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The Gazette of the Democratic Socialist Republic of Sri Lanka

EXTRAORDINARY

අංක 2103/2 - 2018 දෙසැම්බර් මස 24 වැනි සඳුදා - 2018.12.24

No. 2103/2 - MONDAY, DECEMBER 24, 2018

(Published by Authority)

## PART I : SECTION (I) — GENERAL

### Government Notifications

#### SERVICE MINUTE OF THE SRI LANKA SURVEYORS' SERVICE

The following Service Minute of the Sri Lanka Surveyors' Service will be replaced without prejudice to the Service Minute of the Sri Lank Surveyors' Service that came into force with effect from 01.08.2005 and published in the *Gazette Extraordinary* of the Democratic Socialist Republic of Sri Lanka No.1434/5 of 27.02.2006 and to any steps taken or purported to have been taken as per the amendments made to the said Minute from time to time.

By order of the Public Service Commission,

M.A.B. DAYA SENARATH,  
Secretary,  
Public Service Commission.

21st December 2018.

#### 01. Effective Date

This Service Minute shall come into operation with effect from 24.12.2018

#### 02. Particulars of the Appointing Authority

2.1 Appointing Authority - The Appointing Authority for the post of Surveyor General is the Cabinet of Ministers and for the other posts in Service other than the post of Surveyor General, the Appointing Authority is the Public Service Commission.

#### 03. Particulars of the Service categories

3.1 Service Category: Senior Executive  
Executive



3.2 Grades

Senior Executive	Special Grade
Executive	Grade I
Executive	Grade II
Executive	Grade III

3.3 General definition of the role entrusted

Functions assigned to the Surveyor General as the Head of the Department by the Survey Act, No. 17 of 2002 and other laws incidental thereto and other functions specifically assigned to him in relation to the subject of Surveying should be carried out by those who hold posts in this service.

04. **Nature of the post - permanent and pensionable.**  
 (Shall be subjected to a policy decision made by the government in future on the pension scheme.)

05. **Salaries**

- 5.1 Salary Code Number - Senior Executive - SL-03-2016
- Executive - SL - 01- 2016

- 5.2 Salary Scale Senior Executive - SL-03-2016
- Rs. 88,000 – 12 X 2,700 – 120,400/-
- Executive - SL-01-2016
- Rs. 47,615 – 10 X 1,335 – 8 X 1,630 – 17 X 2,170 – 110,895/-

5.3 Grading system applicable to service category and monthly salary step applicable to grading system

<i>Grade</i>	<i>Initial salary step</i>	<i>Salary level</i>
Grade III	Step 01, SL-1-2016	Rs. 47,615
Grade II	Step 12, SL-1-2016	Rs. 62,595
Grade I	Step 20, SL-1-2016	Rs. 76,175
Special Grade	Step 01, SL-3-2016	Rs. 88,000

**06. Posts belonging to service categories**

6.1 Approved designations, number of approved posts and functions assigned to them

<i>Approved Designations (Grade)</i>	<i>Approved Carder</i>	<i>Tasks</i>
Surveyor General (Special Grade)	1	Monitoring and Supervising of duties assigned by Survey Act and other laws incidental thereto and other related duties specifically assigned to the Surveyor General
Additional Surveyor General (Special Grade)	3	Monitoring and Supervising of duties assigned by Survey Act and other laws incidental thereto and other duties specifically assigned by the Surveyor General
Senior Deputy Surveyor General (Special Grade)	5	
Deputy Surveyor General /Provincial Surveyor General (Special Grade)	15	
Senior Superintendent of Survey (Grade I)	60	Carrying out, monitoring and supervising of duties assigned by Survey Act and other laws incidental thereto and other duties specifically assigned by the Surveyor General
Superintendent of Survey (Grade II)	139	Carrying out, monitoring and supervising of duties assigned by Survey Act and other laws incidental thereto and other duties specifically assigned by the Surveyor General
Assistant Superintendent of Survey/ Surveyor (Grade III)	850	Carrying out of duties assigned by Survey Act and other laws incidental thereto and other duties specifically assigned by the Surveyor General

6.2 Number of combined officers: 1049

All Grades of III, II and I are considered as belonging to the number of combined officers for grade to grade promotion.

**07. Method of Recruitment**

All recruitments will be made to the Grade III of the Service from the officers who fulfill the following qualifications and serve in the post of Apprentice Surveyor in the Department of Survey outside the Sri Lanka Surveyors' Service and who is a registered Surveyor in the Land Survey Council in terms of the Survey Act, No. 17 of 2002.

