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சுவசிரிபாய
SUWASIRIPAYA

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சுகாதார மற்றும் வெகுஜன ஊடக அமைச்சு
Ministry of Health & Mass Media

Provincial Secretaries of Health,
Deputy Director General, NHSL Colombo/ NH Kandy,
Provincial/ Regional Directors of Health Services,
Directors /Medical Superintendents of Hospitals,
Directors of Programmes & Decentralized Units,
District Medical Officers of Divisional Hospitals,
Heads of Institutions concerned,
All Relevant Medical Officers.

Annual Transfer of Grade Medical Officers – 2025

This is further to the letter of even numbered, dated 12th August 2024 regarding the above subject.

The final noted list for Grade Medical Officers Annual Transfers 2025 is published in the HRMIS website. Following categories of Medical Officers were considered as eligible for the AT-2025.

- Medical Officers who have reported to duty on or before 30th June 2024 as per the Annual Transfer order 2021 or before.
- Medical Officers who have reported to duty on or before 31st December 2021 as per Special Appeal, North and East, Difficult Station transfers orders.
- Medical Officers who reported to duty on or before 31st December 2021 as per Post Intern Assignments.
- Medical Officers who are attached temporarily after Foreign Leave, after PGIM studies or after Secondment Post for last one year period.
- Medical Officers who were reinstated and reported to duty in 2021.

The relevant vacancies are filled as per the cadre approved by the Department of Management Services and by the instructions of Health Services Committee of Public Service Commission (HSC/TRA/MO/12/02/2022 and dated 2022.08.02).

The amended list has been completed considering the requests received by the relevant authorities at the closing date subject to amendments, corrections and withdrawals.

The 2025 Annual Transfer list for Grade Medical Officers will be a web application process. Therefore, all eligible Medical Officers are advised to apply through the web link <https://www.hrmis.health.gov.lk/> on or before 2025/03/03, 12.00 Noon.

Please note;

1. The online Annual Transfer application is designed to minimize the wastage of papers (Please refer HRMIS Annual Transfer 2025 web portal for further information, <https://www.hrmis.health.gov.lk/>)
2. Medical Officers should upload an image or pdf file of **Part A** using the HRMIS online web portal with certification by Head of the Institution on or before 2025/03/03.
 - 2.1 Medical officers those who have already **uploaded** the part A of the application during the document verification phase can directly proceed with the part B.
3. Printed copies of part A and B of the application should be delivered by hand to the Head of the Institutions on or before 2025/03/04.
4. Noted Medical Officers failing to submit applications on or before the closing date will be transferred to a post on the discretion of the Transfer Board.
5. All applicants should mention a sufficient number of preferences according to their seniority position in the list. Any applicant who fails to mention sufficient numbers of preferences are liable to be given a station at the discretion of the transfer board. **Any manual alterations of the printed application form will not be entertained.**
6. Required certified documents (any document relevant to special claims or no pay leave details) should be submitted along with the Annual Transfer application 2025.
7. **Any clarifications and assistance on the web-based application can be sought out from the Medical Service Information Unit through HRIMS Troubleshooter or 011-2685035, during the office hours.**
8. Grade Medical Officers who are more than 60 years of age by 2024.12.31 and eligible to apply but wish to serve in the same post should appeal through the online application. However, the Transfer Board reserves the right to change the post while preserving the station when granting the extension, as per the recommendation of Health Services Committee of Public Service Commission.
9. Grade Medical Officers who are requesting concessions on medical grounds are informed to submit an original government medical certificate from a relevant specialist obtained within the last 6 months.
10. Grade Medical Officers who apply for an extension/concession on medical grounds or age grounds are **strongly advised to submit an adequate preference list** as the extension of the current appointment is at the discretion of the Transfer Board.


Submission of false information and/or any attempt of manipulation in relation to the process of annual transfers will be punished through initiation of disciplinary actions.

Heads of Institutions are informed **not to submit the applications individually.** But collect all the recommended applications, list out all details in the format attached herewith and send with a detailed covering letter **on or before 2025/03/11 to the following address, only by hand.**

Address - Director (Medical Services),
Ministry of Health,
"Suwasiripaya",
385, Baddegama Wimalawansa Thero Mawatha, Colombo - 10.
TP - 011 2667510, Fax - 011 266 7506

Note: You are kindly requested to inform the consultants in your institutions by an internal circular to prepare their units by training other Medical Officers in order to release the noted Medical Officers for the Annual transfers 2025.

Please bring this advertisement to the notice of all the Medical Officers attached to your institution.


Dr. Anil Jasinghe
Secretary of Health

Dr. Anil Jasinghe
Secretary
Ministry of Health & Mass Media
"Suwasiripaya"
385, Rev. Baddegama Wimalawansa Thero Mawatha,
Colombo 10

Copies

01. Secretary, HSC of Public Service Commission - For information pls
02. Secretary, Government Medical Officers Association - For information pls

Annual Transfer of Grade Medical Officers - 2025

Details of Annual Transfer Applications

Name of the Institute/Region :

Number of Medical Officers noted :

Number of Medical Officers applied :

* Please include all the names in the noted list, under the name collum.

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Signature of Head of the institution
with official Stamp