

දුරකථන ) 0112669192 , 0112675011  
දුරකථන ) 0112698507 , 0112694033  
Telephone ) 0112675449 , 0112675280  
ෆැක්ස් ) 0112693866  
ෆැක්ස් ) 0112693869  
Fax ) 0112692913

විද්‍යුත් තැපෑල ) postmaster@health.gov.lk  
மின்தொலைபேசி முகவரி )  
e-mail )

වෙබ් අඩවිය ) www.health.gov.lk  
இணையத்தளம் )



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சுவசிரிபாய

SUWASIRIPAYA

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சுகாதாரம் அமைச்சு  
Ministry of Health

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எனது இல )  
My No. ) CF/EXV/12/2021

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Your No. : )

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திகதி ) 04.08.2021  
Date )

**General Circular Letter No: 02-73/2021**

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

**Efficiency bar Examination for Public Health Laboratory Technicians belonging to the paramedical service who are in Seg. II "B" / Grade III and on the salary scale (MT - 04) in the Ministry of Health - 2021**

It is hereby notified that the Efficiency Bar Examination which should be Passed by Public Health Laboratory Technicians seg II "B" / Grade III with in three years from the Date of appointment to Grade III, will be held respectively in the medium of Sinhala, Tamil and English. The date, venue and the time of examination will be notified in the admission card.

#### 02. Qualifications

The Officers who have been appointed to a post of Public Health Laboratory Technicians in class Segment II "B" / Grade III, by 05/09/2021 and not yet completed this examination are only eligible to apply for this examination.

#### 03. Exemption from Efficiency bar Examination

As per the new recruitment procedure approved by the P.S.C on 28.10.2020 according to the Public administration Circular No 06/2006 officers who have already passed the subjects Establishments Code and Financial Regulation of the first efficiency bar examinations under the old recruitment Procedure are, exempted from the first efficiency bar examination included in the new recruitment Procedure.

#### 04. Applications

Applications prepared by the candidates as per specimen appended to this circular should be sent under registered cover to reach the Director (Examinations) "Suwasiripaya" No.385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before 05/09/2021 through the respective Head of Institution. The Head of Division should certify the accuracy of contents in each application. Two 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 an paper A4 paper based on the specimen form of application so to recommended 01 to 04 on the first page and from 05 to 09 on the second page. Applications that do not comply will the above format will be rejected without notice.

**05. 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 application and cancel the same by placing their signature and the date.
- II. The fees once paid will not be allowed to transfer for any other Examination or refunded for any reason.

**06. 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 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 or a relevant Institution
  - ( c ) Valid Driving License
  - ( d ) Valid Passport

**07. Scheme of the Examination:-**

This examination consists of two papers with essay type question viz (Establishment Code and Procedures Rules) and Financial Regulations. Candidates should answer 05 questions out of 08. Total Marks of 100 will be given for each paper. Candidates should obtain at least 40% marks for each paper to pass the examination. Duration is 03 hours for each paper. The Examination. can be completed subject by subject at one sitting or at several sittings. At the First attempt officer should apply for all relevant subjects.

**08. Syllabus of the Examination**

**08.1 Efficiency Bar Examination**

**08.1.2**

\* Establishment Code & Public Administration Circulars on officers' performances evaluation will be based on questions paper Following Chapters

Chapter IV - Monthly Payments, Temporary status, Permanent status and pension ability.

\* Establishment Code will be based on Following Chapters.

Chapter XII - Leave

Chapter XIII - Railway Warrants

Chapter XIV - Travel on Duty within the Island

Chapter XIX - Government Quarters

Chapter XLVII - General Conduct and discipline

Chapter XLVIII - Disciplinary Procedure



## 08.2 Financial Regulations.

**Financial Regulations. will be based on following chapters.**

- (1) Chapter I - Expenditure and Revenue Estimates, Consolidated Fund, Annual Estimates, Alteration of Annual Estimates ( F.R. 01 – F.R. - 68 )
- (2) Chapter III - Financial Management and accountability, Chief Accounting Officer, Accounting Official Revenue Account, Authority for payment. Approval certification, assignment (F.R .124 - F.R. 147)

## 09. 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.

10. Please bring the contents of this circular to the notice of all relevant 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. :- Sinhala medium notification on the examination will be effected if any contradictory is arisen in the examination notifications published in Sinhala, Tamil and English mediums**

*Chamika H. Gamage*

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

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

## Specimen Form of Application

**Efficiency bar Examination for Public Health Laboratory Technicians belonging to the paramedical service who are in Seg. II "B"/ Grade III and on the salary scale (MT – 04) in the Ministry of Health – 2021**

01. (a) i. Name of the Applicant (In Sinhala/Tamil with initials at the end) : .....
- .....
- ii. Name of Applicant :( In block capitals with initials at the end)
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- iii. Names denoted by initials ( In Sinhala /Tamil ) :-.....
- .....
- iv. Names denoted by initials ( In block capitals )
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- (b) i. Post :- .....
- ii. Date of first appointment :- .....
- iii. Present Annual Salary :- .....
- iv. National Identity card No:-
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- v. Mobile No :-
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02. Mark "✓" within the cages against the subjects you wish to sit in this time and Mark "X" against the subjects for which you do not wish to sit for.
- Establishments Code & Procedure Rules.
- Financial Regulations .
03. (a) Present Station of Service :(In Sinhala) :-.....
- (In English) :-.....
- (b) District of the Present Station of Service : -.....
- (c) The Working Station of Administrate by : - Line Ministry  Provincial Council
- (d) If Provincial Council mention Province:-.....
- (e) Whether self-addressed two envelopes in size of 9 X 4 inches with stamps affixed to the value of Rs. 45.00 has been attached to the application to post the Admission card :-
- (f) i. Postal Address (In Sinhala) :-.....
- ii. Postal Address (In block letters) :-.....
04. Medium in which you sit for the examination (Sinhala / English / Tamil ) :- .....



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 do 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 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 certify that \*Mrs. / Miss ..... is well known to me and she sits this Examination for / not for\* the first time and stamps to the value of Rs..... have been affixed to this application/stamp need not to be affixed\* and the particulars given by the applicant are correct according to the personal file of the applicant and she is eligible to this examination and placed her signature before me.

.....  
Date

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

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

\* I Certify that Mrs/Miss .....serves as a Public Health Laboratory Technicians Class Seg. II "B" / Grade III in my Division / Campaign\* and the particulars furnished by her in the applicatio correct according to the particulars in her personal file and she is eligible to sit for this Examination.

.....  
Date

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

\* - Delete irrelevant words