

Public Administration Circular no: 10/2015

My no: CS/SLAS/AMEN/MINUT(Volume II)

Ministry of Public Administration, Local
Government and Democratic Governance,

Independence Square, Colombo 07.

23.04.2015

Secretaries of all Ministries,

Chief Provincial Secretaries,

Heads of Departments,

District Secretaries,

Divisional Secretaries,

Implementation of the Minute of Sri Lanka Administrative Service

Minute on Sri Lanka Administrative Service which has been published in the Gazette Extra Ordinary No 1842/2 dated 23.12.2013 in substitution to the Minute on Sri Lanka Administrative Service dated 28.10.2005 published in the Gazette Extra Ordinary of the Democratic Socialist Republic of Sri Lanka No 1419/3 dated 14.11.2005 has come in to effect from 01st July 2012.

02. Efficiency Bars:

- (I) Officers in Sri Lanka Administrative Service are required to pass the first efficiency bar examination prescribed in the new service minute published in the Gazette Extraordinary No. 1842/2 dated 23.12.2013 either within the probation period or within a period of 03 years from the date of appointment or within the first 04 examinations held from the date of appointment. Likewise officers are required to pass second efficiency bar examination either within 03 years from the date of appointment to Grade II or within first 04 examinations held after appointment to Grade II.
- (II) Officers recruited during the period from 01.07.2012 up to 23.12.2013 are considered as having passed the relevant subjects of first and second efficiency bars on passing the subjects of the efficiency bars held up to 31.12.2014 under provisions of the previous service minute dated 28.10.2005 published in Gazette Extraordinary No. 1419/3 dated 14.11.2005 mentioned below .

	<u>Previous Service Minute No. 1419/3 dated 14.11.2005</u>	<u>Service Minute No. 1842/2 dated 23.12.2013</u>
1.	Law(First Efficiency bar examination)	Law(First Efficiency bar examination)
2.	Administration(First Efficiency bar examination)	Administration(First Efficiency bar examination)
3.	Economics or Social Science (First Efficiency bar examination)	Economics and Social Science (First Efficiency bar examination)
4.	Public Sector Financial Management (Second Efficiency bar)	Public Sector Financial Management and procurement process (First Efficiency bar examination)
5.	English (First Efficiency bar examination)	Competency in link language (Second Efficiency bar examination)

(III) Officers who were required to pass efficiency bars under provisions which were effective before 01.07.2012 but unable to do so until 31.12. 2014, should complete efficiency bar as per the said service minutes by way of passing relevant subjects mentioned under 1.5 (b) of the schedule II of the service minute corresponding to subjects in relevant service minute.

(IV) At such occasions where these officers are unable to pass the efficiency bar examinations held as per provisions of the previous service minute up to 31.12.2014, they are given opportunity to pass relevant subjects mentioned under 1.5 (b) of schedule II of the service minute appearing either for first or second efficiency bar examinations held under the new service minute.

Note:

1. The officers who are confirmed in the service within the interim period mentioned in the new service minute and have not passed the subject of Public Sector Financial Management up to 31.12.2014 under the second efficiency bar examination conducted as per the provisions of previous service minute, shall pass the subject of Public Sector Financial Management and Procurement Process under first efficiency bar examination conducted as per provisions of the new service minute before their promotion to Grade II.

2. The officers who are not confirmed within the interim period shall pass the subject of Financial Management and Procurement Process in the public sector under first efficiency bar examination conducted as per the provisions of the new service minute, if they are to be confirmed in the service.
3. **The officers in above 2** shall be granted a **concessionary** period to pass the Financial Management and Procurement Process in the public sector in four consecutive sittings from 31.12.2013.

(V) Even though, the second efficiency bar examination should be passed within 06 years from the date of appointment to the service as per previous service minute, as per the new service minute the second efficiency bar examination should be passed before the lapse of three years from the date of promotion to Grade II. Accordingly, the officers, whose salary increments have been deferred due to not passing second efficiency bar examination as per the previous service minute within 06 years, can be paid salary increments again to be effective from 23.12.2013 on which the new service minute has been published in the Gazette.

