

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

ෆැක්ස්) 0112693866
ෆැක්ස්) 0112693869
Fax) 0112692913

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

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



සුවසිරිපාය
சுவசிரிபாய
SUWASIRIPAYA

මගේ අංකය)
எனது இல) CF/EXP/21/2024
My No.)
ඔබේ අංකය)
உமது இல)
Your No. :)

දිනය)
திகதி) 16.12.2024
Date)

සෞඛ්‍ය හා ජනමාධ්‍ය අමාත්‍යාංශය
சுகாதார மற்றும் வெகுஜன ஊடக அமைச்சு
Ministry of Health & Mass Media

General Circular Letter No : 02 - 174 / 2024

Provincial Health Secretaries

Deputy Director General – Sri Lanka National Hospital, Colombo

Director - National Hospital, Kandy

Director - National Hospital, Galle

All Hospital Directors under Line Ministry

Provincial Directors of Health Services

Regional Directors of Health Services

Heads of Institutions

**Second Efficiency Bar Examination for the Associated Officer Service Category
(MN-4-2006(A) of the Ministry of Health - 2025 (First Term))**

It is hereby notified that the Efficiency Bar Examination which should be passed by the officers of the Associated Officer Service Category for which MN-4-2006 (A) salary scale is stipulated of the Ministry of Health before expiry of 3 years from the date of promotion to Grade II, will be held on **26.01.2025** in the medium of Sinhala, Tamil and English. The venue and the time of the examination will be mentioned on the admission card.

02. Qualifications

Officers who have been promoted to Grade II of a post for which salary scale MN-4-2006 (A) is stipulated of the Associated Officer Service Category of Ministry of Health (**Welfare Officer, Micro Photographer, Audio-Visual Officer, Community Health Social Service Officer**) and officers who have not yet completed the examination are eligible to apply for this examination.

N.B. :

Take necessary action to send applications of the Officers only who have been promoted to Grade II as at 30.12.2024 which is the closing date of applications and have already received the appointment letters.

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

ෆැක්ස්) 0112693866
பெக்ஸ்) 0112693869
Fax) 0112692913

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

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



සුවසිරිපාය
சுவசிரிபாய
SUWASIRIPAYA

මගේ අංකය)
எனது இல) CF/EXP/21/2024
My No.)
இவ்வீ அංකය)
உமது இல)
Your No. :)

දිනය)
திகதி) 16.12.2024
Date)

සෞඛ්‍ය හා ජනමාධ්‍ය අමාත්‍යාංශය
சுகாதார மற்றும் வெகுஜன ஊடக அமைச்சு
Ministry of Health & Mass Media

General Circular Letter No : 02 - 174 / 2024

Provincial Health Secretaries

Deputy Director General – Sri Lanka National Hospital, Colombo

Director - National Hospital, Kandy

Director - National Hospital, Galle

All Hospital Directors under Line Ministry

Provincial Directors of Health Services

Regional Directors of Health Services

Heads of Institutions

**Second Efficiency Bar Examination for the Associated Officer Service Category
(MN-4-2006(A) of the Ministry of Health - 2025 (First Term))**

It is hereby notified that the Efficiency Bar Examination which should be passed by the officers of the Associated Officer Service Category for which MN-4-2006 (A) salary scale is stipulated of the Ministry of Health before expiry of 3 years from the date of promotion to Grade II, will be held on **26.01.2025** in the medium of Sinhala, Tamil and English. The venue and the time of the examination will be mentioned on the admission card.

02. Qualifications

Officers who have been promoted to Grade II of a post for which salary scale MN-4-2006 (A) is stipulated of the Associated Officer Service Category of Ministry of Health (**Welfare Officer, Micro Photographer, Audio-Visual Officer, Community Health Social Service Officer**) and officers who have not yet completed the examination are eligible to apply for this examination.

N.B. :

Take necessary action to send applications of the Officers only who have been promoted to Grade II as at 30.12.2024 which is the closing date of applications and have already received the appointment letters.