- (i) If an officer recruited to the post of Apprentice Surveyor with a degree in Surveying Science, should have served at least three (03) year active and satisfactory period as an Apprentice Surveyor in the Department of Survey with a training period of six months (06) on departmental activities.

(ii) If an officer recruited to the post of Apprentice Surveyor with non-Surveying Science degree, should have completed a degree in Surveying Science and served at least three year (03) active and satisfactory period as an Apprentice Surveyor in the Department of Survey.

Scheme of Recruitment to the post of Apprentice Surveyor in the Department of Survey outside the Sri Lanka Surveyors' Service is included in appendix "A"

**08. Efficiency Bar**

<i>Which Efficiency Bar</i>	<i>Number of years prior to which the Efficiency Bar should be passed</i>	<i>Nature of the Efficiency Bar Written Examination /Trade Test/Certificate Course/Other</i>
1 <sup>st</sup> Efficiency Bar	Within three years from the recruitment to the Grade III of Sri Lanka Surveyors' Service	See appendix "B"
2 <sup>nd</sup> Efficiency Bar	Within three years (03) from the promotion to the Grade II of Sri Lanka Surveyors' Service	See appendix "B"
3 <sup>rd</sup> Efficiency Bar	Within five years (05) from the promotion to the Grade I of Sri Lanka Surveyors' Service	See appendix "B"

8.2 Frequency at which the Efficiency Bar Examination is conducted: Will be held twice a year.

8.3 The authority conducting the examinations relevant to the Efficiency Bars.

1<sup>st</sup> and 2<sup>nd</sup> Efficiency Bar Examinations will be conducted by the Commissioner General of Examinations or an institution approved by the Secretary to the Ministry.

3<sup>rd</sup> Efficiency Bar Examination will be conducted by the institutions set out in Appendix "A" or an institution approved by the Secretary to the Ministry.

**09. Language Proficiency**

<i>Language</i>	<i>Proficiency to be achieved</i>
01. Official Language proficiency	An officer recruited to the public service through a language other than an official language as An Apprentice Surveyor in the Department of Survey outside the Sri Lanka Surveyors' Service should acquire proficiency in one official language during the probation period.
Other official language	An officer recruited to the Sri Lanka Surveyors' Service shall acquire proficiency in other official language belonging to category III in terms of Public Administration Circular No. 01/2014 within 5 years from such recruitment.
Link language	An officer recruited to the Sri Lanka Surveyors' Service should have completed a qualification either a pass in English language as a subject in the G.C.E. Ordinary Level Examination (not as an optional subject) or a pass in the Special Examination of English language conducted by the Institute of Surveying and Mapping within 5 years from the recruitment.

## 10. Grade Promotion

### 10.1 Promotion to Grade II from Grade III

#### 10.1.1 Qualifications to be fulfilled:

- (i) Should have been confirmed in the appointment
- (ii) Should have completed minimum of ten (10) years period of active and satisfactory service in Grade III of the service category and earned ten (10) increments.
- (iii) Should have demonstrated a performance at satisfactory level or above during a period of ten (10) years preceding the date of promotion in accordance with the approved procedure of the performance appraisal.
- (iv) Should have completed a satisfactory period of service throughout the period of five (05) years immediately prior to the date of promotion.
- (v) Should have acquired the proficiency in other official language at the level applicable.
- (vi) Should have passed the relevant Efficiency Bar Examination on the due date.

#### 10.1.2 Method of Promotion

When the officers who have fulfilled qualifications make a request as per the prescribed form to the appointing authority, promotion to Grade II will be made with effect from the date on which they fulfill such qualifications after the scrutiny of qualifications by the Appointing Authority.

### 10.2 Promotion to Grade I from Grade II

#### 10.2.1 Qualifications to be fulfilled:

- i. Should have completed a period of seven (07) year active and satisfactory service in Grade II as at the date on which qualifications are completed for promotion and earned seven (07) salary increments.
- ii. Should have passed the 2<sup>nd</sup> Efficiency Bar Examination in the service.
- iii. Should have completed a satisfactory period of service during five (05) years immediately prior to the date of promotion.
- iv. Should have achieved a performance at a satisfactory level or above during seven (07) years prior to the date of promotion according to the approved procedure of performance appraisal
- v. Should have obtained a postgraduate degree in Surveying Science from a university/institute recognized by the University Grants Commission or in a subject area related to the field of Surveying Science or in Land Administration.

