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சுவசிரிபாய
SUWASIRIPAYA

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My No.)CF/EXK/01/2021

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திகதி) 01.04./2021
Date)

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சுகாதார அமைச்சு
Ministry of Health

General Circular Letter No :- 02 - 24 / 2021

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,
Heads of Institutions

First Departmental Examination for the Posts of Supervisory Management Assistants of Non – Technical / Technical Service Category (MN - 03- 2006 (A) in the Sri Lanka Technical Service of the Ministry of Health - 2021 (Foreman (Bio Medical), Audiology Technician, Electrical Maintenance Technician, Orthopedic Work - Shop Technician, Public Health Field Officers and Cinema Technician)

It is hereby notified that in terms of the Minute on Sri Lanka Technical Service No. 1426/36 dated 06.01.2006 the First Departmental Examination for the Posts of Supervisory Management Assistants of Non – Technical Service Category (MN - 03 - 2006 (A) in the Sri Lanka Technical Service will be held in the medium of Sinhala, Tamil and English. The date, venue and the time table of the Examination will be mentioned in the admission card.

02. Qualifications:

Officers in Grade III Seg II “B” of a post belonging to the Supervisory Management Assistant (Non – Technical/ Technical) Service Category (MN - 03 - 2006 (A) (Foreman (Bio Medical), Electrical Maintenance Technician, Orthopedic Work - Shop Technician, Public Health Field Officers, Audiology Technician and Cinema Technician), of Ministry of Health and those who have not yet completed the First Departmental Examination, may apply for this Departmental Examination.

N.B. :- Only the Officers who have received appointments before 01.06.2013 are eligible to apply for this examination.

03. Applications:

Applications prepared by the candidates in accordance with the specimen form of application appended at the end of this circular should be sent by registered post to reach Director (Examinations) Suwasiripaya, No. 385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10 on or before 20/05/2021 through the respective Head of Institution. The accuracy of the particulars furnished in each application should be certified by the Head of Division. self Three (03) addressed envelope (Official or private address) in the size of 9"x4" inches, affixed with stamps to the value of Rs.45.00 should be sent along with the application. Applications received after the closing date, incomplete or inaccurate will be rejected without notice.

N.B: Applications should be prepared using a paper of A4 size in such a way that the Nos.04 to 04 appear on the 1st page whilst the Nos. 05 to 09 appear on the 2nd page. Applications that do not comply with the specimen will be rejected without notice.

04. Examination Fees:

- I. Candidates who sit the examination for the first time are exempted from paying examination fees. Other candidates should affix stamps to the value of Rs. 25/= per subject in the application and cancel the same by placing his/her signature.
- II. The examination fees paid will not be transferred to any other examination or refunded under any circumstance.

05. Admission to the Examination:

- I. Admission cards are issued to the candidates whose applications are accepted. The admission card should be duly completed and submitted to the supervisor of the examination center. Otherwise, it 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) A formal identity card issued by the Ministry of Health or a relevant institution.
 - c) A Valid Driving License
 - d) A Valid Passport

06. Scheme of the Examination:

This examination consists of two parts viz written and practical test. Hundred (100) marks will be given for each part. You should obtain minimum 40 marks for each part to pass the examination. You can appear for one part or both in one sitting or several sitting and complied the examination. At the first attempt officer should apply for all relevant subjects.

07. Written Examination:

7.1 Subject related question paper

Each questions paper related to the subject activities according to the following syllabus will be provided for the candidates who belong to the post of Foreman (Bio Medical), Electrical Maintenance Technician, Orthopedic Work - Shop Technician, Public Health Field Officers, Adiology Technician and Cinema Technician.

Duration for this paper is 03 hours. Total marks is 100. Subject related question paper consists of 08 essay type questions and 05 out of 08 questions should be answered. Minimum 40 marks should be obtained to pass the examination.

Syllabus

In addition to the facts relevant to the technical matters of the Department, Circulars and Instructions relevant to Departmental regulations, acts, procedures and which are relevant to patient care services and community health.

7.2 Practical Test :-

Practical test for the posts of (Foreman (Bio Medical), Electrical Maintenance Technician, Orthopedic Work - Shop Technician, Public Health Field Officers and Cinema Technician) is based on the skills and activities relating to the subject matters. practical test related to the abilities and activities of the subject field. Duration is 1 1/2 hours. Total marks is 100. Minimum of 40 marks should be obtained to pass the test.

N.B : (Officers who have obtained one of the technical qualifications prescribed under the Professional Statutes No. 1426/34 and 6.3.1 (c) dated 06.01.2006 are entitled to exemption from the technical subjects of the first departmental examinations.)


08. 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 the all officers who are serving in your Division/Specialized campaign/Institution in the posts of Supervisory Management Assistant of Non-Technical Service category (MN-03-2006) (A) in the Sri Lanka Technical Service of the Ministry of Health. (This information can also be obtained from the web site - www.health.gov.lk)

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

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


Chamika H. Gamage

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

05. (i) Whether you have sat the examination before:-
(ii) If the application is forwarded not for the first time whether stamps have been affixed.....

Stamp Cage

06. Certificate of the candidate :-

- (i) I hereby 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 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, Nutrition & Indigenous Medicine 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

07. **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

08. **Certification of Head of Institution:**

I do hereby certify that Mr./Mrs./Miss*..... serves as a In this institution and he / she* sits the Examination for the first time / not for the first time* and has affixed stamps to the value of Rs..... / not necessary to affix stamps* 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 his/her* signature before me.

Date :.....

.....
Signature of the Head of Institution
(Rubber Stamp)

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

I certify that Mr./Mrs./Miss*..... serves as a in my Unit/ Campaign* and particulars furnished in the application are correct in accordance with the particulars available in the personal file of the candidate and he/she* is eligible to sit for this examination.

.....
Date

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

(* - Delete words which are inapplicable)