Note:

Example: The annual salary increments of an officer who has not completed the efficiency bar up to 23.12.2013, even though he was required to pass the same within 06 years from his appointment on 02.10.2006 (before 02.10.2012), shall be deferred only for the period from 02.10.2012 up to 22.12.2013.

(VI) Officers who were promoted to Grade 1 of Sri Lanka Administrative Service and have completed five years (5) period of service in Grade I as at 23.12.2013 on which the new service minute has been published in the Gazette are exempted from the requirement of passing third (III) efficiency bar examination mentioned in the new service minute. Officers who were promoted to Class 1/Grade 1 of Sri Lanka Administrative Service during the period from 23.12.2008 up to 23.12.2013 are given an additional period of concession of 02 years to pass the third (III) efficiency bar examination mentioned in new service minute.

(VII) Officers in grade I,II,III of Sri Lanka Administrative Service are required to complete their efficiency bar examinations mentioned in the new or previous service minutes on due date and annual salary increments of such officers who fail to do so will be differed.

03. Exemptions:

- I. Provisions made for officers recruited before 01.07.2012, the effective date of new service minute, to be exempted from passing efficiency bars and acquiring language competency will be applicable further in respect of such officers. Particulars in this regard are mentioned in annex 01.

- II. The officers who have been recruited after 01.07.2012, which is the effective date of the new service minute, will be exempted from the requirement of passing the subject of law at the first efficiency bar examination if they have satisfied the following qualifications.
 1. Shall be a Barrister or a lawyer at the Supreme Court of Sri Lanka.
 2. Shall have obtained a degree in Law from a university recognized by the University Grants Commission.

This Circular is issued with the concurrence of the Public Service Commission.



J. Dadallage

Secretary,

Ministry of Public Administration, Provincial Councils, Local Government and Democratic Governance

Exemptions allowed under previous service minutes

(1) Exemptions allowed under service minute no 509/7 dated 07.06.1988

First Efficiency Bar Examination

Subject	Exemption
Law	1. Should be a barrister or an attorney at law of the Supreme Court of Sri Lanka 2. Should have possessed a degree in Law from a recognized University
Social Science	Should have possessed a degree in Social science from a recognized University
Economics	Should have possessed a degree in Economics from a recognized University
English	Should have passed the English test held by Sri Lanka Institute of Development Administration at the end of induction training

Second efficiency bar examination

Subject	Exemption
Management and Organization	Should have completed the induction training held by Sri Lanka Institute of Development Administration

Language Competency

Subject	Exemption
Second language test	Should have passed the subject of English at G.C.E (O/L)

(02.) Exemptions allowed under service minute no 1419/3 dated 14.11.2005

First Efficiency Bar Examination

Subject	Exemption
Law	<ol style="list-style-type: none">1. Should be a barrister or an attorney at law of the Supreme Court of Sri Lanka2. Should have possessed a degree in Law from a recognized University
Social Science	Should have possessed a degree in Social science from a recognized University
Economics	Should have possessed a degree in Economics from a recognized University

Language Proficiency

Subject	Exemption
Proficiency in other official languages(Sinhala/Tamil)(Mentioned in section 11 of the Service Minute Note Not relevant for the officers who were recruited on 02.01.2012 or later in Limited or Open streams	<ol style="list-style-type: none">1. Should have passed other official language as first or second language at G.C.E.(O/L)2. Should have passed other official language as an optional subject at G.C.E.(O/L)3. Should have successfully completed basic or higher diplomas in languages at the Department of Official Languages4. Should have successfully completed language courses at preliminary or higher level at the Department of Official Languages
Competency in link language (As prescribed in section 11 (II) as per the revision of the service minute No. 1458/2 dated 14.08.2006)	Should have passed the subject of English at G.C.E.(O/L)