10.2.2 Method of Promotion

When officers who fulfill qualifications make a request as per the prescribed form to the Appointing Authority, promotion to Grade I of the Service will be made by the Appointing Authority with effect from the date of acquirement of the qualifications, irrespective of the number of vacancies after the scrutiny of qualifications.

10.3 Promotion to Special Grade from Grade I

10.3.1 Qualifications to be fulfilled

- i. Should have obtained a postgraduate degree in Surveying Science from a university/institute recognized by the University Grants Commission or in a subject area related to the field of Surveying Science or in Land Administration.
- ii. Should have completed a period of five (05) years of active and satisfactory service of Grade I of the Executive Service Category as at the date of acquirement of the qualifications for promotion and earned five (05) salary increments after promotion to Grade I of the Executive Service Category.
- iii. Should have completed a period of active service not less than 18 years in the Executive Service Category of the Sri Lanka Surveyors' Service as at the date of becoming eligible for promotion.
- iv. Should have Shown an annual performance at a satisfactory level or above during a period of five (05) years immediately prior to the date of becoming eligible for promotion.
- v. Should have possessed a period of satisfactory service during the period of five (05) years immediately prior to the date of promotion and should have not been subjected to a disciplinary punishment.

10.3.2 Method of promotion

Promotion to the Special Grade of the Service will be made by the Appointing Authority according to the seniority of the officers in Grade I of the service who fulfill qualifications, based on the number of vacancies existing in the Special Grade.

**11. Appointment to posts**

11.1 Qualifications

<i>Post</i>	<i>Qualifications</i>
Surveyor General	Should be a senior officer of the Sri Lanka Surveyors' Service
Additional Surveyor General	Should be an officer in Special Grade of the Sri Lanka Surveyors' Service
Deputy Surveyor General	Should be an officer in Special Grade of the Sri Lanka Surveyors' Service
Deputy Surveyor General/Provincial Surveyor General	Should be an officer in Special Grade of the Sri Lanka Surveyors' Service
Senior Superintendent of Survey	Should be an officer in Grade I of the Sri Lanka Surveyors' Service
Superintendent of Survey	Should be an officer in Grade I or II of the Sri Lanka Surveyors' Service

11.2 Method of Selection :

<i>Post</i>	<i>Qualifications</i>
Surveyor General	Will be appointed by the Cabinet of Ministers
Additional Surveyor General	Appointment of the next senior most officers in Special Grade of the Sri Lanka Surveyors' Service other than the Surveyor General to the posts of Additional Surveyor General, as per the existing number of vacancies, will be made by the Public Service Commission
Senior Deputy Surveyor General	Appointment of the next senior most officers in Special Grade of the Sri Lanka Surveyors' Service other than the Surveyor General and the Additional Surveyor Generals, to the posts of Senior Deputy Surveyor General as per the existing number of vacancies, will be made by the Public Service Commission
Deputy Surveyor General/Provincial Surveyor General	Appointment of the senior most officers of the Superintendent of Survey in Grade I of Sri Lanka Surveyors' Service, to the posts of Deputy Surveyor General/Provincial Surveyor General as per the existing number of vacancies, will be made by the Public Service Commission
Senior Superintendent of Survey	Appointment of the senior most officers who hold the post of Superintendent of Survey in Grade I of the Sri Lanka Surveyors' Service, to the posts of Senior Superintendent of Survey as per the existing number of vacancies, will be made by the Public Service Commission.( When appointment are made, priority will be given to the officers who have been given acting/ attending to duties appointments)
Superintendent of Survey	Appointment of the next senior most officers in Grade I or Grade II of the Sri Lanka Surveyors' Service to the posts of Superintendent of Survey, as per the existing number of vacancies will be made by the Public Service Commission.

**12. Conditions extraneous to the general conditions stipulated in the Procedural Rules of Public Service Commission.**

(a) Period of Compulsory Service

Officers receiving the appointment as Apprentice Surveyor with a degree in Surveying Science, are subject to a six (06) year period of compulsory service from the date of appointment and officers receiving the appointment as Apprentice Surveyors with other degree are subject to a eight (08) year period of compulsory service as from the date of appointment. Every officer who receives an appointment as an Apprentice Surveyor should enter into an agreement with the Surveyor General and the officers relinquishing the appointment prior to the compulsory period of service will be dealt with as per such agreement.

