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The Gazette of the Democratic Socialist Republic of Sri Lanka

අංක 2,056 – 2018 ජනවාරි මස 26 වැනි සිකුරාදා – 2018.01.26
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PART I: SECTION (IIA) – ADVERTISING

(Separate paging is given to each language of every Part in order that it may be filed separately)

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IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY “GAZETTE”

ATTENTION is drawn to the Notification appearing in the 1st week of every month, regarding the latest dates and times of acceptance of Notices for publication in the weekly *Gazettes*, at the end of every weekly *Gazette* of Democratic Socialist Republic of Sri Lanka.

All notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, Corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after **three months** from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 16th February, 2018 should reach Government Press on or before 12.00 noon on 02nd February, 2018.

Electronic Transactions Act, No. 19 of 2006 - Section 9

“Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the Gazette, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the Gazette.”

GANGANI LIYANAGE,
Government Printer (Acting).

Department of Govt. Printing,
Colombo 08,
01st January, 2018.



This Gazette can be downloaded from www.documents.gov.lk

1. General Qualifications required :

1:1 Every applicant must furnish satisfactory proof that he is a Sri Lankan. A “Sri Lankan” is a citizen of Sri Lanka by descent or by registration as defined in the Sri Lanka Citizenship Act.

1:2 A candidate for any post for which the minimum educational qualification prescribed is a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass either in Sinhala language or Tamil language obtained, as the case may be, at the Senior School Certificate Examination or its equivalent if he is either a Sinhalese educated in Sinhala Medium or if he is a Tamil educated in Tamil Medium (This requirement will not apply to those who are in the public service from a date prior to January 01, 1961, and who seek appointments to other posts in the public service).

1:3 Application from the “New Entrants” Public Officers, who are not either Sinhala or Tamil educated, whose probationary trial appointments have been terminated for failure to pass the prescribed official language proficiency tests will not be entertained unless they have obtained the qualifications which could entitle them to seek exemptions from the highest proficiency test prescribed for the post.

2. Conditions of Service-General :

2:1 All officers in the Public Service will be subject to the Financial Regulations, the Establishments Code, Departmental Orders or Regulations and any other Orders or Regulations that may be issued by the Governments from time to time.

2:2 A Public officer may be required to furnish security in terms of the Public Officers (Security) Ordinance, in such sum and in such manner as the secretary to the Ministry concerned may determine.

2:3 A Public Officer may be called upon to serve in any part of the Island.

3. Conditions of Service applicable to Public Officers holding permanent appointments :

3:1 In addition to the conditions referred to in Section 2 above Public Officer holding permanent appointments will be subject to the following further conditions:

3:1:1 All appointments will be on probation for a period of 3 years unless a longer period is considered necessary in respect of any post. Any appointment may be terminated at any time during the period of probation without a reason being assigned.

3:1:2 All public officers are required to conform to the provisions of the Chapter IV of the Constitution of the Democratic Socialist Republic of Sri Lanka and any other laws, regulations or rules that may be made from time to time to give effect to the Language Policy of the Government.

3:1:3 All Public officers who have not entered the Public Service either in Sinhala Medium or in Tamil Medium are required to acquire a working knowledge in one of the official languages.

3:1:4 Confirmation at the expiry of the period of probation of an officer who entered the Public Service in a medium other than Sinhala or Tamil will depend, inter alia, on the passing of the Grade I Proficiency Test in one of the Official Languages within one year; Grade II Proficiency Test within two years, and Grade III Proficiency Test (where applicable) within three years from the date of appointment.

Failure to pass a test within the prescribed period will result in the suspension of increments. Suspension will be converted to a stoppage if the test is not passed within a further period of six months beyond the prescribed period such stoppage operating until the test is passed or until such time as the provisions of Section 3:1:6 below apply.

3:1:5 Such officers should, on receiving appointment, be given facilities on full pay, for a period of 6 months to obtain proficiency in one of the official languages. He will thereafter, be required to sit the relevant proficiency examination and if he does not pass he will be given the opportunity to pass the examination within a period of 2 years immediately after the period of 6 months on full pay, while he performs his normal duties.

3:1:6 If he fails to pass the examination in this prescribed period of 2 1/2 years his services will be terminated.

3:1:7 A Public Officer already confirmed in permanent post in the Public Service will not normally be required to serve the period of probation on being appointed to another permanent post in the Public Service. Such

Officers may in the first instance be appointed to act in the new post for a specified period with a view to testing him in his new post.

3:1:8 Selected candidates (Other than those already holding permanent or temporary appointments in the Public Service) who have already been medically examined will be required to undergo a medical examination by a Government Medical Officer to test their physical fitness to serve in any part of the Island.

4. Terms of Engagement :

4:1 Public officers appointed to permanent and pensionable posts should contribute to the ‘Widows and Orphans’ Pension Scheme from their salary an amount equivalent to the percentage the Government requires to recover from their salary.

4:2 Public officers appointed to permanent or temporary posts on Provident Fund basis will be required to contribute 6% of their consolidated salary to the Public Service Provident Fund. The Government will contribute as its share of contributions an amount equal to 150% of the compulsory contributions credited to the fund at the close of the Financial Year.

4:3 Officers who hold pensionable appointments in the Public Service and who are released for appointments to pensionable posts in the Local Government Service and those officers in the Local Government Service who hold pensionable appointments and who are released for appointments to pensionable posts in the Public Service will be allowed pensionability in their posts in the Local Government Service and Public Service respectively.

4:4 Regular Force personnel in the Army, Navy and Air Force who are released for appointments to posts in the Public Service which are pensionable under the Minutes on Pension will be allowed pensionability in their posts in the Public Service. Notwithstanding anything to the contrary in these Minutes the unforfeited full pay service of any member of the Armed Forces who is released to accept an appointment as a Public Officer in a post which has been declared to be pensionable under these Minutes shall be reckoned for the purpose of any pension or gratuity payable under these Minutes.

5. Serving Officers in the Public Service :

5:1 Applications from officers of the Public Service who possess all the necessary qualifications must be forwarded through the Heads of their respective Departments. In the case of applications from Public Officers holding post in the permanent establishment in the Public Service. Heads of Departments in forwarding such applications should state whether the applicants could be released or not to take up the new appointment, if selected.

5:2 Candidates may be required to present themselves for interview at an appointed time and place. No travelling or other expenses will be paid in this connection.

5:3 Anyone desiring to recommend a candidate should do so by giving a testimonial. Any form of canvassing or any attempt to influence the selection of a candidate will disqualify such candidates.

5:4 Any statement in the application which is found to be incorrect will render the applicant liable to disqualification if the inaccuracy is discovered before the selection and to dismissal if discovered after the selection.

5:5 Application not conforming in every respect with the requirements of the advertisement will be rejected.

6. Definition of Salary for the purpose of Eligibility :

6:1 Salary for purposes of eligibility means only the consolidated salary and does not include any action salary, allowances etc.

7. New National Policy on Recruitment and Promotions :

Recruitment and Promotion in the Public Service, Provincial Public Service, Public Corporate Sector and Companies fully owned by the Government will be done in accordance with the policy laid down in the Public Administration Circulars No. 15/90 of 09.03.1990, 15/90 (I) of 25.03.1990 & 15/90 (ii) of 15.06.1990 with effect from 01.01.1990 subject to amendments that will be done by subsequent Public Administration Circulars.

Rules and Instructions for Candidates

“All candidates are bound to act in conformity with the provisions of the Examinations Act, No. 25 of 1968.”

All candidates are bound to abide by the rules given below. A candidate who violates any of these rules is liable to one or more of the following punishments at the discretion of the Commissioner of Examinations :—

- (i) Suspension from the whole or part of the examination or one subject or a part thereof ;
- (ii) Disqualification from one subject or from the whole examination ;
- (iii) Debarment from appearing for an examination for a period of one year or two years ;
- (iv) Debarment for life ;
- (v) Suspension of the certificate for a specified period ;
- (vi) Reporting the candidate’s conduct to his Superiors or handing over the candidate to the Police or making a complaint to the Police over his action.

The Commissioner reserves himself the right to take action at any time before the Examination or at any stage of it or thereafter, and his decision shall be deemed final. In the case of examinations for recruitment to the Public Service, the decision of Commissioner of Examinations shall be subject to the Supervision of the Public Service Commission.

1. All candidates should conduct themselves in a quiet manner in and around the Examination Hall so as not to disturb or obstruct the Supervisor, his assistants or the other candidates. They should enter and leave the Examination Hall as quietly as possible.

2. Candidates should obey the Supervisor. Therefore, when the Examination is in progress and before the commencement of the Examination as well as immediately after the end of the Examination they should act in accordance with the instructions of the Supervisor and his assistants.

