

Note.- Part II and IV(A) of the Gazette No. 2479 were not published.



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No. 2,480 - FRIDAY, MARCH, 13, 2026

(Published by Authority)

## PART I: SECTION (IIA) - ADVERTISING

(Separate paging is given to each language of every Part in order that it may be filed separately)

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### IMPORTANT NOTICE REGARDING ACCEPTANCE OF NOTICES FOR PUBLICATION IN THE WEEKLY "GAZETTE"

ATTENTION is drawn to the Notification appearing in the 1st week of every month, regarding the latest dates and times of acceptance of Notices for publication in the weekly *Gazettes*, at the end of every weekly *Gazette* of Democratic Socialist Republic of Sri Lanka.

All notices to be published in the weekly *Gazettes* shall close at 12.00 noon of each Friday, two weeks before the date of publication. All Government Departments, Corporations, Boards, etc. are hereby advised that Notifications fixing closing dates and times of applications in respect of Post-Vacancies, Examinations, Tender Notices and dates and times of Auction Sales, etc. should be prepared by giving adequate time both from the date of despatch of notices to Govt. Press and from the date of publication, thereby enabling those interested in the contents of such notices to actively and positively participate please note that inquiries and complaints made in respect of corrections pertaining to notification will not be entertained after **three months** from the date of publication.

All notices to be published in the weekly *Gazettes* should reach Government Press two weeks before the date of publication *i.e.* notices for publication in the weekly *Gazette* of 2nd April, 2026, should reach Government Press on or before 12.00 noon on 20th march, 2026.

#### Electronic Transactions Act, No. 19 of 2006 - Section 9

"Where any Act or Enactment provides that any proclamation, rule, regulation, order, by-law, notification or other matter shall be published in the Gazette, then such requirement shall be deemed to have been satisfied if such rule, regulation, order, by-law, notification or other matter is published in an electronic form of the Gazette."

S. D. PANDIKORALA,  
Government Printer.

Department of Govt. Printing,  
Colombo 08,  
01<sup>st</sup> January, 2026.



This Gazette can be downloaded from [www.documents.gov.lk](http://www.documents.gov.lk)

1. General Qualifications required :

1:1 Every applicant must furnish satisfactory proof that he is a Sri Lankan. A Sri Lankan, is a citizen of Sri Lanka by descent or by registration as defined in the Sri Lanka Citizenship Act.

1:2 A candidate for any post for which the minimum educational qualification prescribed is a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass in the Senior School Certificate Examination or equivalent or higher examination, should have a pass either in Sinhala language or Tamil language obtained, as the case may be, at the Senior School Certificate Examination or its equivalent if he is either a Sinhalese educated in Sinhala Medium or if he is a Tamil educated in Tamil Medium (This requirement will not apply to those who are in the public service from a date prior to January 01, 1961, and who seek appointments to other posts in the public service).

1:3 Application from the New Entrants, Public Officers, who are not either Sinhala or Tamil educated, whose probationary trial appointments have been terminated for failure to pass the prescribed official language proficiency tests will not be entertained unless they have obtained the qualifications which could entitle them to seek exemptions from the highest proficiency test prescribed for the post.

2. Conditions of Service-General :

2:1 All officers in the Public Service will be subject to the Financial Regulations, the Establishments Code, Departmental Orders or Regulations and any other Orders or Regulations that may be issued by the Governments from time to time.

2:2 A Public officer may be required to furnish security in terms of the Public Officers (Security) Ordinance, in such sum and in such manner as the secretary to the Ministry concerned may determine.

2:3 A Public Officer may be called upon to serve in any part of the Island.

3. Conditions of Service applicable to Public Officers holding permanent appointments :

3:1 In addition to the conditions referred to in Section 2 above Public Officer holding permanent appointments will be subject to the following further conditions:

3:1:1 All appointments will be on probation for a period of 3 years unless a longer period is considered necessary in respect of any post. Any appointment may be terminated at any time during the period of probation without a reason being assigned.

3:1:2 All public officers are required to conform to the provisions of the Chapter IV of the Constitution of the Democratic Socialist Republic of Sri Lanka and any other laws, regulations or rules that may be made from time to time to give effect to the Language Policy of the Government.

3:1:3 All Public officers who have not entered the Public Service either in Sinhala Medium or in Tamil Medium are required to acquire a working knowledge in one of the official languages.

3:1:4 Confirmation at the expiry of the period of probation of an officer who entered the Public Service in a medium other than Sinhala or Tamil will depend, inter alia, on the passing of the Grade I Proficiency Test in one of the Official Languages within one year; Grade II Proficiency Test within two years, and Grade III Proficiency Test (where applicable) within three years from the date of appointment.

Failure to pass a test within the prescribed period will result in the suspension of increments. Suspension will be converted to a stoppage if the test is not passed within a further period of six months beyond the prescribed period such stoppage operating until the test is passed or until such time as the provisions of Section 3:1:6 below apply.

3:1:5 Such officers should, on receiving appointment, be given facilities on full pay, for a period of 6 months to obtain proficiency in one of the official languages. He will thereafter, be required to sit the relevant proficiency examination and if he does not pass he will be given the opportunity to pass the examination within a period of 2 years immediately after the period of 6 months on full pay, while he performs his normal duties.

3:1:6 If he fails to pass the examination in this prescribed period of 2 1/2 years his services will be terminated.

3:1:7 A Public Officer already confirmed in permanent post in the Public Service will not normally be required to serve the period of probation on being appointed to another permanent post in the Public Service. Such Officers may in the first instance be appointed to act in the new post for a

specified period with a view to testing him in his new post.

3:1:8 Selected candidates (Other than those already holding permanent or temporary appointments in the Public Service) who have already been medically examined will be required to undergo a medical examination by a Government Medical Officer to test their physical fitness to serve in any part of the Island.

4. Terms of Engagement :

4:1 Public officers appointed to permanent and pensionable posts should contribute to the 'Widows and Orphans' Pension Scheme from their salary an amount equivalent to the percentage the Government requires to recover from their salary.

4:2 Public officers appointed to permanent or temporary posts on Provident Fund basis will be required to contribute 6% of their consolidated salary to the Public Service Provident Fund. The Government will contribute as its share of contributions an amount equal to 150% of the compulsory contributions credited to the fund at the close of the Financial Year.

4:3 Officers who hold pensionable appointments in the Public Service and who are released for appointments to pensionable posts in the Local Government Service and those officers in the Local Government Service who hold pensionable appointments and who are released for appointments to pensionable posts in the Public Service will be allowed pensionability in their posts in the Local Government Service and Public Service respectively.

4:4 Regular Force personnel in the Army, Navy and Air Force who are released for appointments to posts in the Public Service which are pensionable under the Minutes on Pension will be allowed pensionability in their posts in the Public Service. Notwithstanding anything to the contrary in these Minutes the unforfeited full pay service of any member of the Armed Forces who is released to accept an appointment as a Public Officer in a post which has been declared to be pensionable under these Minutes shall be reckoned for the purpose of any pension or gratuity payable under these Minutes.

5. Serving Officers in the Public Service :

5:1 Applications from officers of the Public Service who possess all the necessary qualifications must be forwarded through the Heads of their respective Departments. In the case of applications from Public Officers holding post in the permanent establishment in the Public Service. Heads of Departments in forwarding such applications should state whether the applicants could be released or not to take up the new appointment, if selected.

5:2 Candidates may be required to present themselves for interview at an appointed time and place. No travelling or other expenses will be paid in this connection.

5:3 Anyone desiring to recommend a candidate should do so by giving a testimonial. Any form of canvassing or any attempt to influence the selection of a candidate will disqualify such candidates.

5:4 Any statement in the application which is found to be incorrect will render the applicant liable to disqualification if the inaccuracy is discovered before the selection and to dismissal if discovered after the selection.

5:5 Application not conforming in every respect with the requirements of the advertisement will be rejected.

6. Definition of Salary for the purpose of Eligibility :

6:1 Salary for purposes of eligibility means only the consolidated salary and does not include any action salary, allowances etc.

7. New National Policy on Recruitment and Promotions :

Recruitment and Promotion in the Public Service, Provincial Public Service, Public Corporate Sector and Companies fully owned by the Government will be done in accordance with the policy laid down in the Public Administration Circulars No. 15/90 of 09.03.1990, 15/90 (I) of 25.03.1990 & 15/90 (ii) of 15.06.1990 with effect from 01.01.1990 subject to amendments that will be done by subsequent Public Administration Circulars.

Rules and Instructions for Candidates

All candidates are bound to act in conformity with the provisions of the Examinations Act, No. 25 of 1968.