(b) Induction Training

- i) Training on departmental activities will be provided to the Surveying Science graduates appointed to the post of Apprentice Surveyor in the Department of Survey outside the Sri Lanka Surveyors' Service.

- ii) Officers with other degrees other than the holders of the Surveying Science degree appointed to the post of Apprentice Surveyor in the Department of Survey outside the Sri Lanka Surveyors' Service should complete a BSc degree course in Surveying Science as their second degree at the institute of Surveying and Mapping and training on departmental activities will also be provided.

(c) In-service Training

Professional knowledge will continuously be provided to the officers by in-service training courses. Professional development needs of all officers in the service will be provided by these training courses.

**13. Definitions**

- i) "Gazette" means the *Gazette* of the Democratic Socialist Republic of Sri Lanka
- ii) "Service" means Sri Lanka Surveyors' Service
- iii) "Service Minute" means the Minute of the Sri Lanka Surveyors' Service
- iv) "Secretary to the Ministry" means Secretary of the ministry in charge of the subject of Surveying.
- v) "Institute of Surveying and Mapping" means the Institute of Surveying and Mapping established under the Act No. 21 of 1969
- vi) "Minute of 01.08.2005" means the Minute of the Sri Lanka Surveyors' Service published by the *Gazette Extraordinary* No. 1434/5 dated 27.02.2005 of the Democratic Socialist Republic of Sri Lanka and become effective as from 01-08-2005 and the amendments thereof.
- vii) "Period of active service means the period of service an officer, drawing the salary assigned to his post, excluding any period of no-pay leave other than periods of approved no-pay leave for specific purposes, which have been recognized by the cabinet of Ministers as a policy"
- viii) Sri Lanka Surveyors' Service will constitute of officers appointed to the Classes or Grades referred to above in such service in any of the Departments set out in Appendix "C" appended to this Minute.

**14. Determination of the number of vacancies and the extent of recruitment**

The number of vacancies in the post of Apprentice Surveyor of Department of Survey outside the Sri Lanka Surveyors' Service will be computed by deducting the total of the number of officers serving in such posts and the number of officers serving in the post of Apprentice Surveyor of Department of Survey outside the Sri Lanka Surveyors' Service out of the approved number of posts for the post of Assistant Superintendent of Survey/ Surveyor. The number of the vacancies remain is considered as the vacancies remain as at the date of 30<sup>th</sup> July in the same year.

The number of officers serving in the posts of Assistant Superintendent of Survey, Surveyor, and the Apprentice Surveyor in Department of Survey outside the Sri Lanka Surveyors' Service should not herein be exceeded number of officers serving in the approved number of posts for the posts of Assistant Superintendant of Survey/Surveyor.

**15. Recruitment to the Service, Confirmation in the Service and Making of Graded Promotions**

- (a) New recruitments to the Sri Lanka Surveyors' Service will be made only to Grade III and the graded promotions should only be made under the methods set out in this Minute.



- (b) If they have attained the successful completion of the apprentice training as per the paragraph 12, the relevant proficiency in a official language prior to the confirmation in the post of the Apprentice Surveyor recruited to the Service in a medium of language other than an official language and the continuation of duties and conduct satisfactorily as an Apprentice Surveyor and if the qualifications stipulated in the section 7 of this Service Minute have been fulfilled, they will be confirmed in service following recruitment to the Grade III of the Sri Lanka Surveyors' Service.

## 16. Retirement Option

Where the Public Service Commission is satisfied that an officer in service who has not reached his optional age of retirement by the date on which this *Gazette* notice of the Service Minute is published has been adversely affected by the provisions of this Service Minute to such an extent as to avail the privilege of expressing his option to retire under Section 7 of the Minute on Pensions, he will be allowed to so retire subject to avail such option within five years (5) from the date on which this Service Minute being published in the *Gazette*.

## 17. Absorption of officers in service into the new grade structure of the reconstituted Service.

It is applicable only for those who are in service as at the date on which this procedure takes effect. All officers drawing salaries under the salary scale of SL-01-2006 and SL-03-2016 as provided by the Public Administration Circular No. 06/2006 and the Circulars incidental thereto on the due date will be absorbed as follows subject to the provisions of Section 04 of Chapter VII of the Establishments Code.

