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SUWASIRIPAYA

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சுகாதார அமைச்சு  
Ministry of Health

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எனது இல ) D/DS/AT/177/2020  
My No. )  
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Your No. : )  
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திகதி )  
Date ) 2021.07. 19

All Secretaries of Provincial Ministries of Health  
All Provincial / Regional Directors of Health Services  
All Directors of Teaching and General Hospitals  
All Medical Superintendents of Base Hospitals  
All Heads of Decentralized Units, Specialized Campaigns & Institutions  
All Regional Dental Surgeons / Dental Surgeons Concerned

**Annual Transfers of Dental Surgeons 2021**  
**Provisional Noted List for Annual Transfers**

01. The draft list of Dental Surgeons noted for annual transfers 2021 is attached.(Annexure 01)
02. **Noted list:** The criteria for Dental Surgeons to be noted for the 2021 annual transfer are,
  - A. Dental Surgeons who were assigned posts from Annual Transfer and completed 04 years or more at the station by 31.12.2020, based on the effective date of the transfer order.
  - B. Dental Surgeons who were assigned special posts from Annual Transfer and have completed 02 years or more at the present station by 31.12.2020, based on the effective date of the transfer order.
  - C. Newly appointed Dental Surgeons who have completed 04 years or more at the station by 31.12.2020, based on the effective date of the appointment.
  - D. Newly appointed Dental Surgeons who were assigned Special Posts and have completed 02 years or more at the station by 31.12.2020, based on the effective date of the appointment.
  - E. Dental Surgeons who are currently temporarily attached after foreign leave, after PGIM studies and after Secondment Posts.
  - F. Dental Surgeons who were assigned 1 year posts in 2020 annual transfer.
  - G. Dental Surgeons who were reinstated in 2017.

Officers who have not reported to a previous transfer order will be excluded except those who received 1 year posts.

**03. Process to be included in the Eligible list for Transfers and to be Considered as Not Noted (CNN):**

A web based consent form has been developed to request to include in the Eligible List / to remain in the same station (CNN) and to submit any other claims. All Dental Surgeons are kindly informed to submit their requests only through web based consent form in the official web site of Ministry of Health ([health.gov.lk](http://health.gov.lk) – staff access>admin>transfers click the link in application form tab) and send the printed copy of the same, duly endorsed by the Heads of the institutions / Heads of Decentralized Units with documentary proof (Grade letter, confirmation letter, reporting letter) on or before 25 .07.2021. You are kindly requested to fax the same (with the endorsement of the Head of the institution) to Director, Dental Services office on 0112692846 to expedite the transfer process.

**Please note –**

**Those who do not submit their requests to become eligible on or before 25.07.2021 will not be considered for transfers either at the initial stage or at the appeal stage. Requests to become CNN will only be accepted before 25.07.2021**

All officers who have completed 02 years or more in their present station by 31.12.2020 based on the effective date of the transfer order are eligible to apply for annual transfers 2021. Officers who become eligible will be awarded posts only by their preferences. If their preferences are not available they will be allowed to remain in their same station. However if an eligible officer is assigned to a post they applied for, they will not be allowed to appeal to remain at their current station.

All heads of institutions are required to verify grade dates, nopay and probation details of applicants before forwarding the applications.

**04. Further to the above, all Heads of Institutions and Dental Surgeons are kindly requested to inform Director (Dental Services) any observations/omissions/additions/corrections in the noted list on or before 25.07.2021 via **Tel- 0112692846 or Fax: 0112692846 & 0112693180****

The criteria and details regarding conducting annual transfer will be notified in the covering letter of the final noted list.

  
Dr. S.H. Munasinghe  
Secretary

**Dr. S. H. Munasinghe**  
Secretary  
Ministry of Health  
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