All candidates are bound to abide by the rules given below. A candidate who violates any of these rules is liable to one or more of the following punishments at the discretion of the Commissioner of Examinations :—

- (i) Suspension from the whole or part of the examination or one subject or a part thereof ;
- (ii) Disqualification from one subject or from the whole examination ;
- (iii) Debarment from appearing for an examination for a period of one year or two years ;
- (iv) Debarment for life ;
- (v) Suspension of the certificate for a specified period ;
- (vi) Reporting the candidate's conduct to his Superiors or handing over the candidate to the Police or making a complaint to the Police over his action.

The Commissioner reserves himself the right to take action at any time before the Examination or at any stage of it or thereafter, and his decision shall be deemed final. In the case of examinations for recruitment to the Public Service, the decision of Commissioner of Examinations shall be subject to the Supervision of the Public Service Commission.

1. All candidates should conduct themselves in a quiet manner in and around the Examination Hall so as not to disturb or obstruct the Supervisor, his assistants or the other candidates. They should enter and leave the Examination Hall as quietly as possible.

2. Candidates should obey the Supervisor. Therefore, when the Examination is in progress and before the commencement of the Examination as well as immediately after the end of the Examination they should act in accordance with the instructions of the Supervisor and his assistants.

3. Under no circumstances whatsoever will a candidate be allowed into the Examination Hall after the lapse of half an hour after the commencement of a paper. No candidate will be permitted to leave the hall till after half an hour from the time of commencement of the paper. Candidates who come late for Practical and Oral Examinations are liable to be refused admission.

4. Every candidate should sit at the desk bearing his/her index number and not at any other desk. Unless with the permission of the supervisor no candidate should change his/her seat. The occupation of a seat other than the one assigned to him by a candidate is liable to be considered as an act with a dishonest intention.

5. Absolute silence should be maintained in the Examination Hall. A candidate is forbidden to speak to, communicate with or have dealings with any person within or outside the Examination Hall other than a member of the Examination Hall Staff. If there is an urgent need for a candidate to communicate with another, prior permission must be obtained from the supervisor.

6. A candidate's answer script is identified only by the Index Number and his/her name should not be written on the answer script. Another candidate's index number appearing on the answer script of a candidate is considered as an attempt to commit a dishonest act. Answer scripts bearing an index number that is difficult to decipher is liable to be rejected.

7. Candidates should write only on the paper provided and should not write anything on the blotting paper, question paper, desk or any other place. Non conformity with this rule could be taken as an act with dishonest intentions.

8. Any paper or answer book supplied should not be torn up, crushed, folded or erased. Each and every sheet of paper used for rough work should be tied up with the answer script. It should be a part of the answer script. (Such rough work should be neatly crossed out.) Anything written inside the Examination Hall should not be taken out. If a question has been answered twice, the unnecessary answer should be neatly crossed out. Failure to abide by these requirements may be considered as an attempt to cheat.

9. When answering questions in Mathematics the submission of correct answers with incorrect working or with no working at all and in art if the work of art is similar or very close in resemblance to that of another candidate in concept, in form or in execution it is liable to be considered as a dishonest act.

10. The removal of any paper or stationery supplied to candidates out of the Examination Hall is prohibited. All such material remains the property of the Commissioner of Examinations. Breach of this rule shall be liable to be considered an act with dishonest intention.

11. While in the Examination Hall a candidate should not have with him or near him any book, note book, pocket note book, exercise book, sheet of paper or pieces of paper other than the stationery supplied to him. Nor should any handbag, travelling bag or parcel other than the candidate's boxes of colours and boxes of instruments where necessary or any file cover, card board pad, folded newspapers, brown papers should be brought into the Examination Hall. Breach of this rule is a punishable act.

12. A candidate is strictly forbidden to keep with him any book, note book or a sheet of paper with written notes once inside the Examination Hall. Should the Supervisor so requires, each candidate is bound to

declare everything he has with him/her. Breach of this requirement shall be considered as an attempt to commit an act of dishonesty.

13. Candidates are forbidden to copy or attempt to copy from the answer script of another candidate, a book, paper containing notes or any other source. A candidate should not attempt to look at the answer script of any another candidate. A candidate should refrain from helping another Candidate and also from getting help from another candidate or a person. Every completed answer sheet should be kept underneath the sheet on which the answer is being written. Sheets of writing paper should not be strewn all over the desk.

14. A candidate will under no circumstance whatsoever be allowed to leave the Examination Hall even for a brief period during the course of the paper. However in an emergency if a candidate needs to leave the hall, he/she shall be allowed to do under the surveillance of the supervisor or his assistant. He/she shall be subject to search before leaving the hall as well as before re-entering it.

15. Impersonation while answering a paper or before the commencement of the Examination is a punishable offence. Tampering with identity cards, presenting false identity cards or tampering with someone's identity are also such offences. Candidates are warned not to commit such offences.

16. Assistance given to a candidate in a dishonest manner by a person who is not a candidate, is considered a serious offence.

Candidates should adhere to the following instructions for their own safety :—

(i) Be at the Examination Hall well in time. It is sufficient to be at the Examination Hall 10 or 15 minutes before the commencement of each paper. If you have any doubt as to the location of the Examination Hall, make inquiries on a day prior to the date of Examination and be sure of its location.

(ii) In case of any doubt regarding your entry for a paper or eligibility to sit a paper you should bring it to the notice of the Supervisor and get your doubts cleared. Failure to do so may result in your candidature for the subject being cancelled.

(iii) When appearing for the Examination, candidates should produce their identity cards at every paper they sit. If a candidate fails to produce identification documents at the Examination Hall, his candidature is liable to be cancelled. In case a candidate forgets to bring such documents into the Examination Hall, it should be brought to the notice of the Supervisor and arrangements should be made to produce them before the Examination concludes.

(iv) Standard stationery (i.e. writing paper, graph paper, ledger paper, precis paper) will be supplied. If you receive any stationery that is different from the kind generally distributed or distributed to the others it should be promptly brought to the notice of the supervisor. No paper other than those issued at the Examination Hall should be used for answering questions. Excess paper and other material should be left on the desk, in good condition. When log tables are supplied they should be used with care and left on the desk when you leave.

(v) Candidates should bring their own pens, pencils, bottles of ink, erasers, pieces of cloth, rulers, geometrical instruments, coloured pencils, coloured chalk, etc.

(vi) When you start answering you should promptly write down your Index Number and the name of the Examination on each sheet of paper used. Write neatly and legibly on both sides of the paper. Leave a blank line after the answer to each part of a question. After the answer to a full question leave one or several blank lines. Do not crowd in your work.

(vii) The left-hand margin of the answer sheet is set apart for you to enter the number of the question you answer. The right hand margin is reserved for the examiner's use and nothing should be written there. Number your answers correctly as incorrect numbering leads to confusion.

(viii) You should read carefully the instructions given at the head of the question paper, with regard to the compulsory questions and the manner in which the other questions should be selected. Disregard to these instructions is often liable to affect you adversely.

(ix) When Mathematics Questions are answered, give all details of calculations and any roughwork, in their serial order as part of the working of the problem. Necessary sketches, diagrams and figures should be accurate and sufficiently large. In an answer running into several pages if reference must be made to a diagram drawn in an earlier page, that diagram should be drawn repeatedly.

(x) At the end of each paper, arrange your answer sheets in the order you answered the questions. Then using the piece of twine supplied, tie them up at the top left hand corner. Do not tie up at the top right hand corner.

(xi) You should personally handover your answer script to the Supervisor or to an Invigilator. Or else remain in your seat till it is collected. Failure to do so may result in the loss of your script and your being treated as an absentee for the paper. On no account should your script be handed over to a peon or an attendant.

(xii) If it becomes necessary for you to speak to the Supervisor or an Invigilator, or if you need stationery, remain in your seat and raise your hand.

Commissioner General of Examinations.

Department of Examinations,  
Pelawatta, Battaramulla.

## Post - Vacant

### PUBLIC SERVICE COMMISSION

#### Recruitment of Officers to Class III of the Sri Lanka Engineering Service on a Limited Basis - 2026(2024(II))

THE Notice on calling for applications for the above recruitment, published in *Gazette* No. 2474 dated January 30, 2026, is hereby amended as follows:-

- ❖ (a) The closing date for applications in 10.04.2026. (However, applications received by the Public Administration Division of the Ministry of Public Administration, Provincial Councils and Local Government until 24.04.2026 due to institutional matters or postal delays will be accepted. Any Applications received after that the date will be rejected without notice.);
- ❖ (b) All qualifications and conditions required for recruitment to the post must have been fulfilled in every respect as of 03.03.2026.
- ❖ Other than the matters stated above, all other provisions published in *Gazette* No. 2474 dated January 30, 2026, remain unchanged.

02. In the event of any inconsistency or discrepancy between the Sinhala, Tamil and English texts of this *Gazette* notification, the Sinhala text shall prevail.