3. Under no circumstances whatsoever will a candidate be allowed into the Examination Hall after the lapse of half an hour after the commencement of a paper. No candidate will be permitted to leave the hall till after half an hour from the time of commencement of the paper. Candidates who come late for Practical and Oral Examinations are liable to be refused admission.

4. Every candidate should sit at the desk bearing his/her index number and not at any other desk. Unless with the permission of the supervisor no candidate should change his/her seat. The occupation of a seat other than the one assigned to him by a candidate is liable to be considered as an act with a dishonest intention.

5. Absolute silence should be maintained in the Examination Hall. A candidate is forbidden to speak to, communicate with or have dealings with any person within or outside the Examination Hall other than a member of the Examination Hall Staff. If there is an urgent need for a candidate to communicate with another, prior permission must be obtained from the supervisor.

6. A candidate’s answer script is identified only by the Index Number and his/her name should not be written on the answer script. Another candidate’s index number appearing on the answer script of a candidate is considered as an attempt to commit a dishonest act. Answer scripts bearing an index number that is difficult to decipher is liable to be rejected.

7. Candidates should write only on the paper provided and should not write anything on the blotting paper, question paper, desk or any other place. Non conformity with this rule could be taken as an act with dishonest intentions.

8. Any paper or answer book supplied should not be torn up, crushed, folded or erased. Each and every sheet of paper used for rough work should be tied up with the answer script. It should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination Hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

9. When answering questions in Mathematics the submission of correct answers with incorrect working or with no working at all and in art if the work of art is similar or very close in resemblance to that of another candidate in concept, in form or in execution it is liable to be considered as a dishonest act.

10. The removal of any paper or stationery supplied to candidates out of the Examination Hall is prohibited. All such material remains the property of the Commissioner of Examinations. Breach of this rule shall be liable to be considered an act with dishonest intention.

11. While in the Examination Hall a candidate should not have with him or near him any book, note book, pocket note book, exercise book, sheet of paper or pieces of paper other than the stationery supplied to him. Nor should any handbag, travelling bag or parcel other than the candidate’s boxes of colours and boxes of instruments where necessary or any file cover, card board pad, folded newspapers, brown papers should be brought into the Examination Hall. Breach of this rule is a punishable act.

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to declare

everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any another candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

14. A candidate will under no circumstance whatsoever be allowed to leave the Examination Hall even for a brief period during the course of the paper. However in an emergency if a candidate needs to leave the hall, he/she shall be allowed to do under the surveillance of the supervisor or his assistant. He/she shall be subject to search before leaving the hall as well as before re-entering it.

15. Impersonation while answering a paper or before the commencement of the Examination is a punishable offence. Tampering with identity cards, presenting false identity cards or tampering with someone’s identity are also such offences. Candidates are warned not to commit such offences.

16. Assistance given to a candidate in a dishonest manner by a person who is not a candidate, is considered a serious offence.

Candidates should adhere to the following instructions for their own safety :—

(i) Be at the Examination Hall well in time. It is sufficient to be at the Examination Hall 10 or 15 minutes before the commencement of each paper. If you have any doubt as to the location of the Examination Hall, make inquiries on a day prior to the date of Examination and be sure of its location.

(ii) In case of any doubt regarding your entry for a paper or eligibility to sit a paper you should bring it to the notice of the Supervisor and get your doubts cleared. Failure to do so may result in your candidature for the subject being cancelled.

(iii) When appearing for the Examination, candidates should produce their identity cards at every paper they sit. If a candidate fails to produce identification documents at the Examination Hall, his candidature is liable to be cancelled. In case a candidate forgets to bring such documents into the Examination Hall, it should be brought to the notice of the Supervisor and arrangements should be made to produce them before the Examination concludes.

(iv) Standard stationery (i.e. writing paper, graph paper, ledger paper, precis paper) will be supplied. If you receive any stationery that is different from the kind generally distributed or distributed to the others it should be promptly brought to the notice of the supervisor. No paper other than those issued at the Examination Hall should be used for answering questions. Excess paper and other material should be left on the desk, in good condition. When log tables are supplied they should be used with care and left on the desk when you leave.

(v) Candidates should bring their own pens, pencils, bottles of ink, erasers, pieces of cloth, rulers, geometrical instruments, coloured pencils, coloured chalk, etc.

(vi) When you start answering you should promptly write down your Index Number and the name of the Examination on each sheet of paper used. Write neatly and legibly on both sides of the paper. Leave a blank line after the answer to each part of a question. After the answer to a full question leave one or several blank lines. Do not crowd in your work.

(vii) The left-hand margin of the answer sheet is set apart for you to enter the number of the question you answer. The right hand margin is reserved for the examiner’s use and nothing should be written there. Number your answers correctly as incorrect numbering leads to confusion.

(viii) You should read carefully the instructions given at the head of the question paper, with regard to the compulsory questions and the manner in which the other questions should be selected. Disregard to these instructions is often liable to affect you adversely.

(ix) When Mathematics Questions are answered, give all details of calculations and any roughwork, in their serial order as part of the working of the problem. Necessary sketches, diagrams and figures should be accurate and sufficiently large. In an answer running into several pages if reference must be made to a diagram drawn in an earlier page, that diagram should be drawn repeatedly.

(x) At the end of each paper, arrange your answer sheets in the order you answered the questions. Then using the piece of twine supplied, tie them up at the top left hand corner. Do not tie up at the top right hand corner.

(xi) You should personally handover your answer script to the Supervisor or to an Invigilator. Or else remain in your seat till it is collected. Failure to do so may result in the loss of your script and your being treated as an absentee for the paper. On no account should your script be handed over to a peon or an attendant.

(xii) If it becomes necessary for you to speak to the Supervisor or an Invigilator, or if you need stationery, remain in your seat and raise your hand.

Commissioner General of Examinations,
Department of Examinations,
Pelawatta, Battaramulla.

Posts – Vacant

SRI LANKA POLICE

Post of Sub Inspector of Police (Normal)

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Probationary Sub-inspector of Police.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director/ Recruitment, Recruiting Office, No. 375, 1st Floor, Sri Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by the registered post to the above address to reach on or before 02.04.2018 and the post applied for should be marked on the top left hand corner of the envelope enclosing the application. Delayed applications will not be entertained and no applications will be issued by the Sri Lanka Police.

3. *Salary Scale*.– Rs. 393,480 - 7 x 4,440 - 2 x 5,940 - 25x7,920 - Rs. 634,440.

Salary will be paid from 01.01.2016 to 01.01.2020 as per the Public Administration Circular 3-2016 Schedule II and the above mentioned salary scale will be effect from 01.01.2020.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above salary scale, they will be paid following allowances :

	<i>Rs. cts.</i>
(a) Cost of living allowance	7,800.00
(b) As per the PA cir. 03/2016, it's Granted 40% of the Salary as allowance for the relevant rank	6,340 0
(c) Uniform cleaning allowance	250.00
(d) Arduous duty allowances	2,000.00
(e) Combined allowance (400x30 areas where special incentives allowance are paid)	12,000.00
(400x24 areas where special incentives allowance are not paid)	9,600 0

In addition to the above said allowances :

- (a) Free transport facilities.

(b) Free Medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.).

(c) All uniforms will be provided free of charge.

(d) Facilities to improve skills and talents in sports.

(e) Travelling expenses are provided to undertake duties and money will be granted as rewards for outstanding and arduous duties.

04. *Basic Qualifications Required* :

(a) *Age Limit*.– The age should be between 18 and 28 years as at closing date of the applications as per the *Gazette* Notification. However Police Officers currently serving in the Sri Lanka Police are eligible to apply up to the age of 30 at the closing date of applications.

(b) *Educational Qualifications* :

* Should have passed 06 subjects in the G. C. E. (O/L) Examination in one sitting with 04 credit passes including Mathematics and Medium Language ; and

* Should have passed 03 subjects in the G. C. E. (A/L) Examination in one sitting.

Note 01.– The subjects passed at the G. C. E. (O/L) Examination is determined as per the subject classification of Department of Examination *i.e.*- Science subject combination of subject number 41 and 44 is considered as one subject and Maths subject combination of subject number 42 and 45 as one subject.

Note 02.– If the written test of Technical subject at the G. C. E. (O/L) Examination is failed, it is considered as the Technical subject is failed even though the practical test of the same subject is passed.

Note 03.– Since optional Tamil, English and Sinhala subjects are not included in the stream of G. C. E. (O/L) syllabus, passes in any of these subjects will not be accounted as a passed subjects at the G. C. E. (O/L) Examination.

(c) *Physical Requirements :*

- * Height 05 feet 06 inches (minimum).
- * Chest 32 inches minimum (in exhalation).

Note.– Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have outstanding skills in sports and have achieved excellent performance in sports at national level or have earned reputation for Sri Lanka by participating in an international competition.

(d) *Visual Requirement.*– Vision should not be less than 6/12 in each eye. if the vision is 6/6 in one eye and 6/18 in the other eye, will be also accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible for being for the service.

