

## Examinations, Results of Examinations & c.

### MINISTRY OF PUBLIC ADMINISTRATION PROVINCIAL COUNCILS AND LOCAL GOVERNMENT

#### Competitive Examination for Recruitment to Grade III of the Sri Lanka Grama Niladhari Service- 2025

APPLICATIONS are invited from the individuals of both male/female parties with the following qualifications to sit for the written examination for selecting qualified individuals to be appointed as Grama Niladharies in vacant Grama Niladhari Divisions of the Divisional Secretariats across the island and it is hereby notified that the said examination will be held by the Commissioner General of Examinations in the month of **December 2025**.

02. An applicant may apply for the vacancies existing in the Divisional Secretary's Division for which he or she is eligible, in accordance with the provisions specified in Section 06 below.

03. Details on the Divisional Secretariat and the District and the relevant province are given in Schedule I. Applicants must accurately indicate in the designated section of the application the name and number of the Divisional Secretary's Division applied for, as well as the name and number of the relevant District and Province, in accordance with the details specified in the said schedule. Candidates are not allowed to change it at a later stage. No requests will be considered in respect of any disadvantage that may be caused to an applicant due to the incorrect entry of such details, and applications that do not specify the Divisional Secretary's Division and its number will be rejected.

#### 04. Details on the competitive Examination:

4.1 Medium of Examination- This examination will be held in Sinhala, Tamil and English mediums within the Districts specified in Schedule I. However, the candidates in those Districts where a sufficient number of candidates for the establishment of an examination center have not applied will be directed to an examination center in some other adjoining District. The candidates shall sit the examination only in one language medium. The candidates shall not be allowed

to change the requested language medium subsequently.

4.2 The examination for recruitment of Grama Niladharies will consist of the following 03 question papers.

| <i>Subject</i>                                   | <i>Number of Marks</i> | <i>Minimum marks to be secured to pass the examination</i> | <i>Time</i> |
|--------------------------------------------------|------------------------|------------------------------------------------------------|-------------|
| 01. Language Use and Comprehension               | 100                    | 40                                                         | 1 ½ hours   |
| 02. General Knowledge on Local and Global Trends | 100                    | 40                                                         | 1 ½ hours   |
| 03. Aptitude                                     | 100                    | 40                                                         | 1 hour      |

#### 4.3 Syllabus of the written Examination:

##### 4.3.1 Language Use and Comprehension:

The question paper will consist of subject-related questions designed to test the candidate's ability to express ideas, comprehension, spellings, language and essay, drafting a given letter, making graphs and tables based on the given data, summarizing given passages, expressing the idea of several sentences given into one sentence and using simple grammar. All questions must be answered.

##### 4.3.2 General Knowledge on Local and Global Trends:

This question paper shall consist of subject-related questions so designed that they will test the candidates' general knowledge about historical, geographical, socially, and economically important information about the country and both local and foreign current affairs. All questions must be answered.

#### 4.3.3 *Aptitude*

This paper shall consist of subject-related questions designed to test the candidates' numerical skills, power of critical reasoning, problem resolution, general intelligence, etc.

4.4 When candidates are arranged in the order of priority based on the highest marks secured at the written examination, only the candidates who have secured 40% or more for each subject shall be considered.

| a. | <i>Heads under which marks are allocated</i>         | <i>Maximum amount of marks</i> |
|----|------------------------------------------------------|--------------------------------|
|    | Leadership                                           | 15                             |
|    | Sports skills                                        | 05                             |
|    | Other official language or link language proficiency | 10                             |
|    | Computer knowledge                                   | 10                             |
|    | Competence demonstrated at the interview             | 10                             |
|    | Total                                                | 50                             |

#### 05. Method of recruitment:

- (i) Out of the candidates who have secured the highest marks at the written examination at the divisional secretary's level, the number of candidates two times the number of vacancies available at the divisional secretary's level shall be called for an eligibility evaluation interview. The candidates who qualify with the highest aggregate marks at the written examination and the eligibility evaluation interview will be selected for a training program to fill the number of vacancies existing in the said divisional secretariat.

Under the said procedure, the following exceptions shall include:-

- (a) In the event that an adequate number of qualified applicants is not available within a particular Divisional Secretary's Division to fill the existing vacancies therein, the remaining vacancies shall be filled, in order of merit, from among the applicants who have passed the examination within the District in which that Divisional Secretary's Division is located. (For the purpose of recruitment under this provision only, the phrase "within the Divisional Secretary's Division" stated under paragraph 6.1 of the *Gazette* Notification shall be interpreted as "within the District.")