On the order of the Public Service Commission,

S. ALOKABANDARA,  
Secretary,  
Ministry of Public Administration,  
Provincial Council and Local  
Government.

Ministry of Public Administration,  
Provincial Councils and Local Government,  
Independence Square,  
Colombo 07,  
09<sup>th</sup> March, 2026.

03-202

### CONSTITUTIONAL COUNCIL

#### Appointment to the post of Member of the Public Service Commission

UNDER the provisions of Article 54(1) and subject to Article 54 (2) and 54 (3) of the Constitution of the Democratic Socialist Republic of Sri Lanka, the Public Service Commission shall consist of nine members, of whom not less than three members shall be persons who have had over fifteen years of experience as a public officer appointed on the recommendation of the Constitutional Council.

The Constitutional Council calls for applications from interested individuals to be recommended to fill the forthcoming vacancies in the post of Member of the Public Service Commission under Article 41B of the Constitution.

The applications should be prepared in accordance with the application form which is available on the website of Parliament of Sri Lanka ([www.parliament.lk](http://www.parliament.lk)) with a quick link named "*Appointment to the post of Member of the Public Service Commission*", and the duly completed applications should be sent to:

**Acting Secretary-General to the Constitutional Council,  
Constitutional Council - Office  
Parliament of Sri Lanka,  
Sri Jayawardhanapura Kotte**

On or before **27 March 2026** by registered post or by email to [constitutionalcouncil@parliament.lk](mailto:constitutionalcouncil@parliament.lk).

Please indicate '*Appointment to the post of Member of the Public Service Commission*' on the top left-hand corner of the envelope, or as the subject of the email.

Published on the order of the Constitutional Council,

Acting Secretary,  
General to the Constitutional Council,

Constitutional Council - Office,  
Parliament of Sri Lanka,  
Sri Jayawardenapura Kotte,  
12<sup>th</sup> of March, 2026.

03-387

## Examinations, Results of Examinations & c.

### MINISTRY OF JUSTICE AND NATIONAL INTEGRATION

#### Recruitment to the Post of Labour Tribunal Interpreter in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat (Open Basis - 2026)

Applications are invited from the eligible citizens of Sri Lanka to be recruited on open basis to fill vacancies in 06 posts of Interpreter Sinhala/ Tamil and 03 posts of Interpreter Sinhala/ English in the Labour Tribunals fall within the purview of the Ministry of Justice and National Integration/ Application forms prepared as per the specimen from appended at the end of this notice should be sent by registered post to reach the "Secretary, Ministry of Justice and National Integration, No. 19, Sri Sangaraja Mawatha, Colombo 10" on or before the closing date of applications mentioned below. The words "Recruitment to the Post of Labour Tribunal Interpreter in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat (Open Basis) - 2026" should be written on the top left hand corner of the envelop containing the application form.

#### Closing date of application will be on 13.04.2026

**Note** - No allegation that an application form or an appended document has been lost or delayed in the post can be considered.

#### 01. Terms of employment -

- I. This post is permanent and pensionable. (This is however subject to the policy decisions being taken by the government in respect of the Pension Scheme.)
- II. An officer appointed to this post is subject to a probationary period of three (03) years during which the officer is required to pass the first efficiency bar examination.
- III. As per the public administration circular No. 18/2020 and such other circulars incidental thereto, the relevant standard of proficiency in the language should have to be obtained within 05 years. The officers who entered the Public Service in a medium of language other than a medium of any of the official languages are required to reach a requisite standard of proficiency in one official language within 03 years and the standard proficiency of other official language within 05 years.

IV. This appointment will be subject to the Procedural Rules of the Public Service Commission, Establishment Code of the Democratic Socialist Republic of Sri Lanka, Financial Regulations and such other Departmental Orders.

#### 02. Recruitment Grade - Grade III

#### 03. Salary Scale -

In terms of the Public Administration Circular No. 10/2025, this post which is under MN 02-2025 carries a salary scale of Rs. 48,470-10x540-11x630-10x1,010-10x1,190- Rs. 82,800/- (monthly). The initial salary step amounts to Rs. 48,470/- as per grading system.

#### 04. Qualifications -

##### I. Educational Qualifications :

- (a) Should have passed six (06) subjects at the G.C.E. (O/L) Examination in one sitting with four (04) credit passes including Mathematics and two Languages applicable to the language interpretation;

and

- (b) Should have passed all three subjects at the G.C.E. (A/L) Examination at one sitting. (except for General Common Test) (It is sufficient to pass 03 subjects in one sitting under the old syllabus.)

#### 05. Age limit -

Applicants should be not less than 18 years of age not more than 30 years of age at the closing date of applications.)

#### 06. Physical Fitness -

Every applicant should be in good metal and physical order to serve in any part of the island and to discharge the duties and functions of the post.

#### 07. Other Qualifications -

Every applicant should -

- a. be a citizen of Sri Lanka
- b. bears an excellent moral character
- c. has fulfilled the necessary qualifications in every respect as at the closing date of applications. Copies of the certificates in proof of qualifications should be submitted along with the application.

## 08. Method of Recruitment -

### 8.1 Written Examination -

Marks will be awarded at a Written Examination to be conducted by an Authority to be designated by the Secretary to the Ministry of Justice and National Integration.

#### Method under which marks are awarded at the Written Test

	Subjects	Duration	Maximum marks	Pass Marks
01	Translation from Sinhala to Tamil and <i>vice versa</i>	01 hour	100	40%
02	Translation from Sinhala to English and <i>vice versa</i>	01 hour	100	40%

#### Syllabus of the Written Examination

	Subject	Syllabus
01	Translation from Sinhala to Tamil and <i>vice versa</i>	Translation of a Sinhala text or texts into Tamil and <i>vice versa</i>
02	Translation from Sinhala to English and <i>vice versa</i>	Translation of a Sinhala text or texts into English and <i>vice versa</i>

**Note** - Applicants should sit only for one subject/ syllabus. Applicants qualified at the written Examination will be called for Practical Test in such rate of twice the number of vacancies available to be filled.

### 8.2 Practical Test -

Marks will be awarded by a Selection Board to be appointed by the Secretary to the Ministry of Justice and National Integration.

#### Method under which marks are awarded at the Practical Test

	Subjects	Duration	Maximum marks	Pass Marks
01	Interpretation from Sinhala to Tamil and <i>vice versa</i> or interpretation from Sinhala to English and <i>vice versa</i>	30 Minutes	100	40%

#### Syllabus of the Practical Test

	Subject	Syllabus
01	Interpretation from Sinhala to Tamil and <i>vice versa</i> or interpretation from Sinhala to English and <i>vice versa</i>	Interpretation from Sinhala to Tamil and <i>vice versa</i> or interpretation from Sinhala to English and <i>vice versa</i> .

### 8.3 General Interview -

Qualifications will be verified by an Interview Board to be appointed by the Secretary to the Ministry of Justice and National Integration. No marks will be awarded at the General Interview.

**Note** - Applicants will be invited for the General Interview on the basis of the order of merit obtained both at the Written Examination and the Practical Test.

09. Applications should be prepared on A4 paper of 22x29 cm in size using both sides where items from 01-09 appear on the first page, 10-14 on the second page, 15-17 appear on the third page and remaining items on the fourth page. It should be filled legibly. Applications which are not in conformity with the specimen, which will be received after the closing date of acceptance of applications, applications of the applicants who do not possess the prescribed minimum qualifications and incomplete applications are liable to be rejected without notice. It is advisable for every applicant to retain a copy of the application in his/her possession as well. Applicants should therefore see that his/her application is perfect in all respects in conformity with the specimen given at the end of this notice as the failure to comply with may lead to rejection. Hence, the applications should be prepared strictly in accordance with the specimen appended at the end of this notice. Receipt of applications will not be acknowledged. Applicants who delay their applications until the last day will do so at their own risk.

**Important -**

Applications of the applicants in respect of which the relevant documents are failed to be submitted as and when requested to do so will not be considered.

Applications from officers who are already in the Public Service/ Provincial Public Service/ Public Corporation are required to be forwarded through the respective Heads of the Departments/ Institutes.

**10. Examination Fee**

Every applicant should deposit a sum of Rs. 2,700/- as an examination fee to the credit of the Account No. 176-1001-9-9025184 at the People's Bank, Mid City Branch in favour of the Secretary to the Ministry of Justice and National Integration. The original of the receipt issued by the Bank in proof of the payment should be affixed in the space provided for the purpose in the application.