07. Syllabus of the Examination

Question Paper	Post	Syllabus
07:1 Subject Related Facts	1. Welfare Officer	Welfare of employees in hospitals and health institutions. A written question paper prepared so as to cover above fields.
	2. Micro Photographer	A written question paper prepared to examine the knowledge on videography (storing images with the use of lenses, functioning of digital cameras, methods of controlling lights)
	3. Audio-visual Officer	<ul style="list-style-type: none"> * Manufacturing audio-visual equipment (print and electronic) * Having the custody of audio-visual equipment and their maintenance and service * Manufacturing audio related equipment necessary for health educational programmes A written question paper prepared so as to cover above fields.
	4. Community Health Social Service Officer	A written question paper prepared so as to cover the fields Sociology, community organizations, human behavior, social work and health care .
07:2 Computer Test	<p>The objective of the test is to examine whether the applicants possess following skills.</p> <p>Basic concepts of Information Technology</p> <p>(a) Basic components of the computer and their importance</p> <div style="text-align: center;"> <p>System Software</p> <p>Eg. :- Operating System</p> <p>Hardware and Software</p> <p>Application Software</p> <pre> graph TD A[Hardware and Software] --> B[System Software] A --> C[Application Software] </pre> </div> <p>Knowledge and skills expected under this</p> <ul style="list-style-type: none"> (a) Switching on and shutting down a computer properly. (b) The way in which Directories and files are stored in a CD (c) Creating new directories; Opening a new file in a directory; Delete; Copy; sending copied files to another directory; Move; Rename (d) Number of files in a directory, capacity of a directory, software required to open a file, Search information about the date the file was created or updated (e) Format 	

08. To follow the Regulations Related to Examination Procedure

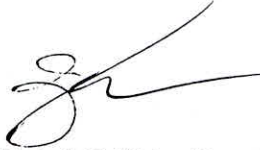
Candidates are warned against copying or attempting to copy from the script of another candidate or from any book or paper or notes whatsoever. No candidate should attempt to look at the script of another candidate and should not help any candidate either help another candidate or obtain help from another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

09. Please bring the contents of this circular letter to the notice of all relevant officers in your Institution who are in the posts for which the salary scale MN-4-2006 (A) is stipulated of associated officer service category of Ministry of Health. The information is also available on the web site – www.health.gov.lk

Web Path ; www.health.gov.lk → Staff Assess → Administration → Examination → Circulars

N.B. :

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



U.A.S.H. Sisira Kumara
Deputy Director General (Admin) II
For Secretary

U.A.S. Harshapriya Sisira Kumara
Deputy Director General (Administration) 02
Ministry of Health
"Suwasiripaya"
Colombo 10

04. Medium in which you sit for the examination (Sinhala/Tamil/English) :-.....

05. (a) Have you sit this examination before ?

(b) If so, have you affixed stamps for this time ?

Stamp Cage

06. Certification 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 genuine and not used before.

(II) I agree to abide by the rules and regulations imposed on this examination by Ministry of Health and I agree with whatever decision taken to cancel my candidature, if it is found that I am not eligible according to the rules of this examination.

.....
Date

.....
Signature of the candidate

07. Certification of the officer who have handle the personal file.

I certify that Mr./Mrs./Miss*..... has correctly handed over me the duly filled application before the closing date and particulars furnished in this application are true and accurate as per the personal file and kept a copy of this application attached to the personal file.

Date :

.....
Name and Signature

08. Certification of Head of Institution:

I do hereby certify that Mr./Mrs./Miss*..... serves as a in this institution and he / she* sits the Examination for the first time / not for the first time* and has affixed stamps to the value of Rs. / not necessary to affix stamps* and the particulars furnished in the Application are true and correct to his/her* personal file and he/she* is eligible to sit for the Examination. he/she* placed his/her* signature before me.

Date :

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

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

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

.....
Date

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

* -Delete words which are inapplicable