(i), (ii) Marks will be allocated in the following manner for the interview to access eligibility mentioned in Paragraph 5(i) above.

- (b) When awarding marks, consideration will be given only to certificates formally issued by a government institution/ Department, and to letters of certification bearing the official seal issued by officers at the managerial level of government Departments or institutions who are responsible for verifying the relevant facts. For example, matters such as serving as a Dhamma School Teacher, holding office in a rural development society, or holding office in a sports society must be certified by the Divisional Secretary.

- (c) Since Grama Niladharies are not entitled to political rights, no marks will be allocated for holding official positions in political organizations. For example, the posts such as members of Pradeshiya Sabha/ Urban Councils, Cooperative Societies, etc., obtained through the representation of political parties can be quoted.

- (ii) The three months training course is conducted under the supervision of the District Secretary, and those who are recommended by the District Secretary to have successfully completed the said training course shall be appointed to Grade III of the Sri Lanka Grama Niladhari Service by me. An allowance of only Rs. 17,800.00 will be paid for the training period, and there is no leave entitlement during the said period. A minimum of at least 80% attendance out of the number of course days shall be maintained. A minimum of 50% of the total marks must be obtained in the written examination conducted under the training programme in order to pass the test. If the said quarterly training course

is not successfully completed, or if a satisfactory security clearance report is not received from the National Intelligence Bureau in accordance with the provisions of Public Administration Circular No. 31/91(1) dated 1991.09.24, the service of this trainee officer shall be terminated. This quarterly training period shall not be counted as part of the period of service, and it shall be considered only for the purpose of pension calculation in accordance with the provisions of the Minutes on Pension.

- (iv) When appointments are made based on the priority list prepared according to merit, in instances where there is a higher number of applicants with equal marks for the final vacancy or for the final few vacancies, the decision regarding the filling of such vacancy or vacancies will be made by me in consultation with the Public Service Commission.

06. The qualifications required by the candidates: The candidates shall have completed, at least, the following qualifications on or before the closing date of applications:-

- 6.1 The candidate shall be a permanent resident for a period of three (03) consecutive years within the divisional secretary's division in which the candidate seeks to be appointed to the post during the six (06) years immediately preceding the closing date of application. It should be confirmed by one of the following certificates:-

1. Electoral Register
2. The certificate of residence issued by the Grama Niladhari

- 6.2 Age Limit - The candidate shall be not less than 21 years and not more than 35 years of age as of the closing date of application. (Accordingly, only the candidates whose birthday falling on or before 24.11.2004 and on or after 24.11.1990 shall be eligible to apply)

- 6.3 Educational qualifications - The candidates shall have fulfilled the educational qualifications in the following manner:-

- (a) Shall have passed six (06) subjects with credit passes for at least four (04) subjects including one of the first languages of Sinhala or Tamil and Mathematics at

the General Certificate of Education (Ordinary Level) Examination **at one sitting;**

*and*

- (b) Shall have passed all the subjects in General Certificate of Education (Advanced Level) Examination at one sitting (except General Paper and General English). Passing three (03) subjects in one sitting under the old syllabus shall suffice.

#### 6.4 *The candidates -*

1. Shall be a citizen of Sri Lanka;
2. Shall not have been convicted of a criminal offense in the court and shall be of excellent moral character;
3. Shall not be a person dismissed from public service, from the service of a state corporation or a statutory body, or a person who has vacated the post or been sent on retirement upon inefficiency;
4. Shall not be a person who has been declared bankrupt;
5. Shall not be a person ordained in any religion or religious sect;
6. If any applicants with special needs are to appear for this examination, such information must be clearly indicated in the application, and copies of the relevant medical certificates should be submitted to the Department of Examinations, Sri Lanka, together with the printed copy of the application.

#### 07. **Monthly salary scheme applicable to the post:**

Salary scale – Rs.50,630 - 10x540 - 11 x 630 - 10 x 1010 - 10 x 1190 – Rs.84,960. (Payments shall be made subject to the provisions mentioned in Schedule (ii) of the Public Administration Circular No.10/2025 dated 25.03.2025.)

#### 08. **Terms and conditions of service:**

- 8.1 Recruitments shall be made to Grade III of the Sri Lanka Grama Niladhari Service.
- 8.2 This post is permanent and pensionable. The pension scheme entitled for the Officers shall be subject to a policy decision taken by the government in the future. Candidates shall

contribute to the Widows'/Widowers' & Orphans' Pension Scheme. The three (03) months training period will not be counted for Grama Niladhari service period.