11. The applicant's signature on the application form must be attested. Accordingly, applicants applying for the examination from any public institution should have their signature attested by the Head of that public institution or an officer authorized by Head of that public institution, while the applicants who are not from any public institution should attest their signatures by a Principal/ Retired Principal of a Government School, Grama Niladhari of the Division in whose Division the applicant is resident, a Justice of Peace, a Commissioner of Oaths, an Attorney-at-Law, a Notary public, a Commissioned Officer of the Armed

Forces, an officer of a permanent staff grade within the Government or Provincial Public Service, the Chief Incumbent of a Buddhist Temple, a Venerable Thero or an individual responsible for a place of worship of a different religion who occupies a prominent role in the clergy.

- 12. The date on which the appointment will take effect will be determined by the Secretary to the Ministry of Justice and National Integration by the order of the Public Service Commission.
- 13. Procedural Rules of the Public Service Commission, Circulars that are now in force or may be issued in respect of public service from time to time in the future and the conditions pertaining to scheme of recruitment in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat shall be applicable to this post.
- 14. In case of any inconsistency between the Sinhala, Tamil, and English texts published in this notification, the Sinhala text shall prevail and action will be taken accordingly.

AYESHA JINASENA,  
President's Counsel,  
Secretary,  
Ministry of Justice and National  
Integration.

No. 19, Sri Sangaraja Mawatha,  
Colombo 10.

No. .... (For office use only)	
Medium	
<u>Sinhala/ Tamil</u>	
<u>Sinhala/ English</u>	
(Put a √ in the box relevant to you)	

**Specimen Application Form**

**Ministry of Justice and National Integration**

**Application for the recruitment to the Post of Labour Tribunal Interpreter in the Multifunctional Segment I of the Management Assistant Non-Technical Service Category of the Labour Tribunal Secretariat**

01. (a) Name with initials (in Sinhala/ Tamil) - .....
- .....
- Name with initials (in English Block Capitals) - .....
- .....

(b) Full Name (in Sinhala/ Tamil) - .....

Full Name (in English Block Capitals) - .....

02. Permanent Address (In Sinhala/ Tamil) - .....

03. Permanent Address (in English Block Capitals) - .....

04. Address to which letters should be sent (in English Block Capitals)  
(Complete only if permanent address may change) - .....

05. Email address - .....

06. Telephone No. - Mobile ..... Permanent - .....

07. National Identity Card No. - .....

08. Sex - .....

09. Date of Birth - Year ..... Month ..... Date - .....

10. Age as at the closing date of applications - Years ..... Months ..... Days .....

11. Race - .....

12. Marital Status - .....

13. Results at the G.C.E. (A/L) Examination :

Year : .....

Index No. ....

<i>Serial No.</i>	<i>Subject</i>	<i>Grade</i>



**Applicant's Declaration**

I, .....declared that the information furnished by me in the application are true and correct. I certify that I have not been subject to dismissal from the service or retirement for general inefficiency as a merciful alternative to dismissal and I have not vacated the post. I am also aware that, if any particulars contained herein are found to be false or incorrect, I am liable to be disqualified, if detected before selection and to dismissal without compensation, If detected after appointment.

Date - .....  
Signature of the Applicant

**Attestation of the Applicant's Signature**

I certify that Mr./ Mrs./ Miss ..... who submits this application, is personally known to me, that he/ she affixed his/her signature in my presence on ....., that he/ she paid the prescribed examination fee, and that the receipt in proof of payment of the prescribed examination fee is attached in the space provided. (\*Cross the Inapplicable words.)

Date : .....  
Signature of the officer attesting the signature of the applicant.  
(Place official seal)

Name of the officer attesting the signature of the applicant - .....  
Designation - .....  
Address - .....

**Certificate of the Head of Department**

**If the applicant is a Public Servant in the Public Service or Provincial Public Service or Public Corporations**

I hereby submit the application of Mr./Mrs./Ms. .... I certify that he/she is serving as a permanent/ temporary/ trainee/ causal officer in this Ministry/ Department and that he/she can be released/ cannot be released from the service if selected for this post. (\* Corss the Inapplicable words.)

.....  
Head of the Department or Authorized Officer  
(Place official seal)

Date - .....  
Name - .....  
Designation - .....  
Ministry/ Department - .....

**DEPARTMENT OF NATIONAL ARCHIVES**

**Open Competitive Examination for Recruitment to Grade III of Archival Officer in the Associate Officer Service Category of the Department of National Archives - 2026**

APPLICATIONS are invited from qualified Sri Lankan citizens for the open competitive examination for recruitment to the post of Archival Officer in the Associate Officer Service Category of the Department of National Archives.

01. Recruitment through this examination is for Grade III of Archival Officer in the Associate Officer Service Category of the Department of National Archives. The closing date for applications is the 10<sup>th</sup> day of the month of April 2026.

02. Service Conditions:

- (a) A selected candidate will be appointed to the post of Archival Officer subject to the general conditions governing appointments in the public service, the terms and conditions set out in the scheme approved by the Public Service Commission on 12.07.2018, any subsequent amendments to those rules, and the provisions of the Establishments Code and Financial Regulations.
- (b) This post is permanent and pensionable. Although it is stated that the post is pensionable, officers recruited in the future shall be subject to policy decisions taken by the State regarding the pension scheme. Furthermore, you must contribute to the Widows' and Orphans' Pension Scheme/Widowers' and Orphans' Pension Scheme. Contributions must be paid as prescribed by the State from time to time.
- (c) This appointment is subject to a probationary period of three (03) years. Within three years of recruitment to Grade III Archival Officer, the first Efficiency Bar examination must be passed as specified in the recruitment procedure.
- (d) The Director General National Archives has the authority to cancel the appointment of any applicant who fails to assume duties on the due date of the post offered to them.
- (e) Duties assigned to the post:

<i>Approved Designation</i>	<i>Grade to which positions have been approved</i>	<i>Number of approved positions</i>	<i>Functions</i>
Archival Officer	III, II, I	<b>45</b>	Providing assistance to survey public and private records; preparing lists and schedules for accruing public and private sector records; preparing primary lists; making submissions before the courts; public relations duties; handling inquiries on records and overseeing the research room; providing support for exhibitions; verifying the physical safety of records; library duties; categorisation and preparation of indexes for archives and depositing the same; creating finding aids for records in electronic media; assigning numbers for archives and depositing the same; handling matters pertaining to digitisation of records; assisting members of the public who come for research work; publishing research on archives; assisting in the publication and printing of records; checking to ensure that archives are properly deposited; providing management assistance to staff grade officers supervising the repository, providing assistance for financial and physical functions of the Department and providing assistance to carry out progress reviews of such functions; updating and maintaining professional files; preparation and presentation of reports; carrying out e-government services; performing other duties assigned by the supervising officer and the Director General National Archives.

03. Monthly Salary Scale: According to Public Administration Circular No. 10/2025, the monthly salary scale (MN 04 - 2025) for Grade III Archival Officer is: Rs. 53,060 – 10x800 – 11x1190 – 10x1320 – 5x1350 – 94,100/= (Initial salary step: Rs. 53,060.00). In addition, you will be entitled to other allowances paid to public officials by the State from time to time.†

04. Recruitment Qualifications:

(a) Educational Qualifications:

Possession of a degree in Bachelor of Arts (BA), Fine Arts (BFA), Visual Arts (BVA), Education (B.Ed), Law (LLB), or Science (B.Sc) from a local or foreign university recognised by the University Grants Commission (UGC).

AND

A Credit pass (C) for English Language in the G.C.E. (O/L) examination OR a pass for English/General English as a subject in the G.C.E. (A/L) examination OR having completed the degree in the English medium.

(b) Physical Qualifications: Every candidate must be physically and mentally fit to serve in any part of Sri Lanka and to perform the duties of the post.

(c) Other Qualifications:

- I. Must be a citizen of Sri Lanka.
- II. Applicants must be of excellent character.
- III. All qualifications required for applying for this examination must be completed in every respect on or before the closing date for applications.

(d) Age: Must be not less than 21 years and not more than 35 years of age as of the closing date for applications.

05. Method of Recruitment:

(a) Written Examination:

A written examination consisting of three (03) question papers on the following subjects will be held. The minimum marks required to pass each subject are as follows:

<i>Index No.</i>	<i>Subject</i>	<i>Duration</i>	<i>Total Marks</i>	<i>Minimum Pass Marks</i>
01.	<b>Intelligence Test</b> A question paper consisting of numerical and figurative displays, designed to measure the candidate's logical reasoning, linguistic ability, comparative ability, numerical skill, and intellectual capacity.	01 Hour	100	40
02.	<b>Comprehension</b> A multiple-choice style question paper regarding the candidate's power of understanding, ability to comprehend problems, selection of the most accurate option among alternatives, and understanding the primary objectives and concepts of a given text. 01 ½ Hours	01 1/2 Hours	100	40
03.	<b>English</b> A question paper designed to test the candidate's language proficiency, comprehension skills, and translation ability.	01 1/2 Hours	100	40

Candidates must sit for all question papers, and all papers must be answered in one language only.

i. Examination Results: The Director General of the Sri Lanka Institute of Development Administration will notify candidates of their results *via* post.

