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சுவசிரிபாய

SUWASIRIPAYA

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சுகாதார அமைச்சு
Ministry of Health

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எனது இல) CF/EXC/01/2021
My No.)
ඔබේ අංකය)
உமது இல)
Your No. :)

දිනය)
திகதி) 17 / 06/2021
Date)

General Circular letter No:- 02-41 (2021)

Provincial Health Secretaries,
Deputy Directors General - Sri Lanka National Hospital,
Provincial Directors of Health Services,
All Hospital Directors under the line Ministry,
Regional Directors of Health Services and,
Heads of Institutions,

**First Efficiency Bar Examination for the Paramedical Service who are in Grade III in the
Ministry of Health – (2021 - 1st Term)**

It is hereby notified that the Efficiency bar Examination which should be passed by **Pharmacists, Physiotherapists, Occupational Therapists, Radiographers and Medical Laboratory Technologists** belonging to the Paramedical service (MT - 06 - 2016) who are in Grade III within three years from the date of appointment to Grade III will be held on in Sinhala, Tamil and English medium. The date, venue and the time of the examination will be notified along with the admission card.

02. Qualifications

The officers who have been appointed to **Pharmacists, Physiotherapists, Occupational Therapists, Radiographers and Medical Laboratory Technologists (MT – 06- 2016) in Grade III** and not yet completed this examination are only eligible to apply for this examination.

03. Applications

Applications prepared by the candidates as per specimen appended to this letter should be sent under Registered Cover to reach the Director (Examinations), "Suwasiripaya", No.385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10 on or before **2021.07.17** through their Heads of Institutions. The Head of Division should certify the accuracy of contents in each application. Two self-addressed envelopes (Candidates can write their official or private address) **in the size of 9" x 4" inches, affixed with stamps to the value of Rs. 45.00** should be sent along with the application. **Applications which are received late, incomplete or inaccurate will be rejected.**

Note: The application should be prepared using an A4 paper based on the specimen form of application so as to accommodate from 01 to 04 on the first page and from 05 to 09 on the second page. Applications which do not confirm to above will be rejected without any information.

04. Examination fees

- i. Candidates who sit the examination for the first time need not pay examination fees. However, in every subsequent sitting they should affix stamps to the value of Rs. 25/= per subject in the stamps cage provided for in the application and cancel same by placing their signature and the date.
- ii. The fees once paid will not be refunded or transferred to other examinations under any circumstances.

05. Admission to the Examination

- I Candidates whose applications have been accepted will be issued with Admission Cards. They should duly complete and submit same to the Supervisor at the Examination center. 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 Relevant institution
 - (c) A Valid Driving License
 - (d) A Valid Passport

06. Scheme of the Examination

This Efficiency Bar examination consists of two question papers which are essay type questions in Establishments Code & Procedural Rules Rules and Financial Regulations. They can complete the examination at once or several occasions. At the first attempt officers should apply for all relevant subjects.

07. Syllabus

07.1 Establishments Code & Procedure Rules

The question paper consists of 08 essay type questions and candidates are required to answer any 05 questions out of them. Duration is 3 hours for each question paper and each paper will receive 100 marks. Applicants shall secure minimum of 40% marks to have pass in the examination.

➤ **Establishments Code and Public Administration Circulars on officers' performances evaluation will be based on 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 with in the Island
Chapter	XIX	-	Government Quarters
Chapter	XLVII	-	Government Quarters
Chapter	XLVIII	-	Disciplinary Procedure

07.2 Financial Regulations.

The question paper consists of 08 essay type questions and candidates are required to answer any 05 questions out of them. Duration 3 hours and total marks are 100. Applicants shall secure minimum of 40% marks to have pass in the examination.

Financial Regulation will be based on following chapters.

Chapter I - Expenditure and Revenue Estimates, Consolidated Fund, Annual Estimates, Alteration of Annual Estimates.

(F.R. 01 – F.R. 68)

Chapter III - Financial Management and accountability, Chief Accounting officer, Accounting Official Revenue Account, Authority for payment. Approval certification assignment

(F.R – 124 – F.R. 147)

08. To follow the Regulations Related to Examination Procedure

Candidates are warned against copying or attempting to copy from the script of another candidate or from any book or paper or notes whatsoever. No candidate should attempt to look at the script of another candidate and should not help any candidate either help another candidate or obtain help from another candidate or person. Further Mobile phones & the similar electronic equipment's should not be used. Any candidate who disregards this rule is liable to punishment.

09. Please bring the contents of this circular letter to the notice of all relevant officers in your division/ specialized campaign / Institution. This has been included to the web site- www.health.gov.lk

Web Path: - www.health.gov.lk → Staff Access → Admin → Circulars

N.B - Sinhala medium notification on examination will be effected if any contradictory is arisen in the circular letter published in Sinhala, Tamil and English mediums.

Chamika H. Gamage

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Deputy Director General (Admin) II

For Secretary

Ministry of Health

Chamika H. Gamage

Deputy Director General (Administration) II

Ministry of Health

"Suwasiripaya"

Colombo 10.

- 05 (a) Whether you sit for the examination for the first time: -.....
- (b) If so not, have you affixed stamps to the application?

Stamp Cage

06. Certificate of the candidate:-

- (i) I do hereby certify that the particulars furnished by me in this application are true and accurate to my knowledge and I need not affix stamps since I sit the Examination for the first time / have affixed stamps to the value of Rs. since I repeat the Examination,* and the stamps affixed by me to the application are genuine and not used before.
- (ii) I agree to abide by the rules and regulations stipulated by the Department of Health for the conduct of this Examination and if I was found ineligible in accordance with the scheme of the Examination I agree with whatever decision taken for the cancellation of my candidature.

.....

.....

Date

Signature of the candidate

07 Certification of the officer who have handled the personal files

It is here certified that the application was forwarded to before the closing date. the application has been completed according to the details of the personal file by the applicant. A copy of the application has been field.

.....

.....

Date

Name and Signature

08. Certification of Head of Institution:

I certify that Mr./Mrs./Miss..... serves as a in this institution, and the particulars furnished by him/her in the application are correct in accordance with the particulars available in his/her personal file, and he/she sit the examination for the first time and he/she is eligible to sit for the examination and he/she placed his/her signature in my presence.

Date:.....

.....

Signature of the Head of Institution

(Rubber Stamp)

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

Mr./Mrs./Miss.....serves as a Grade III in my Division / Campaign* and the particulars furnished by him / her* in the Application are correct in accordance with the particulars available in his / her* personal file and he / she* is eligible to sit for the Examination.

.....

.....

Date

Signature of Head of
Decentralized Unit / Specialized campaign
(Frank / Rubber stamp)

* - Delete words which are inapplicable