8.3 It is mandatory to serve within the Divisional Secretary's Division to which the initial appointment is made for a period of three years from the date of first appointment.

8.4 The candidates are entitled to one off-day per week, and except that day, they shall be bound to perform their duties during 24 hours of the remaining days of the week, within the Grama Niladhari division they are appointed to.

8.5 A person appointed to this post shall be subject to the provisions and regulations stipulated in the approved Recruitment Scheme, Public Service Commission Procedural Rules, Establishment Code, and the Financial Regulations and the provisions and regulations already imposed and to be imposed in the future by the government.

## 09. Method of application:

9.1 The application has been published on the Department of Examinations, Sri Lanka website — [www.doenets.lk](http://www.doenets.lk) — under "Our Services" → "Online Applications – Recruitment Exams/E.B. Exams," and applications can only be submitted online. The online application system will open at **9.00 a.m. on October 24, 2025**, and will close at **9.00 a.m. on November 24, 2025**.

9.2 Officers currently serving in the Public / Provincial Public Service should hand over a copy of their application to their Heads of Institutions to be included in their personal files, and upon being called for the interview, they must submit a copy of the application certified by the Head of Institution together with a letter confirming their service.

9.3 The applicant shall have to bear any disadvantage caused by delay in forwarding the application until the last date.

9.4 The online examination application shall only be completed in the English language. The

fact that the soft copy submitted online by the applicant has been accepted/not accepted by the Department as a valid application will be notified *via* a text message (SMS) to the mobile number used to access the system, or *via* email. Before completing the online application, download the instructions prepared to apply for the examination. Strictly adhere to the said instructions in completing the application. No amendment made to the application after obtaining its printed copy shall be considered valid. Incomplete applications will be rejected without any prior notice. Applications received after the closing date of application will not be accepted.

9.5 The examination fee is Rs. 1,000/-. In paying the examination fees, the payments should be made only under the following payment methods provided through the online system.

- I. Through any bank credit card
- II. Through any bank debit card with the facility of internet transactions
- III. Online banking method of Bank of Ceylon
- IV. Through any branch of the Bank of Ceylon

(a) The instructions on how to make payments *via* the above methods have been published on the website under the technical guidelines applicable to the examination.

(b) Receipt of payments will be notified either through an SMS or email message. The full amount of the examination fee must be paid, and applications with underpaid or overpaid fees will be rejected. The Department of Examinations, Sri Lanka, will not be held responsible for the errors that may occur in making payments through the above-mentioned paying methods.

(c) The amount paid for the examination will not be refunded or transferred to any other examination for any reason.

## 10. Sitting the examination and issuing of results

10.1. The candidates shall be required to prove their identity in the examination hall to the satisfaction of the supervisor for each subject they appear for. For that purpose, any of the following documents will be accepted.

- I. National Identity Card
- II. A valid Passport
- III. A valid Driving License of Sri Lanka

Furthermore, examination candidates must enter the examination hall without covering their ears and in a manner that allows their faces to be visible, so that their identity can be verified and it can be confirmed that they are not wearing any electronic communication devices. Applicants who refuse to establish their identity in this manner will not be allowed to enter the examination hall. In addition, from the moment they enter the examination hall until they leave after completing the examination, candidates must remain without covering their faces or ears.

10.2. A candidate shall appear for the examination at the stipulated examination hall under the assigned index number. Each candidate appearing for the examination must hand over their admission card, with the signature duly certified, to the supervisor on the day of the examination. A candidate who does not submit the admission card shall not be permitted to sit the examination.

10.3 The signature of the applicant in the admission card for the examination should have been certified. An applicant who applies for this examination from any public institution shall get his/her signature attested by the Head of the Department or any other officer delegated by the said Department Head, while other applicants shall get it attested by the Grama Niladhari of the division, the Head of a government school, a Justice of the Peace, a Commissioner for Oaths, a Lawyer, a Notary Public, a Chief Incumbent or Head Monk of a Buddhist temple, or a person holding a responsible position in another recognized religious institution or organization.

## 10.4 Issuing of results

According to Paragraph 4.4 of the *gazette* notification, the lists of qualified candidates from the written examination will be provided to the Secretary, Ministry Public Administration, Provincial Councils, and Local Government separately based on the number of vacancies available in each divisional secretariat, for the eligibility evaluation interview. Following the allocation of marks at the interview, the result sheets of the qualified candidates from the interview, prepared at the divisional secretariat level, based on the order of merit of the aggregate marks secured at both the written test and the interview, will be forwarded to Ministry Public Administration, Provincial Councils, and Local Government.