(b) Structured Interview for Aptitude Assessment

<i>Index No.</i>	<i>Main Headings for Awarding Marks</i>	<i>Maximum Marks</i>
01.	<b>Subject Knowledge</b> <ul style="list-style-type: none"> <li>i. Knowledge of Archives and Records Management principles (10 marks)</li> <li>ii. Knowledge of relevant policies, standards, and codes of ethics (10 marks)</li> <li>iii. Knowledge of Archives and Records Management laws in Sri Lanka (10 marks)</li> <li>iv. Knowledge of digital records management (10 marks)</li> <li>v. Knowledge of digital records preservation and access (10 marks)</li> </ul>	<b>50</b>
02.	<b>Extra Educational Qualifications</b> <ul style="list-style-type: none"> <li>i. Postgraduate degrees in the field of Archives and Records Management (15 marks)</li> <li>ii. Postgraduate courses in any other subject field (10 marks)</li> <li>iii. Diploma or certificate courses: <ul style="list-style-type: none"> <li>- Over 01 month: 01 mark each</li> <li>- Over 03 months: 03 marks each</li> <li>- Over 06 months: 05 marks each</li> </ul> </li> </ul>	<b>25</b>
03.	<b>Extra Professional Qualifications</b> <ul style="list-style-type: none"> <li>i. Work Experience in Archives and Records Management (08 marks) <ul style="list-style-type: none"> <li>- 02 years or more – 08 marks</li> <li>- 01 to 02 years – 06 marks</li> <li>- 06 months to 01 year – 04 marks</li> <li>- Less than 06 months – 02 marks</li> </ul> </li> <li>ii. Training in Archives and Records Management from a recognised institution (06 marks): <ul style="list-style-type: none"> <li>- More than 03 months: 06 marks</li> <li>- 01 to 03 months: 03 marks</li> <li>- Less than 01 month: 01 mark</li> </ul> </li> <li>iii. Research and Publications (06 marks): <ul style="list-style-type: none"> <li>- Research articles: 03 marks per article</li> <li>- Journal articles or publications related to archives and records management: 02 marks per publication</li> </ul> </li> </ul>	<b>20</b>
04.	<b>Performance at the Interview</b> <ul style="list-style-type: none"> <li>i. Communication skills (02 marks)</li> <li>ii. Teamwork and leadership ability (02 marks)</li> <li>iii. Interest in the service (01 mark)</li> </ul>	<b>05</b>
	<b>Total</b>	<b>100</b>

i. An Aptitude Assessment Interview Board appointed by the Director General National Archives will conduct an interview to measure the subject knowledge, extra educational/professional qualifications, and performance of the candidate, as per the above procedure. The maximum marks obtainable is one hundred (100).

ii. Based on the merit order of marks obtained in the written examination, candidates numbering twice the number of vacancies will be called for the Aptitude Assessment Interview.

(c) Granting of Appointments

i. The number of vacancies is 45. 70% of these vacancies will be recruited under the Open Stream. The remaining 30% allocated for the Limited Competitive Examination will be filled by external candidates from the Open Competitive Examination only if there are no eligible candidates within the department.

ii. In instances where multiple candidates obtain equal marks for the final vacancy or final few vacancies, the decision regarding filling those vacancies will be made according to Public Service Commission Circular No. 01/2019(II). The effective date of appointment will be decided by the Director General National Archives.

iii. Recruitment to Grade III of Archival Officer in the Associate Officer Service Category will be based on the merit order of the total marks obtained from both the written examination and the aptitude assessment interview. If vacancies arise due to any selected candidate failing to accept the appointment or report for service, the Director General National Archives will decide on appointing other candidates according to the merit order.

06. Examination Fees:

The examination fee is Rs. 1,200. This fee should be credited to Bank Account No. 086-1001-3902-6218 at the People's Bank, Thimbirigasyaya Branch, held under the name of the "Director General National Archives." The receipt obtained in the applicant's name must be securely pasted by one edge in the relevant space on the application form. Money orders or stamps will not be accepted for examination fees. Under no circumstances will the fee be refunded or transferred to another examination. It may be useful to keep a photocopy of the receipt.

07. Application Method:

(a) The application must comply with the specimen form attached to this notice, prepared on 8 ½" x 12" (A4) paper and completed by the candidate in their own handwriting. Computer-generated applications may also be used. The application should be prepared such that headings 01 to 06 appear on the first page and the remainder on subsequent pages. The application must be completed in one language only.

(b) Applications that do not conform to the specimen form or contain incomplete information will be rejected without notice. (Keeping a photocopy of the application may be useful.) The applicant must ensure that the completed application matches the one shown in the exam notice; otherwise, it may be rejected.

(c) The completed application should be sent *via* Registered Post on or before 10.04.2026 to the following address: Director General National Archives, Department of National Archives, No. 7, Philip Gunawardena Mawatha, Colombo 07. The words "Open Competitive Examination for Recruitment to Grade III of Archival Officer in the Associate Officer Service Category of the Department of National Archives - 2026" must be clearly written on the top left corner of the envelope. No applications received after 10.04.2026 will be accepted.

(d) The applicant must get their signature certified by the head or retired head of a public school, a Justice of the Peace (JP), a Commissioner for Oaths, an Attorney-at-Law, a Notary Public, a commissioned officer of the tri-forces, a staff grade Officer holding a permanent post in the public or local Government service with an annual combined salary of or exceeding Rs. 240,360/- or the chief incumbent or leading Buddhist monk of a Buddhist temple, or a member of the clergy who holds a significant position in charge of another religious place.

(e) Incomplete applications will be rejected. No complaints regarding the loss or delay of applications in the post will be considered. The applicant must bear the risk of any damages caused by delaying the application until the deadline.

(f) Receipt of applications will not be acknowledged. Admission cards will be issued by the Director General of the Sri Lanka Institute of Development Administration to candidates who have submitted correctly completed applications along with the relevant fee receipt on or before the closing date specified in the notice, based on the presumption that only those possessing the qualifications mentioned in the examination notice have applied. As soon as the examination admission cards are issued, a notice to that effect will be published on the official website of the Sri Lanka Institute

of Development Administration ([www.slida.lk](http://www.slida.lk)). If a candidate has not received their admission card even after 02 or 03 days following the publication of the notice, inquiries can be made from the Examination Branch of the Sri Lanka Institute of Development Administration *via* telephone numbers **011-5980264 or 011-5980225** on working days from **08:30 AM to 04:00 PM**. When making such inquiries, the applicant must accurately provide the name of the examination applied for, the applicant's full name, National Identity Card number, and address. It will be useful to keep a copy of the application, the copy of the examination fee receipt, and the registration receipt obtained when mailing the application ready to verify any information requested by the Sri Lanka Institute of Development Administration. Additionally, the Sri Lanka Institute of Development Administration will send a short message (SMS) to all examination candidates to whom admission cards have been issued.

08. Admission to the Examination:

- (a) Admission cards will be issued by the Director General of the Sri Lanka Institute of Development Administration to candidates who have submitted applications that are complete in every respect. No candidate will be permitted to sit for the examination without presenting their admission card.
- (b) A candidate must sit for the examination at the examination hall assigned to them. Every candidate must hand over their admission card, with their signature duly certified, to the supervisor of the examination hall on the first day they appear for the examination at that centre. Candidates are subject to the rules and regulations imposed by the Director General of Sri Lanka Institute of Development Administration regarding the conduct of the examination and the release of results. Violation of these rules may lead to penalties imposed by the Director General of the Sri Lanka Institute of Development Administration.

**Note** - The issuance of an admission card to a candidate shall not be considered an acceptance that he or she has fulfilled the qualifications to sit for the examination.

(c) Candidates must prove their identity to the satisfaction of the supervisor for every subject they sit for in the examination hall. Any of the following documents will be accepted for this purpose:

- I. National Identity Card (NIC) issued by the Department of Registration of Persons.
- II. A valid Passport.
- III. A valid Sri Lankan Driving License.

Furthermore, candidates must enter the examination hall without covering their face and ears so that their identity can be verified. Applicants who refuse to prove their identity in this manner will not be admitted to the examination hall. Additionally, from the moment of entering the hall until leaving after the conclusion of the examination, candidates must remain without covering their face and ears so that the examination authorities can identify them.

09. Penalty for Furnishing False Information:

If it is revealed that a candidate does not possess the required qualifications, his/her candidacy is liable to be cancelled at any time before, during, or after the examination. If it is found that any information furnished by a candidate is willfully false, or if he/she has intentionally suppressed any material fact, he/she shall be liable for dismissal from the public service. Candidates are subject to the rules and regulations imposed by the Director General of the Sri Lanka Institute of Development Administration regarding the conduct of the examination and the issuance of results.

