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Website )



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சுவசிரிபாய  
SUWASIRIPAYA

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எனது இல. )  
My No. ) CF/EXU/02/2022

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உமது இல. )  
Your No. )

දිනය ) 2022/07/ 26  
திகதி )  
Date )

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சுகாதாரம் அமைச்சு  
Ministry of Health

General Circular Letter No: 02 - 66 / 2022

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

**Efficiency Bar Examination for the Officers in Grade II of the Post of Speech Therapist belonging to the Service of Professions Supplementary to Medicine (Salary Scale MT-06) of the Ministry of Health – 2022 (1<sup>st</sup> Term)**

It is hereby notified that the efficiency bar examination which should be passed before expiry of three years from the date of promotion to Grade II of the post of Speech Therapist will be held in Sinhala, English, and Tamil medium. The date, venue and time of the examination will be mentioned on the Admission Card. **(The Subject Related Question Paper will be issued only in English medium).**

**02. Qualifications**

Officers only who have been promoted to the post of Speech Therapist in Grade II and have not yet completed the examination are eligible to apply for the examination.

**N.B.**

- Take necessary action to send applications of the officers only who have been promoted to Grade II on or before **09/09/2022** and already received their appointment letters.
- Officers, who have passed the second efficiency bar examination in terms of the old Scheme of Recruitment, should sit the question papers Establishments Code and Financial Regulations in terms of the new Scheme of Recruitment.
- Officers who have failed the second efficiency bar examination in terms of the old Scheme of Recruitment should sit all the three (03) question papers in terms of the new Scheme of Recruitment.

**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) Ministry of Health No. 385, "Suwasiripaya" Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before **09/09/2022** through their Heads of Institutions. The Head of Division should certify the accuracy of contents in each application. **Self addressed two (02) envelopes** (Candidates can write their official or private address) in the size of 9" x 4", 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 the application so as to recommended from 01 to 04 on the first front page and from 05 to 09 on the second page. Applications which do not conform to above will be rejected without any information.*

**04. Examination fees**

- 4.1 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.
- 4.2 The fees once paid will not be refunded or transferred to other examinations under any circumstances.

**05. Admission to the Examination**

- 5.1 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 centre. Otherwise they will not be allowed to sit the examination.
- 5.2 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 ) Valid Driving License
  - ( d ) Valid Passport

**06. Scheme of Examination**

This examination consists of an **efficiency bar examination** and a **departmental examination**. The efficiency bar examination consists of two essay type question papers namely **Establishments Code and Procedural Rules** and **Financial Regulations**. The departmental examination consists of **Subject Related Written Test, Oral and Practical tests**.

**07. Syllabus of the Examination**

**7.1 Efficiency Bar Examination**

Seven (07) questions consist in each of these two question papers and four (04) questions should be answered in each question paper. Total marks given for each paper is 100 and minimum 40 marks should be secured to pass each question paper. Duration is two (02) hours.

**7.1.1 Establishments Code and Procedural Rules**

This question paper is designed based on the following chapters of the Establishments Code and Procedural Rules of the Public Service Commission.

Chapters of the Establishments Code:

Chapter XV	Travel abroad for Study, Training or on Duty
Chapter XVI	Holiday Travel
Chapter XXIII	Special Concessions and Conditions Regarding Officers Suffering from Certain Types of Illnesses
Chapter XXIV	Salary Loans / Advances
Chapter XXV	Concession to Members of Trade Unions
Chapter XXVII	Channel of Communications
Chapter XXVIII	Administrative Procedures
Chapter XXX	Rights of Government over its Officers
Chapter XXXIII	Legal Advice and Legal Actions
Chapter XLVII	General Conduct and Discipline
Chapter XLVIII	Rules of Disciplinary Procedure

### 7.1.2 Financial Regulations

Chapters of the Financial Regulations:

- Chapter VI Custody of Public Money Etc.  
Imprests and Bank Accounts, Security of Public Finances,  
Board of Survey, Overdraft and Bank Accounts. (From F.R. 315 to F.R. 396)
- Chapter XIII Supplies, works and services: - Supplies / Purchasing  
procedure, Survey of Stores, Storage, Contracts, Deviation  
from Tender Procedure. (From F.R. 708 to F.R. 775)

### 7.2 Departmental Examination

#### 7.2.1 Subject Related Question Paper (Written)

This question paper consists of eight (08) questions and out of that five (05) questions should be answered. A total of 100 marks will be given for the paper. Minimum 40 marks should be secured to pass the paper. Duration is three (03) hours.

#### 7.2.2 Subject Related Oral Test

This is an oral test carried out on subject field and the problems faced by the officers while they are on duty. A total of 100 marks will be given for this test. Fourty (40) marks should be secured to pass the test. Duration is 15 minutes.

#### 7.2.3 Subject Related Practical Test

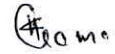
This is a practical test carried out on the subject held. A total of 100 marks will be given for this test. This test will carry 100 marks. Fourty (40) marks should be secured to pass the test. Duration varies depending on the test.

#### 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 equipments should not be used. Any candidate who disregards this rule is liable to punishment.

09. Please bring the contents of this circular to the notice of all officers of your Division/ Specialized Campaign of Service category. The information is also available in the Web Site – [www.health.gov.lk](http://www.health.gov.lk)  
Web Path :- [www.health.gov.lk](http://www.health.gov.lk) → Staff Access → Admin → Circulars

**Note: In case of any inconsistency between the texts in Sinhala, Tamil and English texts of this notification, the text in Sinhala Language shall prevail.**



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

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



- 05 (a) Whether you sit for the examination for the first time: -.....  
(b) If not so, 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 Ministry 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 subject management assistant who keeps 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 personnel file by the applicant. A copy of the application has been filed.

Date :.....

Name and Signature

08 Certification of Head of Institution

\*Mr/Ms ..... is well known to me and he / she\* sits the Examination for the first time / repeats the Examination \*he / she\* need not affix stamps / has affixed stamps to the value of Rs. .... to the Application 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 and he / she\* placed his / her\* signature in my presence.

Date :.....

Signature of Head of Institution/Frank

09 Certificate of the Head of Decentralized unit / specialized Campaign

\*Mr/Ms ..... serves as a grade II Speech Therapist 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