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சுவசிரிபாய

SUWASIRIPAYA

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சுகாதார அமைச்சு  
Ministry of Health

දුරකථන ) 0112669192 ,0112675011  
தொலைபேசி ) 0112698507 , 0112694033  
Telephone ) 0112675449 ,0112675280

ෆැක්ස් ) 0112693866  
பெக்ஸ் ) 0112693869  
Fax ) 0112692913

විද්‍යුත් තැපෑල ) postmaster@health.gov.lk  
மின்னஞ்சல் முகவரி )  
e-mail )

වෙබ් අඩවිය ) www.health.gov.lk  
இணையத்தளம் )

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எனது இல )  
My No. ) CF/EXJ/01/2022  
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உமது இல )  
Your No. : )  
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திகதி ) 2022.01...  
Date )

General Circular Letter No: 02-06/2022

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,  
Heads of Departments.

**Departmental & Efficiency Bar Examination for Public Health Laboratory Technicians II Seg. "A" /  
Grade II – 2021 (Secound Tream)**

It is hereby notified that the Efficiency Bar Examination and Departmental Examination which should be passed by Public Health Laboratory Technicians II Segment "A" / Grade II before reaching the fourth salary step of the salary scale relevant to Grade II ,will be held in the media of Sinhala, Tamil and English. (Subject Related Knowledge Paper will be in the English Medium only). Date, venue and the time of examination will be notified in the Admission Card.

**02. Qualifications**

Officers who have been appointed to a post of Public Health Laboratory Technicians II Segment "A" / Grade II and not yet completed this examination are only eligible to apply for this examination.

**N.B Take necessary actions to send applications of the officers only who has been promoted to grade II by 30/06/2021 and already received the appointment letters.**

**03. Applications**

Applications prepared by the candidates as per specimen appended to this circular should be sent under registered cover to reach the Director (Examinations) "Suwasiripaya" No.385, Ven. Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before **18/02/2022** 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 from of application so as to accommodate from 01 to 04 on the first side of the page and from 05 to 09 on the second side of the page. Applications which are not in compliance with the specimen form will be rejected without any notice.**

#### 04. Examination fees

- I 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 application and cancel the same by placing their signature and the date.
- II The fees 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 centre. Otherwise they will not be allowed to sit 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 formally by the Ministry of Health or relevant institutions
  - ( c ) Valid Driving License
  - ( d ) Valid Passport

#### 06. Scheme of the Examination

This examination consists of two parts viz: **Departmental Examination and Efficiency Bar Examination**. Departmental Examination consists of three parts viz: Written, Oral and a Practical each part is given 100 marks and minimum 40 marks should be obtained for each part to pass the examination.

Efficiency Bar Examination consist of two papers viz: **Establishments Code Public Service Commission and the Procedural rules. and Financial Regulations Each Subjects** is given 100 marks. Minimum 40 marks should be obtained for one subject to pass the examination.

The examination can be completed in one or several sittings. Applicants who sit for the examination for the first time should apply for all subjects.

#### 07. Syllabus of the Examination

##### 07.1 Departmental Examination

##### 07.1.1 Subject Related Knowledge Paper

- (a) A three (03) hour duration subject related question paper consists of 08 essay questions. Should answer 05 selected questions out of it. Total Marks is 100.

- i. Subject fields of Malaria, Filariasis, Respiratory diseases, Sexually Transmitted diseases & AIDS and Leprosy.
- ii. Laboratory Management

**07.1.2 Practical Test** - A Practical test related to the subject related capabilities, activities. All Syllabuses related to subject knowledge paper will be applicable to this test also. Total Marks is 100. Exam duration will vary according to test.

**07.1.3 Oral Test** - An oral test will cover all syllabuses applicable to subject knowledge append Problems arising while in service. Total Marks is 100. 15 minutes for each candidate.



## 7.2 Efficiency Bar Examination

### 07.2.1 Establishments Code & Procedure Rules Paper

Time 02 hours. The question paper will have 07 Essay type questions and candidates are required to answer any 04 question out of them.

#### Question Will be based on following 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 - Right of Government over its Officers
- Chapter XXXIII - Legal advice and legal actions
- Chapter XLVII - General Conduct and discipline
- Chapter XLVIII - Disciplinary Procedure

Public Administration Circular on Officers performances appraisal will also apply.

### 07.2.2 Financial Regulations Paper

Time 02 hours. The question paper will have 07 Essay type questions and candidates are required to answer Any 04 question out of them.

#### Question Will be based on following chapters.

- i Chapter VI - Custody of Public Finances Etc. Impress and Bank Accounts – Security of Public Finances, Board of Survey, Bank Draft, Bank Accounts.  
(F.R. 315 – F.R.396)
- ii Chapter XIII - Supplies works and services - Supplies/ Purchasing system, Stores Verifications Storage System, Contracts Deviation from tender procedure  
(F.R. 708 – F.R.775)

## 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 eligible Public Health Laboratory Technicians Class II Seg. " A " in your Institution who are in the posts for Public Health Laboratory Technicians II Segment "A" / Grade II before reaching the fourth salary step of the salary scale relevant to Grade II. The information is also available on the Web site [www.health.gov.lk](http://www.health.gov.lk)

**N.B. :- Sinhala medium notification on examination will be effected if any contradictory is arisen in the examination notifications published in Sinhala, Tamil and English mediums.**

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

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





05. (a) Have you sat for this examination before? .....  
(b) Have you affixed stamp for this time, if sat the examination before?

**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 Department 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

**07. Certification 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 \*Mrs / Miss ..... serves as a ..... in this institution and she sit 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 her personal file and she is eligible to sit for the examination. She placed her signature before me.

.....  
Date

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

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

\*Mrs/Miss ..... serves as a Public Health Laboratory Technicians Class II Seg. " A "/ Grade II in my Division / Campaign\* and the particulars furnished by him/her\* in the application are correct according to the particulars in him/her personal file and he/she\* is eligible to sit for this Examination.

.....  
Date

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

(\* - Delete irrelevant words)