(e) *Other Qualifications.*– Applicants should be unmarried (Divorcees will be considered as unsuitable). Only this condition will not apply for the Police Officers presently serving in the Sri Lanka Police and who have fulfilled the other qualifications.

5. *Method of Recruitment :*

- * Selected applicants will have to pass the Basic Qualification Test conducted by the Sri Lanka Police. Only those who have passed this test can participate in the physical fitness test and should pass that test.

1,000 meters 03 minutes 14 seconds

- * Only those who are successful in the physical fitness test will be summoned for the final interview, and those who score 40% or more in the final interview will be summoned for the written test.

The written test consists of two question papers.

- ♦ An essay paper not less than 500 words - 45 minutes.
- ♦ General knowledge and intelligence test paper - 1 hour.

06. *Medical Examination.*– Applicant must pass the medical test before obtaining his appointment. Medical test is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

07. *Background Inquiries :*

- (a) Inquiries will be conducted pertaining to characters of the applicant, parents and close relations, if the applicant with any of the adverse report will not be recruited;
- (b) Providing false information or conceal information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

08. *Implementation of Official Language Policy :*

- * As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/Provincial Public Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they enter the service.

- * Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the level 2 of the language test conducted by the Department of Official Languages.

- * The salary increments of the officers who do not acquire the specific proficiency in the second official language within a period of 05 years from the date of their appointments will be deferred until they obtain qualifications.

09. *Terms of Engagement.*– This post is permanent and pensionable. You are liable to contribute to the Widows'/Widowers' and Orphans' Pension Scheme.

10. *Conditions of Service :*

- (a) This appointment is subject to a three years probation period ;
- (b) The selected applicants will be required to comply with any rules already made or may hereinafter be made to give effect to the official language policy;

- (c) They will be subjected to comply with the relevant provisions of the Establishments Code Volume I and II, Financial Regulations, Departmental Orders, and any other Orders that may be issued by the Inspector General of Police or by the Government from time to time;
- (d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable to be removed from the Police Service ;
- (e) Permission will not be granted to marry prior to the confirmation in the said rank without the permission of the Inspector General of Police. However in terms of P. G. II No. 41 dated 28.02.1973 and I. G's Circular No. 1952/2006 of 19.10.2006 and Circular (amended) dated 09.08.2007, it is possible to marry under special circumstances and with the permission of Inspector General of Police ;
- (f) Applicants appointed after the training should serve a probationary period of 03 years in the Sri Lanka Police and if they wish to resign from the service before their probation is over, they should sign a consent agreement to the effect that they are willing to pay any amount which was incurred on the training and uniforms etc., together with any other prescribed payments at the time of tendering their resignations. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;
- (g) Probationary Sub Inspectors should subscribe affirmation/oath to the effect that they comply with the Police Code of conduct immediate after commencing their training in terms of the I. G. P's Circular, No. 1693/2003 ;
- (h) Probationary Sub Inspectors should subscribe the Oath of allegiance for a prestigious public service, immediate after commencing their training in terms of the I.G.P's Circular, No. 1804/2004 ;
- (i) Probationary Sub Inspectors who have been confirmed in the post will have opportunities for promotions in terms of the approved Schemes of Promotions of the Sri Lanka Police.
- 11.(a) Attention is drawn to the general conditions applicable to appointments to posts in the Public Service published at the beginning of the Section (IIA) of the Part I of this *Gazette* ;
- (b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.
12. Applications should accompany copies of the following documents (originals must not be forwarded) :
- (i) Birth Certificate ;
- (ii) Two recent testimonials of Character (obtained from persons who are not related) ;
- (iii) Certificates in support of educational qualifications ;
- (iv) Certificates in support of sports with outstanding records or other extra curricular activities ;
- (v) A photostat copy of the certificates of service experience (if available) ;
- (vi) A photostat copy of the Identity Card.
- 13.(a) Applicants who are already in the Public Service must forward their applications through the Heads of their respective Departments and they must be accompanied with a certificate stating that the officer can be released if selected.
- (b) Applicants must fill the required particulars in their own hand writing on a paper 11" x 8" in size and post them together with the copies of certificates, to the address given in paragraph two and under no circumstances should applications be handed over personally to any officer.
14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.
- Note.**– No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

PUJITH JAYASUNDARA,
Inspector General of Police.

09th January, 2018.

For office use
2x2 1/2 inches

SRI LANKA POLICE (NORMAL)

POST OF PROBATION SUB INSPECTOR OF POLICE

SPECIMEN APPLICATION FORM

01. (a) Name in full (in block letters) : _____.
(As stated in the applicant's birth certificate)
(b) Name with initials : _____.
(c) Post applied for : _____.
02. National Identity Card No. : _____.
(Copy of the NIC should be attached)
03. Father's name in full : _____.
04. Place of birth of the applicant : _____.
Divisional Secretariat to which the place of birth belongs : _____.
Province : _____.
05. (a) Present address : _____.
(b) Police Station to which the present address belongs : _____.
(c) Permanent Address : _____.
(d) Police Station to which the permanent address belongs : _____.
(e) Mailing Address : _____.
(f) Grama Niladari's Division to which permanent address belongs : _____.
Divisional Secretariat : _____.
(g) Telephone No. (Residence) : _____.
Mobile No. : _____.
06. (a) Nationality : _____.
(b) Whether you are a Sri Lankan citizen by birth or registration : _____.
(If by registration attach a copy of that certificate)
(c) If you are a citizen by birth state the place of birth :-
(i) Applicant : _____.
(ii) Applicant's father : _____.
(iii) Applicant's paternal grandfather : _____.
(iv) Applicant's paternal great grand father : _____.
07. Date of Birth : _____.
(Copy of the birth certificate should be attached)

Age : _____.

(as at the closing date of applications as per the *Gazette Notification*)

Years : _____, Months : _____, Days : _____.

08. Height : Feet : _____, Inches : _____.
Chest (inches) : _____.
09. Educational qualifications (mention the examinations passed and the copies of the certificates should be attached) : _____.
10. Additional qualifications (Copies of the certificates should be attached) : _____.
11. Civil status : _____.
12. (i) Present employment : _____.
(ii) Are you a member of any armed force ? : _____.
13. Do you have special skills and/or qualifications ? : _____.
14. Give names and addresses of two non-related referees to inquire about you :
(i) _____.
(ii) _____.
15. Have you served in the Sri Lanka Police Service before ?
(If so mention rank and regiment No.) and what are the reasons for leaving the service ? Give details) : _____.
16. (a) Are you serving in any armed service ? (If so your application must be forwarded through the respective Service Commander) : _____.
(b) Have you served in an armed service ? (If so attach a copy of your discharge certificate) : _____.
17. (a) Are you serving in a Volunteer Armed Service ?
(If so, your application must be forwarded through the respective Service Commander) : _____.
(b) Have you served in a Volunteer Armed service ? : _____.
(If so attach a copy of your discharge certificate)
18. Have you been arrested on suspicion of having committed an offence ? Have you been, convicted or brought before the court or punished (If so give details) : _____.

19. Has any of your relation been arrested on suspicion of having committed an offence or convicted or brought before the court or punished (If so give details) :—.

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.

_____,
Signature of the Applicant.

Date :—.

20. Certification of the Head of Department (If applicable) :

This is to certify that the applicant Mr./Miss is serving in the Department Corporation/ Board and if he is selected for the above post, he could be released from service.

_____,
Signature of the Head of the Department
with the Designation seal.

Designation :—.

Date :—.

01-706/1

SRI LANKA POLICE

Post of Woman Sub Inspector of Police (Normal)

APPLICATIONS are invited from the citizens of Sri Lanka for the Post of Probationary Woman Sub-inspector of Police in the Sri Lanka Police.

2. Application forms duly perfected in accordance with the specimen form given below should be sent to Director/ Recruitment, Recruiting Office, No. 375, 1st Floor, Sri Sambuddathwa Jayanthi Mawatha, Colombo 06. The application should be sent by the registered post to the above address to reach on or before 02.04.2018 and the post applied for should be marked on the top left hand corner of the envelope enclosing the application. Delayed applications will not be entertained and no applications will be issued by the Sri Lanka Police.

3. *Salary Scale.*— Rs. 393,480 - 7 x 4,440 - 2 x 5,940 - 25x7,920 - Rs. 634,440.

Salary will be paid from 01.01.2016 to 01.01.2020 as per the Public Administration Circular 3/2016 Schedule II and the above mentioned salary scale will be effect from 01.01.2020.

