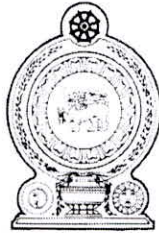


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சுகாதார அமைச்சு  
Ministry of Health

All Health 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 – 2024**  
**Provisional Noted List for Annual Transfers**

1. The provisional list of Dental Surgeons noted for annual transfers 2024 is attached.  
(Annexure 01)
2. **Noted List** : The criteria for Dental Surgeons to be noted for the 2024 annual transfer are,
  - A. Dental Surgeons who were assigned posts from Annual Transfer and completing 04 years or more at the station by 31.12.2023 based on the effective date of the transfer order.
  - B. Dental Surgeons who were assigned special posts from Annual Transfer and completing 02 years or more by the present station 31.12.2023 based on the effective date of the transfer order.
  - C. Newly appointed Dental Surgeons who were completed 04 years or more at the station by 31.12.2023 based on the effective date of the appointment letter.
  - D. Newly appointed Dental Surgeons were assigned Special Posts and completing 02 years or more at the station by 31.12.2023 based on the effective date of the appointment letter.
  - E. Dental Surgeons who are currently temporarily attached after foreign leave, PGIM studies and Secondment Posts.

F. Dental Surgeons who were assigned 1 year posts in 2023 annual transfer irrespective of the reporting status.

G. Dental Surgeons who were reinstated in 2020

H. Officers who are on previous transfer orders and not reported are not included in the list.

3. **Criteria to include in the Eligible list for Transfers & Officers Considered as Not Noted (CNN):**

A web based application form has been developed to request to include in the Eligible List, Eligible/CNN 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** this application form in the official website of Ministry of Health (health.gov.lk – staff access>admin>transfers click the link in the application form tab) on or before 05/11/2023.

Please ensure that the documents you are uploading are duly endorsed by the relevant head of the institutions. The PDF document applicants receive via the web based application form also should be duly endorsed by the head of institutions / heads of decentralized campaigns and forward to the Ministry of Health via the postal address No : 385, Rev. Baddegama Wimalawansa Thero Mawatha, Colombo 10, Sri Lanka.

**Please note –**

Those who do not submit their requests to become eligible on or before **05/11/2023** will not be considered for transfers either at the initial stage or at the appeal stage level.

Requests to become CNN will only be accepted before **05/11/2023**.

All officers who have completed 02 years or more in their present station by 31.12.2023 based on the effective date of transfer order are eligible to apply for annual transfer 2024. 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 a post they applied for, they will not be allowed to appeal to remain at their current station All applicants should pay special attention to the information they provide as the Transfer Board will not take any responsibility regarding the inconveniences caused by erroneous information.

All heads of institutions are required to verify grade dates, no pay and probation details of Applicants before forwarding the applications.

4. 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 provisional noted list on or before **05/11/2023** via the email address [dentalapplicationsonline@gmail.com](mailto:dentalapplicationsonline@gmail.com).
5. It is **compulsory** for the Grade Dental Surgeons belonging to the above groups (mentioned in para no 2: A, B , C, D ,E ,& F ) to apply even if their names are not appearing in the **Provisional Noted List**.
6. Please note that the names in this list are not according to the exact Merit order.

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



Director General of Health Services

**Actg. Director General of Health Services**  
Ministry Of Health  
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