Thereafter, in accordance with item 05.(i)(a) and paragraph 4.4 of the *Gazette* Notification, the lists of candidates who qualify from the written examination will be submitted separately to the Ministry of Public Administration, Provincial Councils and Local Government, based on the number of vacancies available at the district level, for the purpose of the eligibility evaluation interview. Following the receipt of marks at the interview, the result sheets of the qualified candidates from the interview, prepared at the district level, based on the order of merit of the aggregate marks secured at both the written test and the interview, will be forwarded to the Secretary, Ministry of Public Administration, Provincial Councils, and Local Government.

As ordered by the Secretary, Ministry of Public Administration, Provincial Councils, and Local Government, results of the examination will be either sent personally to all applicants who sat the examination or will be posted on the website [www.results.exams.gov.lk](http://www.results.exams.gov.lk).

11. All candidates shall be familiar with the examination rules and regulations published in the *gazette* notification and shall be bound to abide by them. The candidates shall be bound by the rules and regulations imposed by the Commissioner-General of Examination for the purpose of conducting the examination. Candidates shall be liable to be subject



to any punishment imposed by the Commissioner-General of Examination if they are found to have violated these rules and regulations.

12. The issuing of an admission card to a candidate does not necessarily mean that he/she has fulfilled the requirements to sit the examination, and the candidate shall be responsible for any disadvantage caused due to the submission of incorrect or incomplete applications. Any request made on such matters shall not be considered.
13. **This recruitment is carried out to fill the number of vacancies calculated at the level of respective divisional secretariat divisions, in accordance with Cabinet approval granted under reference No. අමප/25/0855/802/004 – IV dated 26.05.2025 and it is emphasized to the attention of the applicants that, by the date of recruitment, due to annual transfers and other transfer arrangements, the vacancies in some of the divisional secretariat divisions mentioned in Schedule 1 may have already been filled. It is hereby emphasized that candidates applying from such Divisional Secretariat Divisions shall not be entitled to be considered for vacancies existing in other Divisional Secretariat Divisions at the time of recruitment conducted at the divisional level.**
14. Based on the presumption that only applicants possessing the qualifications specified in the *Gazette* Notification have applied, the Commissioner General of Examinations will issue admission cards for the examination, exclusively through online means, to those applicants who have correctly submitted their applications and paid the prescribed examination fee on or before the closing date for applications. Soon after the examination admission cards are issued, the Department of Examinations will inform the same through a web notice/an SMS to the candidates. If

a candidate has not received his or her admission card, inquiries in this regard should be made from the Institutional Examinations Organization Branch of the Department of Examinations, Sri Lanka, as specified in the notice. When making such an inquiry, it will be more effective for the candidate to send a request letter to the email address mentioned in the notice, clearly stating the name of the examination applied for, the candidate's full name, National Identity Card number, and address. When making such an inquiry, it will be useful to keep the printed copy of the duly completed application ready at hand, in order to verify any information requested by the Department of Examinations. If any corrections are required after examining the admission card, the applicant should contact the Department of Examinations without delay and make the necessary amendments in accordance with the application. Requests for corrections made at the examination hall or during the interview will not be considered.

15. In the event of any inconsistency between the Sinhala, Tamil, and English texts of this notification of examination, the Sinhala text shall prevail.
16. The Secretary to the Ministry of Public Administration, Provincial Councils, and Local Government shall have the right to decide on any matter not provided for in this notification.

S. ALOKABANDARA,  
Secretary.  
Ministry of Public Administration,  
Provincial Councils, and Local  
Government.

“Nila Medura”, Elvitigala Mawatha,  
Colombo 05,  
On 16th October, 2025.

