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சுவசிரிபாய
SUWASIRIPAYA

මගේ අංකය)
எனது இல) MA/MS/B/01/2020
My No.)

ඔබේ අංකය)
உமது இல)
Your No. :)

දිනය)
திகதி) 31-08-2020
Date)

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சுகாதார அமைச்சு
Ministry of Health

Provincial Directors of Health Services
Regional Directors of Health Services,
Directors of Teaching/Provincial/District General Hospitals
Medical Superintendents of Base Hospitals,
District Medical Officers of Divisional Hospitals,
Heads of Specialized Campaigns & Decentralized Units,
All Heads of Institutions concerned,
All relevant Medical Officers

Collecting Information for Annual Transfer of Grade Medical Officers - 2021

The Ministry of Health is in the process of formulating the noted list to be used for Annual Transfers of Grade Medical Officers 2021 serving in the Department of Health Services.

Medical Officers to be noted for the 2021 Annual Transfer.

- Medical Officers who were released from 2017 annual transfer order.
- Medical officers who have been duty reported from Special Appeal, North & East and Special List transfer orders before 31st December 2017.
- Medical Officers who are currently temporary attached after Foreign Leave, after PGIM studies, and after Secondment Post during last one year period.
- Medical Officers who were reinstated on 2017.
- Medical officers who are duty reported as per the post intern assignments in 2017.

Medical Officers should serve a minimum active period of two (02) years from the date of reporting for the duty in current station, if they got the transfer order on or after 2018 Annual Transfer list to be eligible for the noted list as per the instructions given by the Health Services Committee of Public Service Commission letter No. HSC/TRA/MO/I4/I4/2019, dated 14th January 2020.

Please note that Medical Officers who have completed 2 or more years in a permanent work station, but not yet completed 4 years are also eligible to apply for 2021 annual transfer. Relevant applications for "Requested to be Noted" can be download from <http://www.health.gov.lk/> under the transfers section and to be submitted through the proper channel to the below address on or before 18-09-2020 in order to be included in the noted list.

Director (Medical Services),
Ministry of Health and Indigenous Medical Services
"Suwasiripaya",
385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo - 10.
TP – 011 266 75 10, Fax – 011 266 75 06


Requests of Withdrawals from the applications for "Requested to be noted" will be only accepted by a letter through proper channel on or before 30th September 2020. Please note that given transfer orders until 2020 Annual Transfer List, will not be cancelled despite you are completed four or more years in your current station.

Please note that it is compulsory to update the Additional Google Sheet relevant to the 2021 AT and submit a printed certified copy of that on or before 23-09- 2020.

Anyone, whose name is not appearing in the noted list, will not be permitted to apply for Annual Transfers 2021. But those who have completed four years in current station without a pending transfer order and fail to inform through the Head of the Institution, will be noted by the Ministry of Health and should consider it compulsory to apply for Annual Transfer 2021.

As per the public service rules, all Head of Institutions should inform the details of all eligible officers and to provide correct information on time to Directorate of Medical Services, Ministry of Health.

Your active contribution in this regard is greatly appreciated.


Dr. S. H. Munasinghe
Secretary

Dr. S. H. Munasinghe
Secretary
Ministry of Health
"Suwasiripaya"
385, Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10, Sri Lanka.

Copies

01. Secretary, Health Services Committee, Public Service Commission
02. Director General of Health Services
03. Secretary, Government Medical Officers Association

NOTE: MEDICAL OFFICERS WHO ARE ON PENDING TRANSFER ORDERS (ANNUAL/SPECIAL APPEAL/ N&E) ARE NOT ELIGIBLE TO APPLY FOR THE ANNUAL TRANSFERS 2021

Details of Medical Officers (Compulsory noted)

Medical Officers to be noted for the 2021 Annual Transfer.

- a. Medical Officers who were released from on or before 2017 annual transfer orders.
- b. Medical officers who have been duty reported from Special Appeal, North & East and Special List transfer orders before 31st December 2017.
- c. Medical Officers who are currently temporary attached after Foreign Leave, after PGIM studies, and after Second mend Post during last one year period.
- d. Medical Officers who were reinstated on 2017.
- e. Medical officers who are duty reported as per the post intern assignments in 2017.

Name of the Region/ Institute:

NIC	Name	Institute	Post	Grade	Grade Date	Duty Reported Date	Transfer Order

Director (Medical Services)
Ministry of Health,
Indigenous Me
"Suwasiripaya"
Colombo 10.

Signature and Official Stamp of
Head of Institution/Region
Date: 2020-09-

Details of Medical Officers (Request to be noted)

Eligibility – Medical Officers who have reported for duty by 2018 and 2019 AT on or before 31st December 2019.

Name of the Region/ Institute:

NIC	Name	Institute	Post	Current Grade	Grade Date	Duty Reported Date	Transfer Order

Director (Medical Services)
 Ministry of Health, Nutrition &
 Indigenous Medicine,
 "Suwasiripaya"
 Colombo 10.

[Handwritten signatures]

Signature and Official Stamp of
 Head of Institution/Region
 Date: 2020-09-

Requested to be noted for Annual Transfer of Grade Medical Officers – 2021

Eligibility – Medical Officers who have reported for duty by 2018 and 2019 AT on or before 31st December 2019.

Personal Details:

- a) Name of Applicant with Initials : _____
b) Full Name : _____
c) Contact No : _____
d) NIC No : _____
e) SLMC No : _____
f) Permanent Address : _____
g) E-mail Address : _____

Present Work Station Details:

- a) Work Station : _____
b) RDHS Area : _____
c) Present Post : _____
d) Appointment Type (Permanent or Temporary) : _____
e) If Permanent, Duty Reported Date to that Station : _____

(Attached duty reporting letter of the current permanent station)

- f) Present Grade: _____ Grade Date: _____

- g) Actual service period in present station Years: _____ Months: _____ Days: _____

I hereby certify that the above particulars are correct and confirm to be noted for the Annual Transfer of Grade Medical Officers 2020.

Signature of Applicant

Date: 2020-09-

Observation and Recommendation of the Head of Institution

I certify the particulars furnished by the applicant, are correct. (State any incorrect information, if furnished by the applicant)

Signature and Stamp of Head of Institution

Date: 2020-09-

**NOTE: MEDICAL OFFICERS WHO ARE ON PENDING TRANSFER ORDERS
(ANNUAL/SPECIAL APPEAL/ N&E) ARE NOT ELIGIBLE TO APPLY FOR THE
ANNUAL TRANSFERS 2021**

Director (Medical Services)
Ministry of Health, Nutrition &
Indigenous Medicine,
"Wasiripaya"
Colombo 10.