Period of service will be calculated on the basis of the date appointed to each post. However, due to absorption the date of increment of the person concerned should not be changed and such date should continue to be effective as the increment date that remained prior to the absorption. Likewise, due to reason that the salary step of the person concerned was drawing last corresponds to the new salary step, he should not be placed on the next higher salary step either in terms of Section 4.4 of Chapter VII of the Establishments Code.

### i) Absorption to the Grade III of the Service

The officers who are in Grade II of Class II of the Service as at the date the Service Minute takes effect will be absorbed to the Grade III of the Service.

### ii) Absorption to the Grade II of the Service

a) The officers who are in Grade II of Class I of the Service as at the date of Service Minute takes effect will be absorbed to the Grade II of the Service.

b) The officers who received appointments to the Grade I of Class II under Section 7.3 of the previous Service Minute as at the date the Service Minute takes effect will be absorbed to the Grade II without the right to promotion to the Grade I.

### iii) Absorption to the Grade I of the Service

The officers who are in Class I of the Service as at the date the Service Minute takes effect will be absorbed to the Grade I of the Service

### iv) Absorption to the Special Grade of the Service

The officers who are in the Selection Grade of the Service as at the date the Service Minute takes effect will be absorbed to Special Grade.

## 18. Interim provisions

Interim period will be in force over an ensuing period of 05 years from the date this Service Minute takes effect.

- 18.1 Higher diploma course in Surveying Science conducted by the Institute of Surveying and Mapping or a post graduate diploma course on Surveying Science or a course in Surveying Science equal to or higher than this are accepted as alternative qualifications to those prescribed in (V) of 10.2.1 and (I) of 10.3.1 of this Service Minute, during the interim period.
- 18.2 The officers who have exceeded a period of five (05) years of service in Class I in terms of the Service Minute of the Sri Lanka Surveyors' Service published in *Gazette Extraordinary* No. 1434/5 dated 27.02.2006, as at the date this minute is published in the *gazette*, will be exempted from the requirement of passing over the third efficiency bar examination prescribed under 8.1.
- 18.3 Five years of concessionary period from the date on which this Service Minute is published, will be allowed to pass over the efficiency bar examination in respect of Grade I under this Service Minute for the officers who have not earned 05 increments by completing a period of 05 years of active and satisfactory service after promotion to the Class I, even if they had been promoted to the Class I as at the date on which this Service Minute is published in the *gazette*.
- 18.4 The officers considered to have passed the efficiency bar examination 1 and 2 as per the Minute of 01.08.2005 will still be considered to have passed this efficiency bar examination 1 and 2 under this Minute as well.
- 18.5 Surveyors who were not qualified to absorb into the Class II/II of the service in terms of section 7.1 of Minute of 01.08.2005 and served in Classes of III/ I,III/ II,III/III should remain in the present Class/Grade until they are qualified to be appointed to the Grade III of the Sri Lanka Surveyors' Service. They will be appointed to Grade III of the Service on completion of the qualifications prescribed in section 7.1 of the Minute of 01.08.2005 subject to such conditions.
- 18.6 When promotions are made to Grade I in the case of officers who are absorbed into Grade II as at the date this minute takes effect, provisions of Service Minute of the Sri Lanka Surveyors' Service set out in the *Gazette Extraordinary* No. 1434/5 dated 27.02.2006 should be made applicable in the interim period and it will be in force only up to 31.12.2018.
- 18.7 When officers who were recruited to the post of Apprentice Surveyor of the Department of Survey outside the Sri Lanka Surveyors' Service in terms of Minute of 01.08.2005 are recruited to Grade III of Sri Lanka Surveyors' Service, recruitments are made in terms of the provisions set out in such Minute.
- 18.8 For the posts of Senior Superintendent of Survey rendering vacant till the completion of the Minimum period of service required for the promotion to Grade I under this Service Minute after 31.12.2018 *i.e.* up to of 01.08.2022, officers will be appointed on the basis of acting or attending to duties subject to the approval of the Public Service Commission. This acting appointment is made according to the seniority in Grade II and if any officer who does not accept such acting / attending to duty appointments at the time of making such appointments he will not be considered for reappointments to an acting /attending to duties appointment until period of 02 years.

(When permanent appointments are made to the post of Senior Superintendant of Survey, priority will be given to the officers engaging in acting/ attending to duties appointments. Subsequent to making of appointments to the officers engaging in acting/ attending to duties in the post of Senior Superintendent of Survey, the officers who did not engage in acting/attending to duties appointments will be appointed to the post of Senior Superintendent of Survey.)