Further, these officers are entitled for the allowances granted in accordance with the IG Police Circular No. 2416/2013, dated 07.01.2013. In addition to the above salary scale, they will be paid following allowances :

In addition tot he above salary scale. They will be paid following allowances :

	<i>Rs. cts.</i>
(a) Cost of living allowance	7,800.00
(b) As per the PA cir. 03/2016, it's Granted 40% of the Salary as allowance for the relevant rank	6,340 0
(c) Uniform cleaning allowance	250.00
(d) Arduous duty allowances	2,000.00
(e) Combined allowance	12,000.00
	(400x30 areas where special incentives allowance are paid)
	9,600 0
	(400x24 areas where special incentives allowance are not paid)

In addition to the above said allowances :

- (a) Free transport facilities.
- (b) Free Medical facilities to officers (Financial assistance can be obtained for medical treatment even in a foreign country.).
- (c) All uniforms will be provided free of charge.
- (d) Facilities to improve skills and talents in sports.
- (e) Travelling expenses for duty and money will be granted as rewards for outstanding and arduous duties.

04. *Basic Qualifications Required :*

- (a) *Age Limit.*— The age should be between 18 and 28 years as at closing date of the applications as per the *Gazette* Notification. However Police Officers currently serving in the Sri Lanka Police are eligible to apply up to the age of 30 years at age as at the closing date of applications.

(b) *Educational Qualifications :*

- * Should have passed 06 subjects in the G. C. E. (O/L) Examination in one sitting with 04 credit passes including Mathematics and Medium Language ; and
- * Should have passed 03 subjects in the G. C. E. (A/L) Examination in one sitting.

Note 01.– The subjects passed at the G. C. E. (O/L) Examination is determined as per the subject classification of Department of Examination *i.e.*- Science subject combination of subject number 41 and 44 is considered as one subject and Maths subject combination of subject number 42 and 45 as one subject.

Note 02.– If the written test of Technical subject at the G. C. E. (O/L) Examination is failed, it is considered as the Technical subject is failed even though the practical test of the same subject is passed.

Note 03.– Since optional Tamil, English and Sinhala subjects are not included in the stream of G. C. E. (O/L) syllabus, passes in any of these subjects will not be accounted as a passed subjects at the G. C. E. (O/L) Examination.

(c) *Physical Requirements :*

- * Height 05 feet 04 inches (minimum).

Note.– Applicants who are slightly short of the physical requirements, but fulfill the other stipulated qualifications will be eligible at the discretion of Inspector General of Police provided they have outstanding skills in sports and have achieved excellent performance in sports at national level or have earned reputation for Sri Lanka by participating in an international competition.

(d) *Visual Requirements.*– Vision should not be less than 6/12 in each eye. It is also accepted, If the vision is 6/6 in one eye and 6/18 in the other eye, will be accepted. Colour vision should be normal. Applicants wearing spectacles or contact lenses will not be eligible.

(e) *Other Qualifications.*– Applicants should be unmarried (Divorcees will be considered as unsuitable). Only this condition will not apply for the Police Officers presently serving in the Sri Lanka Police and who have fulfilled the other qualifications.

5. *Method of Recruitment :*

- * Selected applicants will have to pass the Basic Qualification Test conducted by the Department of Police. Only those who pass this test must also get through the physical fitness test or endurance test.

1,000 meters 05 minutes 14 seconds

- * Those who are successful in the physical fitness test will be summoned for the final interview, and those who score 40% or more in the final interview will be summoned for the written test.

The written test consists of two question papers.

- ♦ An essay paper not less than 500 words - 45 minutes.
- ♦ General knowledge and intelligence test paper - 1 hour.

06. *Medical Examination.*– Applicant must pass the medical test before obtaining his appointment. Medical test is an only one part of the recruitment process. Selection will be made among the applicants who pass the medical test as per the number of existing vacancies and the position in the list pertaining to the merits and skill. Those who fail the medical test will be rejected.

07. *Background Inquiries :*

(a) inquiries will be conducted pertaining to characters of the applicant parents and close relations'. If the applicants with any of the adverse reports will not be recruited ;

(b) Providing false information will make the applicant ineligible. If the false information is elicited after the appointment, the applicants will be dismissed from the service.

08. *Implementation of Official Language Policy :*

- * As per the Public Administration Circular No. 07/2007 dated 28.04.2007 issued by the Ministry of Public Administration and Home Affairs, all officers recruited to the Public/ Provincial Public Service with effect from 01.07.2007 should acquire proficiency in the other official language within a period of 05 years in addition to the official language through which they enter the service.
- * Officers recruited below the rank of an Assistant Superintendent of Police from 01.07.2007 should pass the level 2 of the language test conducted by the Department of Official Languages.
- * The salary increments of the officers who do not acquire the specific proficiency in the second official language within a period of 05 years from the date of their appointments will be deferred until they obtain qualifications.

09. *Terms of Engagement.*— This post is permanent and pensionable. You are liable to contribute to the Widows'/ Widowers' and Orphans' Pension Scheme.

10. *Conditions of Service :*

- (a) This appointment is subject to a three years probation period ;
- (b) The selected applicants will be required to comply with any rules already made or may hereinafter be made to give effect to the official language policy;
- (c) They will be subjected to comply with the relevant provisions of the Establishments Code Volume I and II, Financial Regulations, Departmental Orders, and any other Orders that may be issued by the Inspector General of Police or by the Government from time to time;
- (d) Prior to their confirmation, every officer will be required to pass the prescribed Examinations conducted by the Sri Lanka Police. Those who fail to pass the prescribed examinations or found to be unfit for Police duties will be liable to be removed from the Police Service ;
- (e) Permission will not be granted to marry prior to the confirmation in the said rank without the permission of the Inspector General of Police. However in

terms of P. G. II No. 41 dated 28.02.1973 and I. G's Circular No. 1952/2006 of 19.10.2006 and Circular (amended) dated 09.08.2007, it is possible to marry under special circumstances and with the permission of Inspector General of Police ;

- (f) Applicants appointed after the training should serve a probationary period of 03 years in the Sri Lanka Police and if they wish to resign from the service before their probation is over, they should sign a consent agreement to the effect that they are willing to pay any amount which was incurred on the training and uniforms etc., together with any other prescribed payments at the time of tendering their resignations. Director of Police Training College will decide it having calculated dues from the applicants. The acceptance of resignation should conform to the Section 4, Chapter V of Volume I of the Establishments Code, 1985 ;

- (g) Probationary Sub Women Inspectors should subscribe affirmation/oath to the effect that they comply with the Police Code of conduct immediate after commencing their training in terms of the I. G. P's Circular, No. 1693/2003 ;

- (h) Probationary Sub Women Inspectors should subscribe the Oath of allegiance for a prestigious public service, immediate after commencing their training in terms of the I.G.P's Circular, No. 1804/2004 ;

- (i) Probationary Sub Women Inspectors who have been confirmed in the post will have opportunities for promotions in terms of the approved Schemes of Promotions of the Sri Lanka Police.

11.(a) Attention is invited to the general conditions applicable to appointments to posts in the Public Service published at the beginning of the Section 11A of the Part I of this *Gazette* ;

- (b) Enlistment will be made in terms of Public Administration Circular, No. 15/90 dated 10.03.1990.

12. Applicants should annex copies of the following documents to their application (Originals must not be forwarded) :

- (i) Birth Certificate ;
- (ii) Two recent testimonials of Character (obtained from persons who are not related) ;

- (iii) Certificates in support of educational qualifications ;
(iv) Certificates in support of sports with outstanding records or other extra curricular activities ;
(v) A photostat copy of the service experience (if available) ;
(vi) A photostat copy of the Identity Card.

13.(a) Applicant who are already in the Public Service must forward their applications through the Heads of their respective Departments and they must be accompanied with a certificate stating that the officer can be released if selected.

(b) Applicants must fill the required particulars in their own hand writing on paper 11" x 8" in size and post them together with the copies of certificates, called for to the address given in paragraph two and under no circumstances should applications be handed over personally to any officer.

14. Applications which do not conform to the requirements stipulated in this notification will be rejected and such applicants will not be notified.

Note.— No travelling or other expenses will be paid to applicants who are summoned for the test and interview.

PUJITH JAYASUNDARA,
Inspector General of Police.

Police Headquarters,
Colombo 01,
09th January, 2018.

For office use
2x1 1/2 inches

SRI LANKA POLICE (NORMAL)

POST OF PROBATION WOMAN SUB INSPECTOR OF POLICE

SPECIMEN APPLICATION FORM

01. (a) Name in full (in block letters) : _____.
(As stated in the applicant's Birth certificate)
(b) Name with initials : _____.
(c) Post applied for : _____.

