisory Management Assistant Technical service Category (MN – 03 2006 (A)) of Ministry of Health and not yet completed the efficiency bar examination, may apply for this examination

**N.B: Please send me the applications of the officers only who have received appointment letters on begging promoted to Grade 1 by 31 /12 /2020 .**

**03. Applications**

Applications prepared by the candidates as per specimen appended to this circular should be sent under registered cover to the Director (Examinations), "Suwasiripaya" No.385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before **15/07/2021** through the respective Head of Institution. The Head of Division should certify the accuracy of contents in each application. Three self addressed envelopes (Candidates can write their Official or private address) in the size of "9 x 4" 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.

**Note : The application should be prepared using a paper in the size of A4 in such a way that No. 01 to 04 appear first page wilts other No 05 to 09 appear on the second page. Applications which are not in compliance with the specimen form will be rejected without any notice.**



**04. Examination fee:-**

- I. Candidates who sit for 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 application and cancel the same by placing their signature and date.
- II. The examination fee once paid will not be allowed to transfer for any other examination or refunded for any reason.

**05. Admission to the Examination:-**

- I. Candidates whose applications are accepted will be issued with Admission Cards. The Admission card should be duly completed and submitted same to the Supervisor at the examination hall. Otherwise they 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) A formal Identity Card issued formally by the Ministry of Health or a relevant institution
  - (c) Valid Driving License
  - (d) Valid Passport

**06. Scheme of Examination:-**

This Efficiency Bar Examination consists of **general question paper** for each post and Candidates are required to answer any 04 questions out of 05 questions. Total marks is 100 and minimum 40 marks should be secured to pass the examination. Duration is 03 hours,

**07. Syllabus**

**7.1 General Questions paper is prepared as follows.**

- I. Read note of a certain statement or a discussion and preparing a report on a given topic (25 marks)
- II. Read note of a certain statement or a discussion and preparing a letter on a given topic (25 marks)
- III. Any two questions should be answered out of 3 case study questions relevant to the duties of a each post. (25 marks per case study, (50 marks in total)


**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 officers serving in your Division/ Specialized Campaign/ Institution. The information is also available on the Web site [www.health.gov.lk](http://www.health.gov.lk)

**N.B. :- In the event of any inconsistency between the Sinhala, Tamil and English texts of this notification the notification in Sinhala shall prevail.**

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

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





- 05 (a) Have you sat this examination before? .....
- (b) Have you affixed stamp for this time, if sat the examination before?

**Stamp Cage**

**06 Certificate of the candidate :-**

- (i) I hereby certify that the particulars mentioned by me in this application are true and correct to my knowledge and that I need not affix stamps since I sit for 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 cancellation.
- (ii) I agree to abide by the rules and regulations stipulated by the Ministry of Health 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 in charge of personal files**

I certify 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 personal file and a 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 for the Examination for the first time/not for the first time\* and has affixed stamp to the value of Rs..... / not necessary to affix stamp\* 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 her signature before me.

.....  
Date

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

**09. Certificate of the Head of Decentralized unit**

\*Mr/Mrs/Miss ..... serves as a Grade I of Supervisory Management Assistant Technical service Category (MN – 03 2006 (A)) of Ministry of Health in my Institution and the particulars furnished by her in the application are correct according to the particulars in his / her personal file and He/she is eligible to sit for this Examination.

.....  
Date

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

\* - Delete irrelevant words