### 19. Proficiencies determined by the government from time to time

In addition to the requirements stipulated in this Minute, all officers should duly acquire the necessary proficiencies and skills determined by the government from time to time.

### 20. Seniority

When appointing the Surveying Science graduates recruited to the post of Apprentice Surveyor or to Grade III of the Sri Lanka Surveyors' Service, the criterion of deciding the seniority is the level of marks secured by each officer in the competitive examination conducted by the Sri Lanka Examinations Department as per Appendix "D".

When open recruitment (on the results of the competitive examination) and the recruitment on merit (on the marks of the interview) to the post of Apprentice Surveyor were made on a same day, the officers who were recruited on merit are considered to be having more seniority.

### 21. Matters not provided for

Decisions on matters extraneous to the provisions of this Minute will be made by the Public Service Commission.

### Appendix "A"

#### Method of Recruitment to the post of Apprentice Surveyor in the Department of Survey outside the Sri Lanka Surveyors' Service.

Recruitments to the post of Apprentice Surveyor of Department of Survey outside the Sri Lanka Surveyors' Service will be made so as to enable the filling up of the vacancies existing in Grade III of the Sri Lanka Surveyors' Service subsequent to the completion of prescribed qualifications.

#### Recruitment ratio

<i>Stream</i>	<i>Percentage</i>
Open	90%
Merit	10%

#### Note:

In the recruitment to the post of Apprentice Surveyor of Department of Survey, outside the Sri Lanka Surveyors' Service, 90% of the number of recruits will be made from the graduates with prescribed qualifications through an open competitive examination and balance will be recruited from officers who have a minimum of five (05) year active and satisfactory service with prescribed qualifications serving in a post of the Sri Lanka Technological Service of the Department of Survey after being confirmed in the service through a structured interview under the method of merit recruitment. However, if an adequate number of officers cannot be enrolled on the basis of merit recruitment for selection to train as Apprentice Surveyors of the Department of Survey outside the Sri Lanka Surveyors' Service, graduates selected on open recruitment will be engaged for such vacancies too

In the recruitment under the open stream, Surveying Science graduates and other graduates will be engaged in accordance with the ratio of 9:1. If Surveying Science graduates are found to be unavailable in the required number, such number will be completed from the other graduates and if other graduates too are not sufficiently available in the required number, such number will be filled up from the Surveying Science graduates.

## 2. Open recruitment

### 2.1 Qualifications

#### 2.1.1 Educational Qualifications

- (a) Should have obtained from a University/Institute recognized by the University Grants Commission,
- (i) A BSc degree in Surveying Science  
or
  - (ii) A BSc Special degree (Mathematics or Physics or Computer/Information Technology Science as a main Subject)  
or
  - (iii) A BSc degree in Engineering Science  
or
  - (iv) A Computer/Information Technology Science degree with a class  
or
  - (v) General BSc degrees with the subjects of Mathematics and Physics with a class  
and
- (b) Should have passed the subjects of Mathematics and Physics for the G.C.E. Advanced Level.

#### 2.1.2 Professional qualifications and experience – Not applicable

#### 2.1.3 Physical Qualifications

Every candidate should be a person who is physically fit in every respect to serve in any part of Sri Lanka with three dimensional sight void of color blindness.

#### 2.1.4 Other

- (i) Should be a citizen of Sri Lanka
- (ii) Should be of excellent moral character
- (iii) Persons ordained in any religious order will not be recruited to this post and they cannot apply for this post. Likewise, they are not in any way permitted to sit for the recruitment examination.
- (iv) The fact that the qualifications required to sit for the competitive examination for appointment to the Service have been fulfilled will be accepted only if the qualifications prescribed in this Appendix have been completed as at the date stated in the *Gazette Notification* as the date on which the qualifications should be completed. Copies of the certificates should be submitted with the application in support of the qualifications.

**2.1.5 Age**

**2.1.5.1 Minimum Age limit:** 22 years

**2.1.5.2 Maximum Age limit:** 28 years

**2.2 Method of recruitment**

Recruitments will be made by a written competitive examination conducted by an institute approved by the Commissioner General of Examinations or Surveyor General. The candidates who have passed all the subjects and secured a minimum of 40% marks for each question paper, will be recruited to the post of Apprentice Surveyor outside the Sri Lanka Surveyors’ Service in the order of merit of marks subsequent to an interview conducted by the Surveyor General for examining the qualifications and general physical fitness.

