

My No: DL/E/21/LO/EB/2022

Establishments Division

Department of Labour

Colombo 05

22/11/2023

All Relevant Commissioners of Labour/ All Zonal Deputy Commissioners of Labour/ All District Assistant Commissioners of Labour/Relevant District Factory Inspecting Engineers/ All Senior Labour officers,

Second (II) Efficiency Bar Examination for Labour Officers- 2023

As per the scheme of recruitment for the field/ office based on, service category Segment 2 of the Department of Labour, which was approved on 26.09.2013, and the letter bearing reference number PSC/APP/4/65/2018(I) of Public Service Commission dated 04.12.2018, Grade I and II Labour officers can apply for the second efficiency bar examination which should be passed before the lapse of 5 years from being promoted to Grade I.

02. Accordingly, Second (II) Efficiency Bar Examination for labour officers has been planned to be conducted through the National Institute of Labour Studies, in January 2024.

03. The notification for calling applications and a copy of the specimen application form issued in this regard are sent herewith.

04. An Examination fee Rs.300/- will be charged from all the applicants except those who apply for the examination for the first time.

05. Payment of examination fees

The applicant should forward the Gen. 118 mentioning the name of the examination and receiving Head as 2003.02.99 with a copy of this notice to the Shroff of the office, to which he/she is attached or the Head Office or if there isn't a Shroff in the office to which the applicant is attached, to the Shroff of any other office of the Department of labour accessible to the applicant on or before the closing date of applications. The cash receipt (Gen. 172) obtained for payment should be firmly pasted on the space specified in the application. (it would be useful for the applicant to keep a photocopy of the receipt.)

Note: The examination fee once paid will not be repaid for any reason whatsoever unless the exam is cancelled. Further, the fees paid for this examination cannot be transferred for another examination.

06. You are instructed to make all the labour Officers in your Division/Zone aware of this examination. Furthermore, you are kindly informed to submit the application to me on or before 21/12/2023 with the recommendation of the immediate Supervisory officer under item no.08 of the application.



H.T.P. Abayarathna

Commissioner of Labour

H.T.P. Abayarathna

Commissioner of Labour (Administration)

Department of Labour

Colombo 05.

sgd. /by: B.K.P. Chandrakeerthi
Commissioner General of Labour

Copies to: 1. Secretary, Ministry of Labour

2. Director General, National Institute of Labour Studies

3. Chief Accountant

4. Secretary, Government Service Labour Officers' Association – For the information of your members

Department of Labour

Second(II) Efficiency Bar Examination for Labour Officers - 2023

The Second Efficiency Bar Examination for Labour Officers has been planned to be conducted through the National Institute of Labour Studies, by the Commissioner General of Labour, in the month of January, 2024.

1. Examination Procedure

1.1. Second (II) Efficiency Bar Examination (For Officers in Grade I and II)

1.1.1. Description on the Examination

Question Paper	Duration	Maximum Marks	Pass Mark
Labour Laws	03 hours	100	40

1.1.2. Syllabus

Subjects	Syllabus	Duration
Labour Laws	Testing of Practical Knowledge on Court Procedure and on carrying out inspections under Labour Laws	03 Hours

02. Forwarding of Applications

Applicants who wish to appear for this Examination should prepare the application form according to the specimen application form appended at the end of this notification, using both sides of A4 sized paper in such a manner so that item numbers 01-05 appear on one side and the remaining numbers appear on the other side. The application form so prepared should be forwarded to reach **the Commissioner General of Labour on or before 21/12/2023** with the recommendation of the immediate supervisory officer. The term **"Second(II) Efficiency Bar Examination for Labour officers"** should be indicated on the top left hand corner of the envelope in which the application is enclosed. Applications received after that date will be rejected.

03. Examination fee

An Examination fee of Rs.300/- will be charged from all the other applicants except those who appear for the examination for the first time.

04. Payment of Examination Fee.

The applicant should forward the Gen. 118 mentioning the name of the examination and receiving Head as 2003.02.99 with a copy of this notice to the Shroff of the office, to which he/she is attached or the Head Office or if there isn't a Shroff in the office to which the applicant is attached, to the Shroff of any other office of the Department of Labour accessible to the applicant on or before the closing date of applications. The cash receipt (Gen. 172) obtained for payment should be firmly pasted on the space specified in the application.

(It would be useful for the applicant to keep a photocopy of the receipt.)

Note: The examination fee once paid will not be repaid for any reason whatsoever unless the exam is cancelled. Further, the fees paid for this examination cannot be transferred for another examination.

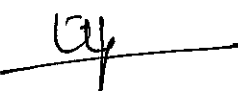
05. Qualifications to appear for examination

Having read the notification carefully, you should submit the completed application on or before the due date. Applications, which do not conform, to the requirements of this notification will be rejected.

06. Admission to the examination and issue of admission cards.

The National Institute of Labour Studies will issue admission cards and time tables to all the applicants who have fulfilled the qualifications.

07. Travelling expenses, combined allowance or settling- in allowance will not be paid for coming to appear for the examination.


H.T.P. Abayarathna
Commissioner of Labour (Administration)

Sgd. /by: B.K.P. Chandrakeerthi
Commissioner General of Labour

H.T.P. Abayarathna
Commissioner of Labour (Administration)
Department of Labour
Colombo 05

Date ²².../11/2023

Specimen application Form

For office use

Department of Labour

Second(II) Efficiency Bar Examination for Labour Officers- 2023

01. 1.1 Applicant's name with initials (in Sinhala)
- 1.2 Applicant's name with initials (in English):.....
- 1.3 Name in full (in Sinhala):
- 1.4 Name in full (in English):.....
02. 2.1 Designation :
03. 3.1 Address to which the admission card should be sent (in Sinhala) :
- 3.2 Address to which the admission card should be sent (in English) :
- 3.3 Work place and address:
- 3.4 Telephone No : Official personal
04. 4.1 N.I.C No :

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- 4.2 Date of Birth:

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- 4.3 Gender:
05. 5.1 Language medium in which you expect to sit for the examination:
- 5.2 Examination you wish to appear for:
- 5.3 Subject/ Subjects you wish to appear for :

06. 6.1 Are you applying for the examination for the first time?
6.2 If the answer to 6.1 above is "No", the name of the office to which the examination fee is paid?.....
6.3 Number and date of the cash receipt :

Paste the cash receipt here firmly by one border of it.

Keep a photocopy of the receipt with you.

07. Declaration of the applicant :

- (a) I Certify that the particulars furnished by me in this application are true and correct.
(b) I agree to abide by all the conditions of this examination.

Date :

.....

Signature of the Applicant

08. Recommendation of the Head of the Office/ Division:

I certify that the aforesigned applicant, who is submitting this application, is serving in this Office/Division. The application is recommended and forwarded.

Date :

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Signature of the Head of the Office/ Division
(Official Frank)

09. Certificate of the Head of the Department:

I certify that,

- (i) The particulars furnished above have been checked and found to be correct, and
(ii) The applicant is qualified to appear for this examination.

Date:

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Signature of the Head of the Department
(Official Frank)