10. Other Matters:

The Director General National Archives will make decisions regarding any matters not covered by these regulations.

Director General National Archives,  
Department of National Archives,  
No. 07,  
Philip Gunawardena Mawatha,  
Colombo 07.

At the Department of National Archives,  
On this 13<sup>th</sup> day of March 2026.

### Specimen Application Form

(For Office Use Only)

### Open Competitive Examination for the Recruitment of Associate Officer Service Category (MN 4) in the Department of National Archives - 2026

Medium of Examination:

- Sinhala - 2
- Tamil - 3
- English - 4

(Write the relevant number in the box)

01. 1.1 Full Name (In English Capital Letters) : .....  
(Ex: HERATH MUDIYANSELAGE SAMAN : .....  
KUMARA GUNAWARDHANA)
- 1.2 Name with initials, with the last name first : .....  
(In English Capital Letters) .....  
(Ex: GUNAWARDHANA, H.M.S.K.)
- 1.3 Full Name (In Sinhala/Tamil): .....

02. 2.1 Permanent Residential Address : .....  
(In English Capital Letters) :.....
- 2.2 Address to which the Admission Card should be sent :.....

03. National Identity Card (NIC) Number:

04. Gender: Female - 1   
(Write the relevant number in the box) Male - 0

05. Date of Birth:

Year:     Month:   Date:

(b) Age as of the closing date for applications:

Years:     Months:   Dates:

06. Mobile Phone Number:

07. E-mail Address: .....

08. Educational Qualifications:

- (a) I. Degree: .....  
II. University/ Institute: .....  
III. Registration Number: .....  
IV. Effective Date of Degree: .....

(b) G.C.E. (A/L) Examination Year:

Index Number:

<i>Subjects</i>	<i>Grade</i>	<i>Subjects</i>	<i>Grade</i>

(c) G.C.E. (O/L) Examination Year:

Index Number:

<i>Subjects</i>	<i>Grade</i>	<i>Subjects</i>	<i>Grade</i>

09. Additional Educational Qualifications:

<i>Institute</i>	<i>Course Name</i>	<i>Duration</i>	<i>Effective Date of Certificate</i>

10. Additional Professional Qualifications:

<i>Institute</i>	<i>Course Name</i>	<i>Duration</i>	<i>Effective Date of Certificate</i>

11. Examination Fee (The receipt must be attached.)

- I. Bank at which payment was made: .....
- II. Amount paid: .....
- III. Date paid: .....
- IV. Receipt number: .....

Paste the receipt here by one edge so that it does not detach. (It may be useful to keep a copy of the receipt.)

12. Applicant's Declaration/ Certification:

I declare that the information mentioned here is true to the best of my knowledge and belief. I am aware that if any information is found to be false before my selection, I am subject to disqualification, and if discovered after appointment, I am subject to dismissal from service without any compensation. Furthermore, I declare that I am bound



and the relevant Sections of the printed copy should be completed in handwriting. After the applicant's signature is attested, the application, along with the certification of the relevant Head of the Institution, must be sent *via* registered post to reach the following address on or before the closing date for applications: "Commissioner General of Examinations, Institutional Examinations Organization Branch, Department of Examinations, Sri Lanka, Pelawatta, Battaramulla." The name of the Examination should be written in the top left- hand corner of the envelope.

(ii) The applicant must bear any adverse consequences resulting from delaying the submission of applications until the closing date.

### 03. **Identity:**

Candidates should prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose, only the following documents shall be valid.

- (a) The National Identity Card
- (b) Valid Passport
- (c) Valid Sri Lankan Driving License

Furthermore, candidates must enter the examination hall with their faces uncovered to allow their identity to be verified and with their ears uncovered to ensure that they are not wearing any electronic communication devices. Any candidate who refuses to comply with this requirement shall not be permitted to enter the examination hall. Candidates must remain in the examination hall from the time of entry until departure, with their faces and ears uncovered.

### 04. **Application**

(i) Online applications must be completed only in the English language. Once the Department of Examinations has received the soft copy submitted online by the applicant and the printed copy sent *via* registered post, they will be verified by the Department. A notification will be sent *via* SMS to the mobile phone number used to access the system or to the e-mail address, informing the applicant whether the department accepts/does not accept the application as a valid application. Before completing the online application, download the instruction sheet prepared for applying for the examination. Strictly follow these instructions when filling out the application. Any amendments made to the printed copy of the application will not

be considered valid. Incomplete applications and applications received after the closing date will be rejected without notice.

(ii) Candidates who apply for this examination for the first time are not required to pay any examination fee. However, if officers apply for the examination in subsequent sittings, the examination fee per subject is Rs.250.00. Payment of examination fee must be made only by the following methods, provided by the online system.

- ❖ Any bank credit card,
- ❖ Any bank debit card with the facility of Internet transactions,
- ❖ Online banking method of Bank of Ceylon/ Flex App,
- ❖ Any branch of Bank of Ceylon.

#### **Note:**

(a) Instructions on the method of payment under the above methods have been given under the technical instructions for the examination on the website.

(b) The applicant will be notified of the receipt of payment *via* SMS or e-mail. The full amount for the examination fee must be paid, and applications with underpayments or overpayments of the examination fee will be rejected. The Department of Examinations, Sri Lanka, shall not be held liable for any errors occurring when paying examination fees *via* the aforementioned payment methods.

(c) The examination fee shall not be refunded or transferred for another examination under any circumstance.

(iii) This examination is held in Sinhala, Tamil and English medium. Applicants must select one medium relevant to them and they must answer the question papers in one and the same language selected by them. The applicants shall not be allowed to change the medium they applied for at a later occasion.

(iv) Only the officers, who have been promoted to Grade II of the Sri Lanka Technological Service as at the closing date for applications, are allowed to sit for the second Efficiency Bar Examination.

**(v) The officers in Grade III of the Sri Lanka Technological Service cannot apply for the second Efficiency Bar Examination.**

05. i) On the assumption that only those possessing the qualifications specified in the *Gazette* notification have applied, the Commissioner General of Examinations will issue admission cards exclusively online to candidates who have submitted accurately completed applications, along with the relevant receipt for the prescribed examination fee paid on or before the closing date for applications. As soon as the admission cards are issued, the Department of Examinations, Sri Lanka, will notify the applicants *via* a web notice or SMS. If there is any candidate who has not received their admission card, they should inquire from the Institutional Examinations Organization Branch of the Department of Examinations, Sri Lanka, in the manner specified in the notification. When making such an inquiry, it would be most effective to send a formal request to the email address provided in the web notice, clearly stating the name of the examination applied for, the applicant's full name, National Identity Card (NIC) number, and address. It will also be useful to have the following documents on hand to verify any information requested by the Department of Examinations: a photocopy of the completed application form, the receipt obtained for the payment of examination fees (where applicable), and the registration receipt obtained when sending the application *via* post. Candidates must examine their admission cards and, if there are any amendments to be made, contact the Department of Examinations in advance to make the necessary corrections according to the application. Requests for amendments made at the examination hall will not be considered.

ii) The applicant's signature on the examination admission card must be attested by the Head of the Institution or an officer authorized by him/her. Only the admission cards on which the signature has been attested must be submitted by the officers sitting for the examination to the supervisor of the examination.

06. The officers can sit for each subject at different sittings at their discretion during the period prescribed for passing the second Efficiency Bar examination. However, in order to secure a pass, at least 40% of the marks should be obtained in respect of each question paper.

**07. Issuance of the results of the examination**

The results of the candidates belonging to the provincial public service shall be issued to the Secretary of the respective Provincial Public Service Commission, and the results of the candidates belonging to the central government service shall be issued to the Secretary of the Ministry of Public Administration, Provincial Councils and Local Government. The decision of the Commissioner General of Examinations with regard to the results of the examination shall be final. Request to transfer candidates to a different service after the results have been issued will not be considered.

**08. Scheme of Examinations**

The Efficiency Bar Examination for officers in Grade II shall consist of the following 02 question papers.

Subject No (03) - Establishments Code (Duration 02 hours)  
(100 marks)

Subject No (04) - Financial Regulations - (Duration 02 hours)  
(100 marks)

**Establishments Code (Subject No. 03) - Syllabus**

This paper will be based on the following Chapters of Establishments.

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 and Advances
Chapter XXV	Concessions to members of Trade Unions
Chapter XXVII	Channels of communication
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	Rules of disciplinary procedure

Financial Regulations (Subject No. 04) - Syllabus

This paper will be based on the following Chapters of Financial Regulations.

(1) **Chapter VI.**

Custody of Public Money etc., Imprests and Bank Accounts.