- (a) Details of the open competitive examination for recruitment to the post of Apprentice Surveyor of the Department of Survey outside the Sri Lanka Surveyors’ Service.

The open competitive examination held for the post of Apprentice Surveyor of the Department of Survey of Sri Lanka is conducted in Sinhala, Tamil and English languages and candidates are allowed to sit only in one language and the medium applied for will not be allowed to change subsequently. This examination is consisted of question papers related to three subjects as follows and every candidate should appear for all three subjects.

<i>Name of the question paper</i>	<i>Time</i>	<i>Maximum marks</i>	<i>Passed marks</i>
1. Comprehension	2 hours	100	40
2. Intelligence Test	2 hours	100	40
3. General Knowledge	2 hours	100	40

**Comprehension**

A number of short texts is given to the candidates by these question papers limited for a period of two hours (02). Certain texts are given to express in one sentence. Questions for which comments should be provided to the underlined words are also given. A number of alternative statements is given to the candidates in respect of certain other text and one of them is most suitable for the contents included in this text. Candidates should select the most appropriate statement from it. Several questions will be given to the candidate in regard to certain other texts. Correct answers for them are expected. These questions are prepared to test the manner in which the candidate grasps the meaning of such texts. In addition to this, a long text will be given for summary writing.

**Intelligence Test**

This paper which is limited to two (02) hours, has been prepared to assess the logical state of thinking of the candidate, analytical competence of his mind and his decision making power. This question paper will consist of questions fitting into multiple choice method.

**General Knowledge**

This is a general question paper which is confined to two (02) hours to test the knowledge of the entire gamut including political, social, cultural, and economical and environmental state of Sri Lanka and the technological and technical developments as well as nationally and internationally important contemporary matters. Selection of questions of their choice out of several questions is permitted.

### 2.3 Method of calling for applications

By publishing a notice in the *gazette* of the Democratic Socialist Republic of Sri Lanka and by publishing in website.

## 3. Recruitment on merit stream

### 3.1 Qualifications

#### 3.1.1 Educational qualifications

(a) Should have obtained from a University/Institute recognized by the University Grants Commission,

(i) A BSc degree in Surveying Science

or

(ii) A BSc Special degree (Mathematics or Physics or Computer/Information Technology Science as a main subject)

or

(iii) A BSc degree in Engineering Science

or

(iv) A Computer/Information Technology Science degree with a class

or

(v) A BSc General degrees with Mathematics and Physics subjects with class

and

(b) Should have passed the subjects of Mathematics and Physics for the G.C.E. Advanced Level.

**3.1.2 Professional Qualification** : Not applicable

#### 3.1.3 Experience

Should be an officer serving in a post of Sri Lanka Technological Service of the Department of Survey having confirmed in the service and should have completed an active and satisfactory period of service not less than five years.

#### 3.1.4 Physical Qualifications

Every candidate should be a person who is physically fit in every respect to serve in any part of Sri Lanka with three dimensional sight void of color blindness.

#### 3.1.5 Other

Should have completed a satisfactory service during the immediately preceding period of five (05) years and should not have been subject to disciplinary punishment

**3.1.6 Maximum age limit:** No age limit

**3.2 Method of Recruitment:** By a structured interview and general interview.

**3.2.1 Structured Interview**

<i>Headings to which marks are given after scrutiny</i>	<i>Maximum Marks</i>	<i>Pass Marks</i>
1. Performance (as per performance reports)	Marks will be given in terms of a marking scheme approved by the Public Service Commission	Not applicable
2. Period of service		

**3.2.1.1 The Appointing Authority of the structured interview board:** Surveyor General

**3.2.2 General Interview (Marks will not be given)**

General interview is conducted by the structured interview board at the same time.

**3.2.2.1 Objectives expected to be fulfilled**

Examination as to whether the candidates have fulfilled the qualifications required for recruitment as an Apprentice Surveyor in accordance with the qualifications stipulated in the *gazette* notification published and the examination of general physical fitness.

**3.3 Method of calling for Applications**

By publishing a notice in the *gazette* of the Democratic Socialist Republic of Sri Lanka or the departmental circulars and by publishing in the website.