02. National Identity Card No. : _____.
(Copy of the NIC should be attached)
03. Father's name in full : _____.
04. Place of birth of the applicant : _____.
Divisional Secretariat to which the place of birth belongs : _____.
Province : _____.
05. (a) Present address : _____.
(b) Police Station to which the present address belongs : _____.
(c) Permanent Address : _____.
(d) Police Station to which the permanent address belongs : _____.
(e) Mailing Address
(f) Grama Niladari's Division to which permanent address belongs : _____.
Divisional Secretariat : _____.
(g) Telephone No. (Residence) : _____.
Mobile No. : _____.
06. (a) Nationality : _____.
(b) Whether you are a Sri Lankan citizen by birth or registration : _____.
(If by registration attach a copy of that certificate)
(c) If you are citizen by birth state the place of birth :—
(i) Applicant : _____.
(ii) Applicant's father : _____.
(iii) Applicant's paternal grandfather : _____.
(iv) Applicant's paternal great grand father : _____.
07. Date of Birth : _____.
(Copy of the birth certificate should be attached)
Age : _____.
(as at the closing date of applications as per the *Gazette Notification*) :
Years : _____, Months : _____, Days : _____.
08. Height : Feet : _____ . Inches : _____.
09. Educational qualifications (mention the examinations passed and the copies of the certificates should be attached) : _____.
10. Additional qualifications (Copies of the certificates should be attached) : _____.

11. Civil status :————.
12. (i) Present employment :————.
(ii) Are you a member of any armed force ? :————.
13. Do you have special skills and/or qualifications ? :——.
14. Give names and addresses of two non-related referees to inquire about you :
(i) ————.
(ii) ————.
15. Have you served in the Sri Lanka Police Service before ? (If so mention rank and regiment No.) and what are the reasons for leaving the service ? Give details) :————.
16. (a) Are you serving in any armed service ? (If so your application must be forwarded through the respective Service Commander) :————.
(b) Have you served in an armed service ? (If so attach a copy of your discharge certificate) :————.
17. (a) Are you serving in a Volunteer Armed Service ? (If so, your application must be forwarded through the respective Service Commander) : ————.
(b) Have you served in Volunteer Armed service ? (If so attach a copy of your discharge certificate) :————.
18. Have you been arrested on suspicion of having committed an offence ? Have you been, convicted or brought before the court or punished (If so give details) :————.
19. Has any of your relation been arrested on suspicion of having committed an offence or convicted or brought before the court or punished (If so give details) :——.
- I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. If the particulars furnished are found to be incorrect or false, I am aware that I am liable for immediate termination of my service in the Sri Lanka Police at any time even though I have been appointed to the post.
- ,
Signature of the Applicant.
- Date :————.
20. Certification of the Head of Department (If applicable) :
This is to certify that the applicant Mr./Miss is serving in the Department Corporation/ Board and if he is selected for the above post, he could be released from service.
- ,
Signature of the Head of the Department
with the Designation seal.
- Designation :————,
Date :————.
- 01-706/2

Examinations, Results of Examinations & c.

DEPARTMENT OF CULTURAL AFFAIRS

State Children's Art Festival - 2018

DRAWINGS for the "State Children's Art Festival - 2018" organized by the Ministry of Internal Affairs, Wayamba Development and Cultural Affairs, Department of Cultural Affairs and the State advisory Board of Visual Arts are accepted from 20th January 2018 until 16th March 2018 at National Art Gallery, Colombo 07. Out of the drawings so received, 50 drawings will be selected from each district and the relevant winners will be brought up for the second round. Competitions in the second round will be conducted with a special workshop at provincial level and all the winners of the first round will be presented with a certificate on that date. Drawings selected from the second round will be presented to "State Children's Art Festival - 2018", Winners will be presented with prizes, awards and certificates on the occasion of State Children's Art Festival.

Categories :

<i>Category</i>	<i>Age Group</i>	<i>Year of Birth</i>
1. Primary	05-06 years of age	2012-2011
2. Post Primary	07-09 years of age	2010-2009-2008
3. Junior	10-12 years of age	2007-2006-2005
4. Senior	13-15 years of age	2004-2003-2002
5. Senior Secondary	16-18 years of age	2001-2000-1999

Conditions :

1. Drawings could be on any theme of your choice.
2. you could use any medium of your choice for your drawings.
3. Each drawing should measure 18x14 inches.
4. Each applicant will be entitled to present only one drawing.
5. Your drawing should not have been presented for any other competition held before.
6. Drawing should be forwarded only from the district of your permanent residence.
7. Drawings received will be evaluated by a proficient Panel of Judges. The winners will be selected for the relevant district competition. The venue, date and the time of the competition will be notified later.
8. Following particulars should be clearly hand written correctly on the reverse of the drawing in Sinhala, Tamil and English. Any drawing in which the above particulars are not correctly mentioned will be removed from the competition. Drawings sent will not be returned. (In case the particulars are mentioned on a separate paper, it should be passed undetached).
9. Further details could be obtained from the cultural officers of the District Secretariat/Divisional Secretariat of your permanent residence.
 - * Name in Full :_____.
 - * Name with initials :_____.
 - * Date of Birth :_____.
 - * Age as at 31.12.2017 :_____.
 - * Category :_____.
 - * Private Address :_____.
 - * District of your permanent residence :_____.
 - * Telephone :_____.

I certify that the drawing on the reverse is my own.

_____,
Signature of the candidate.

Drawings should be sent to :-
National Co-ordinator,
State Advisory Board for Visual Arts,
National Art Gallery,
Ananda Coomaraswami Mawatha,
Colombo 07.

"**State Children's Art Festival - 2018**", should be marked on the top left hand corner of the envelope parcel in which you send the drawing.

ANUSHA GOKULA FERNANDO,
Director,
Department of Cultural Affairs.

08th Floor, Sethsiripaya,
Battaramulla.

Inquiries : 011-2882551/011-2872031

Further details could be obtained from website : www.culturaldept.gov.lk

01-677/1

DEPARTMENT OF CULTURAL AFFAIRS

State Arts and Sculpture Festival - 2018

APPLICATIONS for the **State Arts and Sculpture Festival - 2018** organized by the Ministry of Internal Affairs, Wayamba Development and Cultural Affairs, Department of Cultural Affairs and the State Advisory Board of Visual Arts, are accepted from 20th January to 31st May 2018. In case of a drawing, a compact disc which contains 02 clear photographs of the drawing and a passport size photograph of the relevant applicant should be sent along with the duly filled application and in case of sculptures and installations, a compact disc which contains 04 photographs i. e. front, back and the two side views of the sculpture/installations and a passport size photograph of the relevant applicant should be sent along with the duly filled application as per the rules and regulations. "State Arts and Sculpture Festival - 2018" should be written on the top left hand corner of the envelope.

Applications along with CDs should be sent by registered post or delivered by hand to Director, Department of Cultural Affairs, 8th Floor, Sethsiripaya, Battaramulla. The creations you have sent will be preliminary evaluated using a multimedia projector by a proficient Panel of Judges and the applicants so selected will be informed to submit the original creation, suitably prepared for display, to a particular place on a particular date. From these, only the creations suitable for display at **State Arts and Sculpture Festival - 2018** will be selected, after a review process and a certificate will be issued. Winners will be presented with awards, certificates and cash prizes.

Categories :

* Arts

1. Portraits
2. Landscapes
3. Creative Compositions (*N. B.* Creative portraits, landscapes *etc.* will also be considered under this)
4. Copying traditional paintings (brief description on the location of the painting and a photograph of the original painting is compulsory. The size of the original work should be correctly mentioned)

* Sculptures

1. Portraits
2. Creative Compositions (*N. B.* Creative portraits *etc.* will also be considered under this).
3. Traditional sculptures (brief description and a photograph of the original work is compulsory)
(You could use any permanent medium)

*** Installation Arts**

Maximum space of 8'x8'x8' (height, length, width) could be given.

*** Line Drawings**

*** Print Making**

Rules and Regulations :

1. The competition is open for any person above 18 years of Age.
2. Only the creations in 2017 and 2018 could be presented.
3. Creations presented for State Arts and Sculpture Festivals in the previous years cannot be presented.
4. You could use any topic of your choice.
5. You could use any permanent medium of your choice.
6. Each applicant will be entitled to present a single creation under any one category.
7. In case of installations, the maximum size should be height - 8 feet, width - 8 feet and length - 8 feet.
8. The particulars should be clearly and correctly mentioned in handwriting in Sinhala, Tamil or English in your application. Applications with unclear, incorrect or incomplete particulars will be rejected.
9. The CD should contain only the photographs of the creation and a photograph of the applicant.
10. The photographs of the CD should be in 300dpi resolution.
11. Name, Address, Signature and the telephone number should be mentioned clearly on the reverse of the CD.
12. The CD which contains the photographs of your creation will not be returned.
13. The photographs of your creation will be evaluated by a proficient Panel of Judges in the first round. Only the creations selected will be brought for a review and then presented for display. Those creations will be returned to you after the Festival.
14. You should remove your creation from the Exhibition Hall the day after the Festival. The Department will not be responsible for any creation which is not removed on due date.
15. The owner of the creation should be present compulsorily at the time of taking the creations to the Exhibition Hall, preparing the creations for display, returning the creations after the festival and taking the creations back.
16. Creations which do not fulfill the above rules and regulations will be removed from the competition without prior notice.
17. The decision of the Panel of Judges in all matters concerned shall be final.

