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சுவசிரிபாய

SUWASIRIPAYA

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எனது இல)
My No.) CF/EXA/03/2025
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Your No. :)
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திகதி) 27/01/2025
Date)

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சுகாதார மற்றும் வெகுஜன ஊடக அமைச்சு
Ministry of Health & Mass Media

General Circular Letter No: - 02-16/2025

Provincial Health Secretaries,
Deputy Director General - Sri Lanka National Hospital, Colombo,
Director - National Hospital, Kandy,
Director - National Hospital, Galle,
All Hospital Directors under the line Ministry,
Provincial Directors of Health Services,
Regional Directors of Health Services and,
Head of Institutions.

Efficiency Bar Examination for (MT -04-2016) Cardiographers belonging to the Paramedical Service Grade II in the Ministry of Health - 2025 (1st Term)

It is hereby notified that the Efficiency Bar Examination which should be passed by Cardiographers belonging to the Paramedical Grade II with in 3years from the date of promotion to Grade II will be held on 22.03.2025 and 23.03.2025 in Sinhala, Tamil and English medium. The venue and the time of the examination will be notified along with the admission card. (The subject related paper will be held in English medium only)

02. Qualifications

Only the Officers those who have been appointed to the Grade II and who have not passed the said Examination as yet can apply for this Examination .N.B. Take necessary actions to send applications of the officers only who has been promoted to grade II as at 19.02.2025 and already received the appointment letters. (It is mandatory to attach a certified copy of Grade II appointment letters along with the application)

03. Applications

Applications prepared by the candidates as per specimen appended to this letter should be sent under Registered Cover to reach the Director (Examinations) No.385, "Suwasiripaya" Ven.Baddegama Wimalawansa Thero Mawatha, Colombo 10, on or before 19/02/2025 through their Heads of Institutions. The name of the examination applied for should be mentioned as "Efficiency Bar Examination for Cardiographers Grade II in the Ministry of Health - 2025 (1st Term)" on the top left corner of the envelope. It is mandatory that the subject officer in charge of the personal files and the head of the institution certify that all the information provided in each application is correct that the applicant meets the required qualifications to appear for this efficiency bar examination. Two self-addressed envelopes (Candidates can write their official or private address) in the size of "9 x 4" inches, affixed with stamps to the value of Rs. 110.00 should be sent along with the application. Applications received after the closing date, incomplete or inaccurate will be rejected without notice.

Note: The application should be prepared using an A4 paper based on the specimen form of application so as to accommodate from 01 to 04 on the first page and from 05 to 09 on the second page. Applications which do not confirm to above will be rejected without any information.

04. Examination fees:-

- I Candidates who sit the examination for the first time need not pay examination fees. However, in every subsequent sitting they should affix stamps to the value of Rs. 25/= per subject in the stamps cage provided for in the application and cancel same by placing their signature and the date.
- II The fees once paid will not be allowed to transfer for any other Examination or refunded under any circumstances.

05. Admission to the Examination:-

- I Candidates whose applications have been accepted will be issued with admission cards. They should duly complete and submit same to the supervisor at the examination centre. Otherwise they will not be allowed to sit the examination.
- II Candidates should prove their identity to the Supervisor at the examination hall. For this purpose one of the following documents will be accepted.
 - (a) National Identity Card
 - (b) A formal Identity Card issued by the Ministry of Health or a relevant Institution
 - (c) Valid Driving License
 - (d) Valid Passport

06. Scheme of the Examination:-

This examination consists of two parts viz: Departmental Examination and Efficiency Bar Examination. Departmental Examination consists of three parts viz: Written, Viva and a Practical. Each part is given 100 marks and minimum 40 marks should be obtained each part to pass the examination. Efficiency Bar Examination consists of two papers viz: Establishments Code & Procedural Rules and Financial Regulations. Each subject is given 100 marks. Minimum 40 marks should be obtained for one subject to pass the examination. This examination can be completed in one or several sittings partial/ subject by subject. Applicants who sit for the examination for the first time should apply for all subjects.

07. Syllabus of the Examination

07.1 Departmental Examination

07.1.1 Subject Related Written

This paper consists of 08 essay type questions and any 05 questions should be answered. Duration is 03 hours.

Syllabus

- i Basic knowledge on ECG machines
- ii. Skill and interpretation of variations of an ECG record
- iii. Basic electricity and Physics
- iv. Safety of the ECG machines
- v. Taking voting ECG records

08. To follow the Regulations Related to Examination Procedure

Candidates are warned against copying or attempting to copy from the script of another candidate or from any book or paper or notes whatever. No candidate should attempt to look at the script of another candidate and should not help any candidate either help another candidate or obtain help from another candidate or person. Further mobile phones & the similar electronic equipments should not be used. Any candidate who disregards this rule is liable to punishment.

09. Please bring the contents of this circular to the notice of all eligible Cardiographers Grade II in your Division/ Specialized Campaign/ Institution. (This information can also be obtained from the web site – www.health.gov.lk)

n.b. – Sinhala medium notification on examination will be effected if any contradictory is arisen in the examination notifications published in Sinhala, Tamil and English mediums.



U A S H Sisira Kumara

Deputy Director General (Admin)

For Secretary

U.A.S. Harshapriya Sisira Kumara
Deputy Director General (Administration) II
Ministry of Health & Mass Media
"Sawasiripaya"
Colombo - 10.

05 (a) Whether you sit for the examination for the first time:

(b) If so not, have you affixed stamps to the application?

Stamp Cage

06. Certificate of the candidate:-

- (i) I do hereby certify that the particulars furnished by me in this application are true and accurate to my knowledge and I need not affix stamps since I sit the Examination for the first time / have affixed stamps to the value of Rs. since I repeat the Examination,* and the stamps affixed by me to the application are genuine and not used before.
- (ii) I agree to abide by the rules and regulations stipulated by the Department of Health for the conduct of this Examination and if I was found ineligible in accordance with the scheme of the Examination I agree with whatever decision taken for the cancellation of my candidature.

.....
Date

.....
Signature of the candidate

07 Certification of the officer who have handled the personal files

I certify that this application has been delivered to me before the last date of receipt and that the applicant has correctly completed this application as per the information in the personal file and that he has met the qualifications required to appear for the Grade II Efficiency bar examination and that a copy of this application has been filed in the personal file.

.....
Date

.....
Name and Signature

08. Certification of Head of Institution:

I certify that Mr./Mrs./Miss..... serves as a in this institution, and the particulars furnished by him/her in the application are correct in accordance with the particulars available in his/her personal file, and he/she sit the examination for the first time and he/she is eligible to sit for the examination and he/she placed his/her signature in my presence.

Date:.....

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

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

Mr./Mrs./Miss serves as a Cardiographer Grade II in my Division / Campaign and the particulars furnished by him / her* in the Application are correct in accordance with the particulars available in his / her* personal file and he / she* is eligible to sit for the Examination.

.....
Date

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

* - Delete words which are inapplicable