**3.4 Salary category and Salary scale entitled to the post of Apprentice Surveyor,**

MN-5-2016

Rs. 34,605 - 10 X 660 - 11 X 755 - 15 X 930 – 63,460/-

**Appendix “B”**

**Service Minute of the Sri Lanka Surveyors’ Services – Efficiency Bars**

There are three efficiency bar examinations in the Sri Lanka Surveyors’ Services.

**1<sup>st</sup>Efficiency Bar**

An officer recruited to Grade III of the Service should prior to completion of 3 years from the date of recruitment to the Service pass the first efficiency bar examination which will be a written examination with the following syllabus. Minimum of 40 marks for each paper shall be obtained for the following two question papers.

<i>Name of the question paper</i>	<i>Time</i>	<i>Maximum marks</i>	<i>Pass marks</i>
1. Departmental Survey Regulations and Standing Orders.	3 hours	100	40
2. Establishments Code, Procedural Rules and Financial Regulations	3 hours	100	40

### 1. Departmental Survey Regulations and Standing Orders

One question paper relating to Departmental Survey Regulations, Technical Instructions, Standing Orders, Government Tender Procedure.

### 2. Establishments Code, Procedural Rules and Financial Regulations

This is a question paper prepared on the matters related to the following subjects in the Establishments Code, Procedural Rules and Financial Regulations

- (a) Financial Regulations (Other than the Chapter X);
- (b) Chapters of Establishments Code (I, II, III, V, VI, VII, IX, XXVIII, XXV, XXVI, XXVIII, XXIX, XXX, XXXI, XXXIII, XLVIII)
- (c) Procedural Rules published by the Public Service Commission (Including the amendments)

### 2<sup>nd</sup> Efficiency Bar:

The 2<sup>nd</sup> efficiency bar examination which will be a written test with the following syllabus should be passed prior to completion of three years (03) after promotion of the officers in Grade II to the grade II. Minimum of 40 marks for each paper should be obtained for the following two question papers.

<i>Name of the question paper</i>	<i>Time</i>	<i>Maximum marks</i>	<i>Pass marks</i>
1. Land Law and Surveying of Lands	3 hours	100	40
2. Field Survey Management	3 hours	100	40

- (1) Land Law and Surveying of Land - One question paper relating to Land Law, Land Administration, Modern Surveying Technology and Cadastral Surveying
- (2) Field Survey Management - One question paper relating to Management and Organisation of Office and Field Duties

### 3<sup>rd</sup> Efficiency Bar

Officers in Grade I should complete five short term courses (05) in Surveying Science or Management for senior officers conducted by the Institute of Surveying and Mapping or Sri Lanka Institute of Development Administration prior to completion of five (05) years after promotion of officers in Grade I to Grade I.



### Appendix "C"

The Sri Lanka Surveyors' Service will consist of public officers appointed to Grade III, II, I and Special Grade in the approved cadre of any of the following departments.

- i) Department of Survey
- ii) Land Commissioner General's Department
- iii) Department of Railway
- iv) Department of Coast Conservation

### Appendix "D"

01. Name of the examination: Examination conducted for the determination of seniority in the appointment to Grade III of the Sri Lanka Surveyors' Service.

02. Details of the examination: In the appointment to the Grade III of Sri Lanka Surveyors' Service, a written examination with the following syllabus will be conducted for the determination of the seniority. The seniority will be determined on the average of the marks obtained for 02 question papers by the relevant candidates.

	<i>Name of the Question paper</i>	<i>Time</i>
1	Practical Surveying & Leveling	03 Hours
2	Survey Information Management	03 Hours

03. Examination authority : Department of Examinations Sri Lanka

04. Syllabus for the examination :

- 1) Practical Surveying and Leveling.
  - (i) Use and establishment of horizontal vertical control network.
  - (ii) Use of surveying and leveling instruments and accuracy.
  - (iii) Management of human and physical resources for surveying of lands.
  - (iv) Collection of spatial / non spatial data by different data sources. (Preparation of plans / digital data as appropriate for and according to the requirements of land information)
  - (v) Collection of land information and preparation of a data base
  - (vi) Identifying of state / private lands.
  - (vii) Identifying of legal frames for each land.
  - (viii) Preparation of topographical plans.

2) Survey information management.

- (i) Practical knowledge required for different types of survey requests.
- (ii) Preparation of land surveys. (including journals )
- (iii) Understanding required for reservation of lands for reserves and public works.
- (iv) Coordination of related institutions.

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