**Director,
Department of Cultural Affairs,
08th Floor, Sethsiripaya,
Battaramulla.**

Inquiries : 011-2882551/011-2872031

Further details could be obtained from the Cultural Officers of the District/Divisional Secretariats throughout the island or through website www.culturaldept.gov.lk.

Topic of the creation :

Size of the creation : Height (CM) Length (CM) Width (CM)

Form of display : Displaying Table Hang on the wall On the Ground
 Others (.....)

Value of the creation in Rs. Rs.

I certify that the above particulars furnished by me are true and correct, I agree with all the rules and regulations of the competition.

Signature.

Date : _____.

01-677/2

MINISTRY OF HOME AFFAIRS

Grama Niladhari Administration Division

Written Examination to Test Computer Literacy and Efficiency Bar Examination for Officers in Class III of Grama Niladhari Service-2018

IT is hereby notified that an Efficiency Bar Examination and a written test in computer skills for the officers in Class III of Grama Niladhari Service will be held by the Department of Examinations Sri Lanka, in the month of May in 2018 as per the approved recruitment procedure of Grama Niladhari Service, and the applications are called for the Examination.

2.0 This examination for officers in Class III of the Grama Niladhari Service will be held only in Colombo, Kandy, Galle, Matara, Jaffna, Mannar, Mullaitivu, Trincomalee, Batticaloa, Kurunegala, Anuradhapura, Badulla, Ratnapura and Killinochchi. Numbers relevant to each town is indicated in the below table. Examination will be held only in the towns determined for the purpose. The list of relevant towns and town numbers are given below. The relevant section of the application should be filled by referring to the table of towns and town numbers given below. It will not be allowed

to change subsequently the town/ towns indicated. Any centre mentioned above can be canceled due to insufficiency of candidates and the candidates can be directed to a nearby centre.

<i>Town</i>	<i>Town No.</i>
Colombo	01
Kandy	02
Galle	03
Matara	04
Jaffna	05
Mannar	06
Mullaitivu	07
Trincomalee	08
Batticaloa	09
Kurunegala	10
Anuradhapura	11
Badulla	12
Rathnapura	13
Killinochchi	14

Details on the divisional secretariat and the included districts are indicated in the Schedule 01. The applicants should clearly indicate the divisional secretariat and the

allocated number as well as the district and the allocated number in the relevant place of the application as specified in the Schedule. Changing of such information at a later stage will not be allowed. No any request with regard to a loss caused to the applicant for incorrectly mentioning the said information will not be considered and the applications without the divisional secretariat and the division number mentioned will be rejected.

- 3.0 (i) This examination will be conducted by the Commissioner-General of Examinations and the candidates will be bound by the rules and regulations imposed by him with regard to the same.
- (ii) The rules and regulations for candidates have been separately printed in the *Gazette* Notification. Candidates will be subjected to any punishment imposed by the Commissioner-General of Examination for violation of these rules and regulations.

4.0 *Eligibility*.– Officers who have been recruited to Grade III of Grama Niladhari Service as per the Procedure of Recruitment effective from 29.09.2010 are eligible to appear for this Examination.

5.0 *Examination Procedure*.– Candidates should sit for a written examination, which will consist of the following subjects :-

<i>Subject</i>	<i>Subject No.</i>	<i>Marks</i>	<i>Duration</i>
1. Office systems and Accounts	01	100	2 hours
2. Subject Related Professional Knowledge	02	100	2 hours
3. Computer Test	03	100	1 1/2 hours

5.1 *Office Systems, and Accounts (Subject No. 01) Office Systems*

It is intended to test the candidate’s ability to apply the basic knowledge on office systems used in Grama Niladhari office and other government offices, ability to understand official letters and documents properly and to present his/ her opinions/ observations through brief notes and the ability to draft a report on subject related matters.

Accounts

It is intended to test the candidates of their knowledge on basic accounts and accounts systems used in the duties related to Grama Niladhari Service and other government offices, functions of cash control accounts and procurement procedures.

Part I- Consists of a short answer test. Questions should be answered in the paper itself. Should answer all questions (25 marks)

Part II- A paper consisting of 03 structured essay type questions. All 03 questions should be answered. (75 marks)

5.2 *Subject related professional Knowledge (Subject No. 02)*

This paper is designed to test knowledge of Grama Niladhari on the duties entrusted to him by various acts and regulations, ministries, departments provincial councils and other statutory institutions of the government.

Part I - Consists of a short answer test. Questions should be answered in the paper itself. Should answer all questions (25 marks)

Part II- A paper consisting of 03 structured essay type questions. All 03 questions should be answered. (75 marks)

5.3 *Computer Test (Subject No. 03)*

The objective of this is to test whether the candidates is having following skills.

- Basic concepts of Information Technology
- Windows Operating System
- Folder Management
- Word Processing
- File Management
- Basic skills, screen familiarization, editing texts, Aligning text, fonts and attributes, indenting paragraphs, change of line spacing,
- Tab setting, finding and replacing text, spelling and grammar, thesaurus, working with columns, page setup,

	printing documents, creating tables. Sorting texts, file management, mail merging, working with macros	<p><i>Note.-</i> Officers those who have obtained computer operating license awarded by National Apprentice and Industrial Training Authority and those who have obtained certificates (of which the recognition is equivalent or higher to computer operating license) on theory and practical knowledge of computer technology issued by the institutions recognized by Tertiary Education and Vocational Education Commission as per para 08 of annex 2 of Recruitment Procedure for Grama Niladharies dated 29.09.2010 shall be exempted from the requirement of passing this computer test. Further, officers who have obtained the certificate of Computer Application Assistant. (NVQ - Level 3) offered by National Apprentice and Industrial Training Authority shall also be exempted from the written test.</p> <p>6.0 The examination will be held in Sinhala and Tamil medium and candidates should answer question paper in the language medium in which they sat for the entry examination to the relevant service or in an official language. In case of candidates who entered the service without a Competitive Examination, both papers should be answered in the language medium of their education or in an official language. It will not be allowed to change the language medium of examination applied for, subsequently.</p> <p>7.0 Officers may appear separately for each subject and at different occasions at their discretion. However, they should score at least 40% of the total marks allocated for each subject for pass. The date on which the examination held for the candidate to complete all the subjects shall be treated as the date of passing the Efficiency Bar Examination.</p> <p>8.0 The results of the examination will be issued by the Commissioner General of Examination to me and action will be taken to notify the applicants the names of the candidates who have passed the examination through District Secretaries and Divisional Secretaries.</p> <p>9.0 The application for this examination should be in the form of the specimen appended to this notification and should be prepare by the candidates him/ her self. Applications should be sent by the Registered post through Divisional Secretariat of their Division Secretariat Division to reach the Commissioner- General of Examinations, Organization and Foreign Examinations Branch, Department of Examinations of Sri Lanka, P.O Box 1503, Colombo, on or before 26th February 2018. The name of the examination should be indicated at the top left hand corner of the envelope containing the application. Applications received after the</p>
Spreadsheets	Basic skills, formatting, editing, columns and ranges, insertion and deletion, sorting data, creating charts, printing, @ function, working with macros, file management	
Data Base	Introduction, Basic skills, Designing data base and use Formats, Queries, pop up Forms, Dialog and message boxes Sorting Obtaining reports Use of macro	
Presentation/ Illustrations	Basic Skills, editing, formatting Applying Designs, Inserting images, Clip Art and Graphs Slide Transition and effects, Animations Using Presentation Tools Preparing Masters, Printing slides and notes	
Internet	Introduction to internet, world wide web, How to navigate, Practical internet	
Email	Introduction, basic skills, receiving mail, sending mail, responding to mails, working with attachments, creating and using nicknames, composing messages,	

This paper consists of two parts.

Part I - 40 Multiple Choice Questions/ short answer questions Time 45 Minutes (40 Marks)

Part II - 05 Semi Structured questions. Time 45 Minutes (60 Marks)

closing date will be rejected. Incomplete applications, too, will not be accepted.

10.0 *Identity of the Candidates.*— Candidates will be required to prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose one of the following documents, along with the admission card issued by the Department of Examinations on which the signature has been certified should be submitted to the supervisor.

- (i) The National Identity Card issued by the Department of Registrations of Persons,
- (ii) A valid Passport.

The candidature of those who fail to produce any of the above-mentioned documents may be cancelled at the discretion of the Commissioner - General of Examinations.

