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சுவசிரிபாய

SUWASIRIPAYA

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எனது இல)
My No.) CF/EXJ/06/2020

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உமது இல)
Your No. :)

දිනය)
திகதி) 25/09/2020
Date)

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சுகாதார அமைச்சு
Ministry of Health

General Circular Letter No: 02-84/2020

Provincial Health Secretaries,
Deputy Director General, National Hospital of Sri Lanka,
Provincial Directors of Health Services,
All Directors Hospital Under the Line Ministry,
Regional Directors of Health Services,
Heads of Institutions connected.

Third Efficiency Bar Examination for the Officers belonging to the Supervisory Management Assistant Technical Service Category (MN – 03 2006 (A)) of the Ministry of Health - 2020 (Second Term)

It is hereby notified that the Efficiency Bar Examination which should be passed before expiry of 03 years from the date of recruitment Grade I of Supervisory Management Assistant Technical Service Category (MN – 03 2006 (A)) of Ministry of Health will be held on 15/11/2020 in the media of Sinhala, Tamil and English. The place and the time of examination will be notified in the admission card.

02. Qualifications

Only the officers in the posts of **Photographer, Lift Technician, Air Condition Technician, Plant Supervisor, Transport Officer, Transport Foreman, Electric Technician, Draftsman, Technical Officer (Civil), Technical Officer (Electrical)**, who have received an appointment in Grade II of Supervisory Management Assistant Technical Service Category (MN – 03 2006 (A)) of Ministry of Health & Indigenous Medical Services and not yet completed the efficiency bar examination, may apply for this examination.

N.B: Please send me the applications of the officers only who have received appointment letters on being promoted to Grade 1 by 30 /06 /2020.

03. Applications

Applications prepared by the candidates as per specimen appended to this circular should be sent under registered cover to the Director (Examinations), "Suwasiripaya" No.385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before **15/10/2020** through the respective Head of Institution. The Head of Division should certify the accuracy of contents in each application. Three 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 No. 01 to 04 on the first page and from No 05 to 08 on the second page. Applications which are not in compliance with the specimen form will be rejected without any notice.

04. Examination fee:-

- I. Candidates who sit for 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 application and cancel the same by placing their signature and date.
- II. The examination fee once paid will not be allowed to transfer for any other examination or refunded for any reason.

05. Admission to the Examination:-

- I. Candidates whose applications are accepted will be issued with Admission Cards. The Admission card should be duly completed and submitted same to the Supervisor at the Examination Hall. Otherwise they will not be allowed to sit for 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) Identity Card issued formally by the Ministry of Health
 - (c) Valid Driving License
 - (d) Valid Passport

06. Scheme of Examination:-

This efficiency bar examination consists of **General question paper** for Each post and candidates are required to answer any 04 questions out of 05 questions. Total marks is 100 and minimum 40 marks should be secured to pass the examination. Duration is 03 hours.

07 Syllabus

7.1 General Questions paper is prepared as follows.


- I. Read note of a certain statement or a discussion and Preparing a report on a given topic. (25 marks)
- II. Read note of a certain statement or a discussion and Preparing a letter on a given topic. (20 marks)
- III. Any two questions should be answered out of 3 case study questions relevant to the duties of a each post. (25 marks per case study, 50 marks in total)

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 to the notice of all officers serving in your Division/ Specialized Campaign/ Institution. The information is also available on the Web site www.health.gov.lk

N.B. :- In the event of any inconsistency between the Sinhala, Tamil and English texts of this notification the notification in Sinhala shall prevail.


H A K Pushpakumara
Deputy Director General (Admin) II
For Secretary
Ministry of Health

05. Certificate of the candidate :-

- (i) I here by certify that the particulars mentioned by me in this application are true and correct to my knowledge and that I need not affix stamps since I sit for 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 cancellation.
- (ii) I agree to abide by the rules and regulations stipulated by the Ministry of Health concerning this Examination and I agree with whatever decision taken to cancel my candidature. If it was found that I am not eligible according to the rules of this examination.

.....
Date

.....
Signature of the candidate

06. Certification of by the Officer in charge of personal files

I certify that this application was submitted to me before the closing date and that the applicant has filled the application correctly according to the particulars in the personal file and a copy of this application is filed in the personal file.

.....
Date

.....
Name and Signature

07. Certification of Head of Institution

I do hereby certify that * Mr / Mrs / Miss serves as a in this institution and He/she sit for the Examination for the first time/not for the first time* and has affixed stamp to the value of Rs / not necessary to affix stamp* and the particulars furnished in the Application are true and correct to his/her personal file and He/she is eligible to sit for the examination. He/She placed her signature before me.

.....
Date

.....
Signature of Head of Institution/Rubber Stamp

08. Certificate of the Head of Decentralized unit

* Mr / Mrs / Miss Serves as a Grade I of Supervisory Management Assistant Technacial Service Category (MN – 03 2006 (A)) of Ministry of Health in my Institution and the particulars furnished by her in the application are correct according to the particulars in his/ her personal file and He/she is eligible to sit for this Examination.

.....
Date

.....
Signature of the Head of Decentralized Unit

(Frank / Rubber stamp)

* - Delete irrelavent words