Security and custody of Public etc. ,Counterfoil Books, Boards of Survey on Cash Stamps etc., Imprests, Bank Accounts  
(FR. 315 to 396)

(2) **Chapter XIII.**

Supplies, Works and Services.

Procurement and Contracts, Supplies, Custody and Verification of Stores, Surplus and unserviceable Articles  
(FR. 685 to 775)

09. The decision of the Secretary, Ministry of Public Administration, Provincial Councils and Local Government, will be final in respect of any matter not provided for in this notification.

10. Issuance of an admission card to a candidate does not necessarily mean that his/her eligibility to sit for the examination has been accepted.

11. In the event of any inconsistency between the Sinhala, Tamil & English texts of this *Gazette* notification, the Sinhala text shall prevail as the accurate text.

S. ALOKABANDARA,  
Secretary,

Ministry of Public Administration,  
Provincial Councils and Local Government.

Ministry of Public Administration,  
Provincial Councils and  
Local Government,  
Independence Square,  
Colombo 07,  
05<sup>th</sup> of March 2026.

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**SRI LANKA TECHNOLOGICAL SERVICE**

**Efficiency Bar Examination For Officers In Grade III of Sri Lanka Technological Service – 2019 II (2026)**

IT is hereby notified that, in accordance with the approved service minute of Sri Lanka Technological Service, the above mentioned examination will be held by the Commissioner General of Examinations, in Colombo, in the month of June 2026.

01. (i) This examination shall be conducted by the Commissioner General of Examinations and candidates shall be bound by the rules and regulations prescribed by him in respect of conducting the examination. The candidates shall be subjected to a punishment imposed by the Commissioner General of Examinations, if such rules are violated by them.

(ii) Rules prescribed for candidates are printed separately at the beginning of this *Gazette* notification.

02. The application is published in “Online Applications – Recruitment Exams/ E.B. Exams” under “Our Services” on the website [www.doenets.lk](http://www.doenets.lk) of the Department of Examinations, Sri Lanka and applications can strictly be submitted online. Acceptance of online applications commences on 13<sup>th</sup> of March 2026 at 9.00 a.m. and ends on 10<sup>th</sup> of April 2026 at 9.00 p.m. Once the application has been submitted online, it must be downloaded and the relevant sections of the printed copy should be completed in handwriting. After the applicant’s signature is attested, the application, along with the certification of the relevant Head of the Institution, must be sent via registered post to reach the following address on or before the closing date for applications: “Commissioner General of Examinations, Institutional Examinations Organization Branch, Department of Examinations, Pelawatta, Battaramulla.” The name of the Examination should be written in the top left- hand corner of the envelope.

The applicant must bear any adverse consequences resulting from delaying the submission of applications until the closing date.

**03. Identity:**

Candidates should prove their identity at the examination hall to the satisfaction of the supervisor for each subject they offer. For this purpose, only the

following documents shall be valid.

- (a) The National Identity Card,
- (b) Valid Passport,
- (c) Valid Sri Lankan Driving License.

Furthermore, candidates must enter the examination hall with their faces uncovered to allow their identity to be verified and with their ears uncovered to ensure that they are not wearing any electronic communication devices. Any candidate who refuses to comply with this requirement shall not be permitted to enter the examination hall. Candidates must remain in the examination hall from the time of entry until departure with their faces and ears uncovered.

#### 04. **Application :**

- (i) Online applications must be completed only in the English language. Once the Department of Examinations has received the soft copy submitted online by the applicant and the printed copy sent via registered post, they will be verified by the Department. A notification will be sent via SMS to the mobile phone number used to access the system or to the e-mail address, informing the applicant whether the department accepts/does not accept the application as a valid application. Before completing the online application, download the instruction sheet prepared for applying for the examination. Strictly follow these instructions when filling out the application. Any amendments made to the printed copy of the application will not be considered valid. Incomplete applications and applications received after the closing date will be rejected without notice.
- (ii) Candidates who apply for this examination for the first time are not required to pay any examination fee. However, if officers apply for the examination in subsequent sittings, the examination fee per subject is Rs. 250.00. Payment of examination fee must be made only by the following methods, provided by the online system.
  - ❖ Any bank credit card;
  - ❖ Any bank debit card with the facility of Internet transactions;
  - ❖ Online banking method of Bank of Ceylon /Flex App;
  - ❖ Any branch of Bank of Ceylon.

#### **Note:**

- (a) Instructions on the method of payment under the above methods have been given under the technical instructions for the examination on the website.
  - (b) The applicant will be notified of the receipt of payment via SMS or e-mail. The full amount for the examination fee must be paid, and applications with underpayments or overpayments of the examination fee will be rejected. The Department of Examinations, Sri Lanka, shall not be held liable for any errors occurring when paying examination fees via the aforementioned payment methods.
  - (c) The examination fee shall not be refunded or transferred for another examination under any circumstance.
05. i) On the supposition that only the candidates, who have possessed the qualifications mentioned in the *Gazette* have submitted applications, the Commissioner General of Examinations shall issue admission cards strictly online to the applicants, who have submitted accurately perfected applications along with the with the receipt of payment of the examination fee on or before the closing date of examination. A notification will be published on the website of the Department of Examinations, Sri Lanka/ the applicants will be notified via SMS as soon as the admission cards are issued to the applicants. If an applicant does not receive the admission card, steps should be taken to notify the Institutional Examinations Organization Branch of the Department of Examinations in the manner specified in the web notice. It would be advisable to send a letter of request indicating the name of the examination, full name of the applicant, national identity card number and the address to the email address mentioned in the web notice. It would be advisable to keep the photocopy of the perfected application, the receipt of payment of examination fee, if applicable and the receipt obtained when sending the application by registered post to prove any information inquired by the Department of Examinations. The admission card should be carefully examined and if any revisions are required, the Department of Examinations, Sri Lanka must be contacted to make the necessary revisions in accordance with the application in advance. Requests for revisions made at the examination hall or during the interview will not be considered.

The documents submitted subsequently by the applicants, who are unable to fulfill the above requirements, shall not be considered.

- ii) The signature of the applicant in the admission card for the examination shall have been attested by the respective Head of the Institution or any officer authorized by him. Only the admission cards on which the signature has been attested shall be submitted by the officers sitting for the examination to the supervisor of the examination.
- iii) Issuance of an admission card to a candidate does not necessarily mean that his/her eligibility to sit for the examination or for the post has been accepted.
- iv) Candidates must sit for the examination at the specific examination center assigned to them.

06. The officers can sit for each subject at different sittings on their discretion during the period prescribed for passing the first Efficiency Bar examination. However, in order to secure a pass at least 40% of the marks should be obtained in respect of each question paper.

**07. Issuance of the Results of the Examination:**

The results of the candidates belonging to the provincial public service shall be issued to the Secretary of the respective Provincial Public Service Commission and the results of the candidates belonging to the central government service shall be issued to the Secretary of the Ministry of Public Administration, Home Affairs, Provincial Councils and Local Government. **The decision of the Commissioner General of Examinations with regard to the results of the examination shall be final. Request to transfer candidates to a different service after the results have been issued will not be considered.**

**08. Scheme of Examinations:**

The Efficiency Bar Examination for officers in Grade III shall consist of the following 02 question papers.

Subject No. (01) - Establishments Code and Procedural Rules of the Public Service Commission - (Duration 02 hours) (100 marks)

Subject No. (02) - Financial Regulations - (Duration 02 hours) (100 marks)

Establishments Code and Procedural Rules of the Public Service Commission

(Subject No. 01) - Syllabus

This paper shall be based on the following Chapters of Establishments Code and Procedural Rules of the Public Service Commission.

Procedural Rules of the Public Service Commission

Chapter VIII	Overtime, Holidays, Holiday Pay & Allowances
Chapter XII	Leave
Chapter XIII	Railway Warrants
Chapter XIV	Travel on duty within the Island
Chapter XIX	Government Quarters

Financial Regulations

(Subject No. 02) - Syllabus

This paper shall be based on the following Chapters of Financial Regulations.

(i) **Chapter I**

Estimates of Expenditure and Revenue.  
The Consolidated Fund and Planning and Programming of Expenditure, Form of Presentation of Annual Estimates, New Proposals, Responsibility of preparing estimates of expenditure, Variations to Estimates of Expenditure (FR 1 to 68)

(ii) **Chapter III**

Financial Management and Accountability.  
Chief Accounting Officers, Accounting Officers, Revenue Officers, Authorization for payment, Approval, Certification, Delegation of Authority. (FR. 124 to 147)

09. The decision of the Secretary, Ministry of Public Administration, Provincial Councils and Local Government shall be final in respect of any matter not provided for in this notification.

10. Issuance of an admission card to a candidate does not necessarily mean that his/her eligibility to sit for the examination has been accepted.

11. In the event of any inconsistency between the Sinhala, Tamil & English texts of this *Gazette* notification, the Sinhala text shall prevail as the accurate text.