11.0 *Applications.*— Applications should be prepared in a paper of A4 size using both sides of the paper in such a manner that Title Nos. 1.0 to 4.0 appears on the first page and 5.0 to 7.0 on the second page. The application could be typewritten but it should be filled in correctly and legibly by candidate's own handwriting. Application should strictly conform to the specimen appended and candidates are advised not to send more than one application or photocopies. Applications that do not comply with the specimen and that have not been perfected properly will be rejected without notice. Please indicate the title of the examination appearing the specimen in English language as well, on both Sinhala and Tamil application forms. It is the responsibility of the candidate to make sure that the application form perfected by him/her complies with the specimen given in the examination notice and further it would be advisable to keep a photocopy of the completed application form.

12.0 Officers appearing for the examination for the first time need not pay examination fees. However, for subsequent sittings, Rs. 500/= for the whole examination or two (02) subjects and Rs. 250/= for only one subject should be paid at any Post/ Sub Post Office island-wide to be credited to revenue head 2003-02-13 of the Commissioner General of Examinations. The receipt obtained in favor of the applicant should be affixed to the relevant page of the applications form. It is advisable to keep a photocopy of the receipt with the candidate. It will not be allowed to transfer the fee paid for this examination in favor of another. Further, no stamps or money orders for the examination fee will be accepted.

13.0 On the presumption that only the candidates who fulfill the qualifications specified under the *Gazette* notification have applied, the Commissioner- General of Examinations will issue copies of the time table and admission cards to all candidates whose applications have

been received. Issuance of an admission card to a candidate does not necessarily mean that the candidate has fulfilled the qualifications to sit the examination. Candidates should get their signature on the admission card attested in advance and surrender to the supervisor of the examination hall. A notification will be published in newspapers as soon as the admission cards are issued to the candidates. "If there is any candidate who is yet to receive the admission card even after two or three days of such notification", it should be inquired from the Organizations and Foreign Examinations Branch, Department of Examinations of Sri Lanka as stipulated in the advertisement. When such an inquiry is made name of the examination applied for, full name of the applicant, National Identity card No. and address should be clearly mentioned. In case of applicants outside Colombo, it will be more effective to send a letter of request to the fax number mentioned in the said advertisement furnishing a fax number to which the admission card should be sent. It would be advisable to keep a copy of the application form kept at applicant's possession, copy of the receipt of examination fees and the receipt of registering the letter, in order to prove certain matters inquired by the Department of Examinations.

13.1 Candidate's signature in the admission card should have been attested by the Head of Establishment or an officer delegated by him. A candidate shall appear for the examination under the assigned index number at the relevant examination hall.

14.0 The Heads of Departments should approve duty leave for officers to whom admission cards have been issued by the Commissioner General of Examinations, enabling them to appear for the examination. No travelling expenses will be paid.

15.0 The candidates are subjected to the rules and regulations on the conduct of the examination imposed by the Commissioner General of Examination. The candidates are liable to be subjected to any punishments imposed by the Commissioner General of Examinations and my decision shall be the final, in respect of any matter not provided for in this notification.

16.0 In the event of any inconsistency between Sinhala, Tamil and English texts of this *Gazette* Notification, the Sinhala text shall prevail.

NEIL DE ALWIS,
Secretary,
Ministry of Home Affairs.

Ministry of Home Affairs,
Independent Square,
Colombo-07,
On 12th January, 2018.

(For office use only)

Specimen Form of Application

EFFICIENCY BAR EXAMINATION AND WRITTEN
EXAMINATION TO TEST COMPUTER LITERACY
FOR OFFICERS IN CLASS III OF GRAMA
NILADHARI SERVICE - 2018

	Town	Town No.
First Choice	1.	
Second Choice	2.	

(Indicate the name and the number of the town in which you wish to sit for the examination, in the order of your choice, as per the Para No .2.0 in the *Gazette* Notification.)

Medium of examination :

Sinhala - 2

Tamil - 3

(Indicate the relevant number in the cage)

(This cannot be changed subsequently)

1.0 1.1 Name in full (In English Block Capitals):———. (Eg. HERATH MUDIYANSELAGE SAMAN KUMA GUNAWARDHANA)

1.2 Last Name With initials at the end :———. (In English Block Capitals) (Eg. GUNAWARDHANA, H.M.S.K.)

1.3 Name in full :———. (In Sinhala/ Tamil)

2.0 2.1 Address to which the admission card should be sent :———. (In English Block Capitals)

2.2 District and the District number to which the officer is attached :———.

(Indicate as per the Schedule I) (In English Block Capitals)

2.3 Divisional Secretariat and Divisional Secretariat number to which the officer is attached :———.

(Indicate as per the Schedule I) (In English Block Capitals) :———.

2.4 District and the Divisional Secretariat to which the officer is attached :———. (In Sinhala/ Tamil) :———.

3.0 3.1 National Identity Card No. :

3.2 Sex :-
Female - 1
Male - 0

(Indicate the relevant number in the cage.)

3.3 Date of Birth :-

Year : Month : Date :

4.0 Subject/s you offer on this sitting (Refer Para. 5.0 of the *Gazette* Notification):

Index No.	Subject	Subject No.
01.		
02.		
03.		

5.0 5.1 Grade :———.

5.2 Post :———.

5.3 Date of appointment to the relevant Grade :———.

5.4 Telephone No. :

6.0 *N.B.*- The receipt of the examination fee obtained from the Post/ Sub Post Office in favour of the applicant should be affixed here firmly :

Receipt No. :———.

Post/Sub Post Office :———.

Date :———.

Amount Rs. :———.

7.0 I declare that the above particulars are true and that I am eligible to appear for the examination in the language

medium indicated above. Further, I agree to be bound by the rules and regulations issued by the Commissioner-General of Examinations regarding this examination. And I affirm that I sit for the said examination as my first sitting/ I have paid the relevant examination fee and the receipt has been affixed hereto.

_____,
Signature of candidate.

Date : _____.

Certification of the Divisional Secretary

I certify that Mr/Mrs/Miss
. Grama Niladhari, who works at Grama Niladhari Division of in Divisional secretary's Division ofand

- (i) has placed his/her signature in my presence ;
- (ii) have checked the details provided above ;
- (iii) the officer is eligible to sit for this examination :
- (iv) the officer is exempted from the examination fee since the first sitting/the receipt of the prescribed examination fee is affixed here (Delete inapplicable words)

_____,
Signature and official stamp of the
Divisional Secretary.

Name : _____.
Designation : _____.
Address: _____.
Date: _____.

