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General Circular Letter No:

Provincial Health Secretaries.

Deputy Director General National Hospital of Sri Lanka, Colombo Director National Hospital - Kandy

All Hospital Directors under the Line Ministry,

Provincial Director - of Health Services,

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. 11 "B"/ Grade III and on the salary scale (MT - 04) in the Ministry of Health - 2022

It is hereby notified that the Efficiency Bar Examination which should be passed by Public Health Laboratory Technicians seg II "B" Grade III within 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 30/11/2022 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 30/11/2022 through their Heads of Institutions. The name of the examination applied for should be mentioned as Efficiency Bar Examination for Public Health Laboratory Technicians who are in Seg. II "B"/ Grade III – 2022 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 institutions 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" × 1" 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 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:-

- 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:-

- 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 Establishments Code and Procedural 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

* Establishments 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.

Establishments 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

- Rules of Disciplinary Procedure

08.2 Financial Regulations.

Financial Regulation. will be based on following chapters.

- (1) Chapter 1 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 officer 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

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

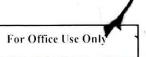
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Chamika H Gamage
Deputy Director General (Admin) II
For Secretary
Ministry of Health

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

EXV

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 – 2022

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)			
		iii.	Names denoted by initials (In Sinhala /Tamil) :			
		iv.	Names denoted by initials (In block capitals)			
	(b)	i.	Post :			
	(0)	ii.	Date of first appointment :			
		iii.	Present Annual Salary :			
		iv.	National Identity card No:-			
		V.	Mobile No :-			
		vi.	E -mail Address :			
02.		Mark "	within the cages against the subjects you wish to sit in this time and Mark "X" against the subjects for which you)u		
	9	do not v	wish to sit for.			
		Establi	ishments Code & Procedural Rules.			
		Financ	cial 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 one envelope in size of 9 X 4 inches with stamps affixed to the value of					
			attached to the application to post the Admission card:			
		(f)	i. Postal Address (In Sinhala):			
			ii. Postal Address (In block letters):			
04.		Mediu	m in which you sit for the examination (Sinhala / English / Tamil) :			

UJ.	(a)	mave you sat this examina	tion before:			
	(b)	Have you affixed stamp for	or this time, if sat the examination before?			
		0.0	Stamp Cage			
06.		ficate of the candidate :-				
	(i)		particulars mentioned by me in this application are true and correct to my knowledge and since I sit the Examination for the first time / have affixed stamps to the value of Rs			
			tion,* and the stamps affixed by me to the application are genuine and not used before			
		cancellation.				
	(ii)	1771	s and regulations stipulated by the Ministry of Health concerning this Examination and I			
			on 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			
			organization the canadata			
07.	Certi	fication of by the Officer in cl	parge of personal files			
		079				
			een delivered to me before the last date of receipt and that the application has			
			n as per the information in the personal file and that he has met the qualifications. I Efficiency bar Examination and that a copy of this application has been filed in			
	the pers	12/12/1	Efficiency bar Examination and that a copy of this apprecation has seen med in			
	,					
	******	Date	Name and Signature			
08.		ification of Head of Institution				
	I certify that *Mrs. / Miss is well known to me and she sits this Examination for / not for* the					
			Rs have been affixed to this application/stamp need not to be affixed* and the correct according to the personal file of the applicant and she is eligible to this examination			
	No.	rs given by the applicant are c ed her signature before me.	correct according to the personal the of the applicant and she is engine to this examination			
	177					
		Date	Signature of Head of Institution/Frank/Rubber Stamp			
09.			alized unit /specialized Campaign.			
			serves as a Public			
			Seg. II "B" / Grade III in my Division / Campaign* and the particulars furnished by her in			
	the appli	catio 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)			
85			(Trank Trades Statis)			