**S. Alokabandara,**  
Secretary,  
Ministry of Public Administration,  
Provincial Councils and Local Government.

Ministry of Public Administration,  
Provincial Councils and Local Government,  
Independence Square,  
Colombo 07,  
05th of March 2026.

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**MINISTRY OF FINANCE, PLANNING AND  
ECONOMIC DEVELOPMENT  
SRI LANKA CUSTOMS DEPARTMENT**

To: Chief Inspector of Customs and Inspector of Customs  
Grade I

**Limited Competitive Examination For Promotion  
To The Post of Assistant Superintendent of  
Customs, Grade II of Sri Lanka Customs  
Department- 2026**

Applications are called from :

- The Chief Inspector of Customs or
- The officers in Inspector of Customs Grade I who have completed 02 years of service and who have fulfilled the following qualifications, to fill the 15% of vacancies in the post of Assistant Superintendent of Customs Grade II.

01. Qualifications :

1.1 Experience;

- Have been confirmed in the post of Chief Inspector of Customs or in the post of Inspector of Customs Grade I with 02 years' service period.
- The performance appraisal should be at a satisfactory or above level for the immediately preceding 05 years to the closing date of calling applications, as per the approved performance appraisal procedure.

1.2 Other

- Should not be subjected to disciplinary action during the prescribed period as per Public Service Commission Circular No. 01/2020.
- It is compulsory to complete the qualifications required to recruit to the post as mentioned in the above 01 before 06.04.2026 the closing date of applications.

02. The application has been published on the Department of Examinations' website, [www.doenets.lk](http://www.doenets.lk), under "Online Applications – Recruitment Exams/E.B. Exams" in the "Our Services" Section, and applications must be submitted only through the online system. Submission of online applications is open from 16 March of 2026 at 9.00 a.m. and closes on 06 April of 2026 at 9.00 p.m.

Officers should hand over a copy of the application to the heads of departments to file in his/her personal file and once they are called for an interview, a copy of the application certified by the head of the department and service certificate should be submitted.

Applicants should bear the responsibility for any negative consequences arising from delaying the submission of their application until the closing date.

Online applications should be completed only in the English language. Once the soft copy of the online application is received by the Department of Examinations, it will be notified *via* SMS to the mobile phone number, used to access the system or to the e-mail address that the department accepts/does not accept the

application as a valid application. Before completing the application, download the instructions for applying for the examination. Strictly follow these instructions when filling out the application. No amendment made to the application after obtaining a printout of the application will be considered as a valid amendment. Incomplete applications will be rejected without notice.

03. The examination fee is Rs. 600/-. Payment of the examination fee should be made only by the following methods, provided by the online system:-
- Any bank credit card;
  - Any bank Debit card with the facility of internet transaction;
  - Online banking method/ BOC Flex App of Bank of Ceylon;
  - Any branch of the Bank of Ceylon.

Note:-

- Instructions on payment under the above method have been given in the website under the technical instructions for the examination.
- Payment will be notified by SMS or an e-mail. The full amount for the examination fee should be paid and applications that pay less or more examination fees will be rejected. The Department of Examinations will not be responsible for the defects in the payment of examination fees by aforesaid payment methods.
- The examination fee shall not be refunded or transferred to any other examination due to any reason

04. This examination will consist of two parts, a written examination, and general interview. The marks and time given for each subject in the written examination are as follows:-

**Part 1- Written Examination**

	Total marks	Pass marks
(01) Aptitude Test (01 Hour)	100 marks	50
(02) English Language (01 ½ hours)	100 marks	50
(03) Customs Law and Procedures (03 hours)	100 marks	50

**Part 2 - General Interview (Marks are not given)**

A sufficient number of candidates who have completed the relevant qualification and passed the written examination will be called for the general interview in the merit order of the marks scored, to examine whether they have fulfilled the basic qualifications required for appointment to the post, enabling to fill the number of vacancies that exist in the post.

This examination will be conducted in all three mediums: Sinhala, Tamil, and English. Applicants should sit for the entire examination in the same medium. It is not permitted to change the applied medium later. The applicants can apply for the examination medium in which they passed the qualifying examination to enter their present service.

05. The syllabus of the subjects of the examination is given below:

**5.1 Syllabus for “Aptitude test” paper:**

This will consist of 50 multiple-choice questions and questions for short answers to test the language proficiency, logical competence, mathematical knowledge, general intelligence and analytical capability of applicants.

**5.2 Syllabus for “English Language” question paper:**

This is to test the English language reading, writing, comprehension, and communication skills of the applicants.

**5.3 Syllabus for “Customs Law and Procedures” question paper:**

- Landing sea/ air cargo, storing and clearing
  - Duties assigned to an Assistant Superintendent of Customs Grade II, in charge of the import warehouse
  - Closing the blue book
  - Duties and responsibilities assigned to an Assistant Superintendent of Customs Grade II, in charge of the liquor warehouse
- Exports
  - The procedure followed in shipping sea cargo
  - Examining export details
  - Preparation of inventory

iii. Transitional goods

- Storage and shipping cargo
- Preparation of register for transitional goods
- Coastal shipping

iv. Clearance procedure relevant to bonded warehouses

v. General – Refunds and conditions for approving refunds

- Regulations applied in refunding duties, list of prohibited and restricted goods (in and out of the country)
- The powers vested under the Customs Ordinance to take actions for not declaring goods, falsely declaring, or declaring lower rates.
- The procedures prescribed in the Customs Ordinance regarding inspections and arrests.
- Provisions provided under the Customs Ordinance against forged transportation, all the departmental orders (DOPL) in connection with the duties of officers.

06. 6.1. Applicants who have scored 50% or more marks for each of three (03) question papers Aptitude Test, English, and Customs Law & Procedure, will be eligible for calling interview.

The candidates who passed the written examination and qualified at the interview will be selected to be appointed to the approved number of vacancies, and not exceeding 10% of the approved vacancies will be allocated for the female officers.

6.2 The results sheets, including the names of applicants who are eligible as per the above 6.1 paragraph, will be submitted to the Director General of Customs. The Department of Examinations will inform all the applicants who sat for the examination of the results *via* the post or the official website of the department, [www.results.exams.gov.lk](http://www.results.exams.gov.lk)

6.3 The Commissioner General of Examinations will issue the admission cards online only, to the applicants who have paid the application fee on or before the closing date for application and forwarded the duly completed application together with the receipt, on the assumption that only the applicants who have fulfilled the qualifications referred to in the *Gazette*

notification have forwarded the applications. The Department of Examinations will publish a paper notice and inform the applicants via SMS immediately after the issuance of admissions to applicants. If admissions have not been received, the candidate should inquire the Organization and the Foreign Examination Branch of the Department of Examinations as mentioned thereof. You are informed to forward enquiries to the email address in the web notice, mentioning the name of the examination, the full name of the candidate, the National Identity Card number. In such enquiries, keeping a copy of the completed application and a copy of the receipt obtained on payment of the examination fee will be useful. The applicants should carefully check the admission and make amendments, if any prior to the examination contacting the Department of Examination. Requests for such amendments made at the examination center/interview will not be considered.

6.4 The candidate should sit for the examination at the prescribed center under his/her index number. All the applicants should hand over the attested admission cards to the examiner in charge of the examination on the first day of the examination.

07. Applicants should prove their identity to the satisfaction of the examiner in charge of the examination center for all subjects of the examination. Any of the following documents will be accepted.

- I. National Identity Card;
- II. Valid Passport;
- III. Valid Sri Lankan Driving License.

Also, the candidates should expose their identity without covering their face and ears to prove that they not wearing electronic communication equipment when they enter the examination hall. Applicants who refuse to do so will not be allowed to enter the examination hall. Further, the applicants should remain with their faces and ears uncovered till they leave the examination hall, enabling the examination authorities to identify the applicant.

08. 8.1 Issuance of admission to the candidate does not confirm that he/she has fulfilled all the requirements to sit for the examination.

8.2 This examination will be held only in Colombo in June 2026. The date and venue of the examination will be informed later.

09. Applicants are subjected to rules and regulations imposed by the Commissioner General of Examination relevant to conducting the examination. In case of violation of such rules and regulations, he or she will be liable to any penalty imposed by the Director General of Examination. The decision of the Commissioner General of Examinations regarding the results of the examination is the final.

Matters not included in these regulations, if any, will be decided at the discretion of the Director General of Customs.

S.P. ARUKGODA,  
Director General of Customs.

Department of Sri Lanka Customs,  
“Customs House”,  
No.40, Main Street,  
Colombo 11.

10. In the event of any inconsistency between the Sinhala, Tamil, and English text of this *Gazette Notification*, the Sinhala *Gazette Notification* shall come into effect.

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