SCHEDULE I

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Colombo	1103	Colombo <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td>0</td><td>1</td></tr></table>	0	1
0	1			
Kolonnawa	1106			
Kaduwela	1109			
Homagama	1112			
Hanwella	1115			
Padukka	1118			
Maharagama	1121			
Sri Jayawardanapura Kotte	1124			
Thimbirigasyaya	1127			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Dehiwala	1130	Colombo <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td>0</td><td>1</td></tr></table>	0	1
0	1			
Rathmalana	1131			
Moratuwa	1133			
Kesbewa	1136			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Negombo	1203	Gampaha <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td>0</td><td>2</td></tr></table>	0	2
0	2			
Katana	1206			
Divulapitiya	1209			
Meerigama	1212			
Minuwangoda	1215			
Wattala	1218			
Ja-Ela	1221			
Gampaha	1224			
Attanagalla	1227			
Dompe	1230			
Mahara	1233			
Kelaniya	1236			
Biyagama	1239			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Panadura	1303	Kalutara <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td>0</td><td>3</td></tr></table>	0	3
0	3			
Bandaragama	1306			
Horana	1309			
Ingiriya	1310			
Bulathsinghela	1312			
Madurawala	1315			
Millaniya	1318			
Kalutara	1321			
Beruwala	1324			
Dodangoda	1327			
Mathugama	1330			
Agalawatta	1333			
Palindanuwara	1336			
Walallawita	1339			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Thumpane	2103	Kandy
Poojapitiya	2106	
Akurana	2109	
Pathadumbara	2112	
Panwila	2115	
Ududumbara	2118	
Minipe	2121	
Medadumbara	2124	
Kundasale	2127	
Gangawata Korale	2130	
Harispattuwa	2133	
Hataraliyadda	2134	
Yatinuwara	2136	
Udunuwara	2139	
Doluwa	2142	
Pathahewaheta	2145	
Delthota	2148	
Udawalatha	2151	
Gangaihalala Korale	2154	
Pasbage Korale	2157	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Benthota	3103	Galle
Balapitiya	3106	
Karandeniya	3109	
Elpitiya	3112	
Niyagama	3115	
Thawalama	3118	
Neluwa	3121	
Nagoda	3124	
Baddegama	3127	
Welivitiya Divithura	3130	
Ambalangoda	3133	
Hikkaduwa	3136	
Gravets	3139	
Bope Poddala	3142	
Akmeemana	3145	
Yakkalamulla	3148	
Imaduwa	3151	
Gonapeenuwala	3154	
Habaraduwa	3157	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Galewela	2203	Matale
Dambulla	2206	
Naula	2209	
Pallepola	2212	
Yatawatta	2215	
Matale	2218	
Ambangaga Korale	2221	
Laggala Pallegama	2224	
Wilgamuwa	2227	
Raththota	2230	
Ukuwela	2233	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Pitabeddara	3203	Matara
Kotapola	3206	
Pasgoda	3209	
Mulatiyana	3212	
Athuruliya	3215	
Akuressa	3218	
Welipitiya	3221	
Malimbada	3224	
Kamburupitiya	3227	
Hakmana	3230	
Kirinda Puhulwella	3233	
Thihagoda	3236	
Weligama	3239	
Matara	3242	
Devinuwara	3245	
Dikwella	3248	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kothmale	2303	Nuwara Eliya
Haguranketha	2306	
Walapane	2309	
Nuwara Eliya	2312	
Ambagamuwa	2315	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Sooriyawewa	3303	Hambanthota <table border="1"><tr><td>0</td><td>9</td></tr></table>	0	9
0	9			
Lunugamwehera	3306			
Thissamaharama	3309			
Hambanthota	3312			
Ambalanthota	3315			
Angunakolapelessa	3318			
Weeraketiya	3321			
Katuwana	3324			
Okewela	3327			
Beliatta	3330			
Tangalle	3333			
Walasmulla	3336			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Mannar	4203	Mannar <table border="1"><tr><td>1</td><td>1</td></tr></table>	1	1
1	1			
Manthai West	4206			
Madu	4209			
Nanaddan	4212			
Musali	4215			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Vavuniya North	4303	Vavuniya <table border="1"><tr><td>1</td><td>2</td></tr></table>	1	2
1	2			
Vavuniya South	4306			
Vavuniya	4309			
Vengalcheddikulam	4312			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Kayts (Island North)	4103	Jaffna <table border="1"><tr><td>1</td><td>0</td></tr></table>	1	0
1	0			
Chankanei (Walikamum West)	4106			
Sandilipay (Walikamum South West)	4109			
Thelippalei (Walikamum North)	4112			
Uduvil (Walikamum South)	4115			
Kopai (Walikamum East)	4118			
Karaweddi (Wadamarachchi South West)	4121			
Maruthankerny (Wadamarachchi East)	4124			
Point Pedro (Wadamarachchi North)	4127			
Chawakachcheri (Thenmarachchi)	4130			
Nallur	4133			
Jaffna	4136			
Velanai (Island South)	4139			
Delft	4142			
Kareinagar	4145			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Thunukkai	4403	Mullativu <table border="1"><tr><td>1</td><td>3</td></tr></table>	1	3
1	3			
Manthai East	4406			
Pudukuduirippu	4409			
Oddusudan	4412			
Maritimepattu	4415			
Welioya	4418			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Pachchilaipalli	4503	Kilinochchi <table border="1"><tr><td>1</td><td>4</td></tr></table>	1	4
1	4			
Kandawalai	4506			
Karachchi	4509			
Punakari	4512			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Koralepattu North	5103	Batticaloa <table border="1"><tr><td>1</td><td>5</td></tr></table>	1	5
1	5			
Koralepattu West (Oddamawadi)	5106			
Koralepattu (Valaichchenai)	5109			
Eravurpattu	5112			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Eravurpattu Town	5115	Batticaloa <table border="1"><tr><td>1</td><td>5</td></tr></table>	1	5
1	5			
Manmunei North	5118			
Manmunei West	5121			
Kaththankudi	5124			
Manmuneipattu	5127			
Manmunei South West	5130			
Porativupattu	5133			
Manmunei South	5136			
Koralepattu South	5139			
Koralepattu Central	5142			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Town and Gravets	5315	Trincomalee <table border="1"><tr><td>1</td><td>7</td></tr></table>	1	7
1	7			
Thambalagamuwa	5318			
Kanthale	5321			
Kinniya	5324			
Muthur	5327			
Seruvila	5330			
Verugal/ Echchalampattuwa	5333			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Dehiaththakandiya	5203	Ampara <table border="1"><tr><td>1</td><td>6</td></tr></table>	1	6
1	6			
Padiyathalawa	5206			
Maha Oya	5209			
Uhana	5212			
Ampara	5215			
Nawindaweli	5216			
Samanthurei	5218			
Kalmuna-Tamil	5224			
Saindamarudu	5225			
Karativu	5227			
Nindavur	5230			
Addalachchena	5233			
Eragama	5234			
Akkaraipattu	5236			
Alayadivembu	5239			
Damana	5242			
Thirukkivil	5245			
Pothuvil	5248			
Lahugala	5251			
Kalmuna - Muslim	5254			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Giribawa	6103	Kurunegala <table border="1"><tr><td>1</td><td>8</td></tr></table>	1	8
1	8			
Galgamuwa	6106			
Ehetuwewa	6109			
Ambanpola	6112			
Kotawehera	6115			
Rasnayakapura	6118			
Nikaweratiya	6121			
Mahawa	6124			
Polpithigama	6127			
Ibbagamuwa	6130			
Ganewatta	6133			
Wariyapola	6136			
Kobeigane	6139			
Bingiriya	6142			
Bamunakotuwa	6149			
Maspotha	6151			
Kurunegala	6154			
Mallavapitiya	6157			
Mawathagama	6160			
Rideegama	6163			
Weerambagedara	6166			
Kuliyapitiya East	6169			
Kuliyapitiya West	6172			
Udubaddawa	6175			
Pannala	6178			
Narammala	6181			
Alawwa	6184			
Polgahawela	6187			
Paduwasnuwara East	6190			
Paduwasnuwara West	6193			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Padavi Sri pura	5303	Trincomalee <table border="1"><tr><td>1</td><td>7</td></tr></table>	1	7
1	7			
Kuchchaveli	5306			
Gomarankadawala	5309			
Morawewa	5312			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Kalpitiya	6203	Puttlam
Wanathavilluwa	6206	
Karuwalagaswewa	6209	
Nawagaththegama	6212	
Puttlam	6215	
Mundalama	6218	
Mahakumbukkadawala	6221	
Anamaduwa	6224	
Pallama	6227	
Arachchikattuwa	6230	
Chilaw	6233	
Madampe	6236	
Mahawewa	6239	
Naththandiya	6242	
Wennappuwa	6245	
Dankotuwa	6248	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Padaviya	7103	Anuradhapura
Kebithigollewa	7106	
Medawachchiya	7109	
Mahawilachchiya	7112	
Nuwaragampalatha Central	7115	
Rambewa	7118	
Kahatagasdigiliya	7121	
Horoupothana	7124	
Galenbindunuwewa	7127	
Mihinthale	7130	
Nuwaragampalatha East	7133	
Nachchaduwa	7136	
Nochchiyagama	7139	
Rajanganaya	7142	
Thambuttegama	7145	
Thalawa	7148	
Thirappane	7151	
Kekirawa	7154	
Palugaswewa	7157	
Ipalogama	7160	
Galnewa	7163	
Palagala	7166	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Higurakgoda	7203	Polonnaruwa
Medirigiriya	7206	
Lankapura	7209	
Welikanda	7210	
Dimbulagala	7212	
Thamankaduwa	7215	
Elahera	7218	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Mahiyanganaya	8103	Badulla
Rideemaliyadda	8106	
Meegahakiula	8109	
Kandaketiya	8112	
Soranathota	8115	
Passara	8118	
Lunugala	8119	
Badulla	8121	
Hali Ela	8124	
Uwa Paranagama	8127	
Welimada	8130	
Bandarawela	8133	
Ella	8136	
Haputhale	8139	
Haldummulla	8142	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>
Bibila	8203	Monaragala
Madulla	8206	
Medagama	8209	
Siyambalanduwa	8212	
Monaragala	8215	
Badalkumbura	8218	
Buttala	8221	
Wellawaya	8224	
Kataragama	8227	
Thanamalwila	8230	
Sewanagala	8233	

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Eheliyagoda	9103	Rathnapura <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td>2</td><td>4</td></tr></table>	2	4
2	4			
Kuruwita	9106			
Kiriella	9109			
Rathnapura	9112			
Imbulpe	9115			
Balangoda	9118			
Opanayake	9121			
Pelmadulla	9124			
Elapatha	9127			
Ayagama	9130			
Kalawana	9133			
Niwithigala	9136			
Kahawatta	9139			
Godakawela	9142			
Weligepola	9145			
Embilipitiya	9148			
Kolonna	9151			

<i>Divisional Secretary's Division</i>	<i>Number of the Divisional Secretary's Division</i>	<i>Relevant Number and District</i>		
Rambukkana	9203	Kegalle <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td>2</td><td>5</td></tr></table>	2	5
2	5			
Mawanella	9206			
Aranayake	9209			
Kegalle	9212			
Galigamuwa	9215			
Warakapola	9218			
Ruwanwella	9221			
Bulathkohupitiya	9224			
Yatyanthota	9227			
Dehiovita	9230			
Deraniyagala	9233			

01-794