## Schedule I

| <i>Divisional<br/>Secretariat</i> | <i>Divisional<br/>Secretariat<br/>Number</i> | <i>Relevant<br/>District &amp;<br/>Number</i> | <i>Relevant<br/>Province &amp;<br/>Number</i> |
|-----------------------------------|----------------------------------------------|-----------------------------------------------|-----------------------------------------------|
| Colombo                           | 1103                                         | <div>01</div><br>Colombo                      | 01<br>Western<br>Province                     |
| Kolonnawa                         | 1106                                         |                                               |                                               |
| Kaduwela                          | 1109                                         |                                               |                                               |
| Homagama                          | 1112                                         |                                               |                                               |
| Seethawaka<br>(Hanwella)          | 1115                                         |                                               |                                               |
| Padukka                           | 1118                                         |                                               |                                               |
| Maharagama                        | 1121                                         |                                               |                                               |
| Sri Jayawardanapura<br>Kotte      | 1124                                         |                                               |                                               |
| Thimbirigasyaya                   | 1127                                         |                                               |                                               |
| Dehiwala                          | 1130                                         |                                               |                                               |
| Rathmalana                        | 1131                                         |                                               |                                               |
| Moratuwa                          | 1133                                         |                                               |                                               |
| Kesbewa                           | 1136                                         |                                               |                                               |
|                                   |                                              |                                               |                                               |
| Negombo                           | 1203                                         | <div>02</div><br>Gampaha                      |                                               |
| Katana                            | 1206                                         |                                               |                                               |
| Divulapitiya                      | 1209                                         |                                               |                                               |
| Meerigama                         | 1212                                         |                                               |                                               |
| Minuwangoda                       | 1215                                         |                                               |                                               |
| Wattala                           | 1218                                         |                                               |                                               |
| Ja –Ela                           | 1221                                         |                                               |                                               |
| Gampaha                           | 1224                                         |                                               |                                               |
| Attanagalla                       | 1227                                         |                                               |                                               |
| Dompe                             | 1230                                         |                                               |                                               |
| Mahara                            | 1233                                         |                                               |                                               |
| Kelaniya                          | 1236                                         |                                               |                                               |
| Biyagama                          | 1239                                         |                                               |                                               |
|                                   |                                              |                                               |                                               |
| Panadura                          | 1303                                         | <div>03</div><br>Kalutara                     |                                               |
| Bandaragama                       | 1306                                         |                                               |                                               |
| Horana                            | 1309                                         |                                               |                                               |
| Ingiriya                          | 1310                                         |                                               |                                               |
| Bulathsinghela                    | 1312                                         |                                               |                                               |
| Madurawala                        | 1315                                         |                                               |                                               |
| Millaniya                         | 1318                                         |                                               |                                               |
| Kalutara                          | 1321                                         |                                               |                                               |
| Beruwala                          | 1324                                         |                                               |                                               |
| Dodangoda                         | 1327                                         |                                               |                                               |
| Mathugama                         | 1330                                         |                                               |                                               |
| Agalawatta                        | 1333                                         |                                               |                                               |
| Palindanuwara                     | 1336                                         |                                               |                                               |
| Walallawita                       | 1339                                         |                                               |                                               |
|                                   |                                              |                                               |                                               |

## Schedule I

| <i>Divisional Secretariat</i> | <i>Divisional Secretariat Number</i> | <i>Relevant District &amp; Number</i> | <i>Relevant Province &amp; Number</i> |
|-------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Thumpane                      | 2103                                 | <div>04</div> Kandy                   | 02<br>Central Province                |
| Poojapitiya                   | 2106                                 |                                       |                                       |
| Akurana                       | 2109                                 |                                       |                                       |
| Panwila                       | 2115                                 |                                       |                                       |
| Ududumbara                    | 2118                                 |                                       |                                       |
| Minipe                        | 2121                                 |                                       |                                       |
| Medadumbara                   | 2124                                 |                                       |                                       |
| Kundasale                     | 2127                                 |                                       |                                       |
| Gangawata Korale              | 2130                                 |                                       |                                       |
| Harispattuwa                  | 2133                                 |                                       |                                       |
| Hataraliyadda                 | 2134                                 |                                       |                                       |
| Yatinuwara                    | 2136                                 |                                       |                                       |
| Udunuwara                     | 2139                                 |                                       |                                       |
| Doluwa                        | 2142                                 |                                       |                                       |
| Pathahewaheta                 | 2145                                 |                                       |                                       |
| Delthota                      | 2148                                 |                                       |                                       |
| Udapalatha                    | 2151                                 |                                       |                                       |
| Gangaihala Korale             | 2154                                 |                                       |                                       |
| Pasbage Korale                | 2157                                 |                                       |                                       |
|                               |                                      |                                       |                                       |
| Galewela                      | 2203                                 | <div>05</div> Matale                  |                                       |
| Dambulla                      | 2206                                 |                                       |                                       |
| Naula                         | 2209                                 |                                       |                                       |
| Pallepola                     | 2212                                 |                                       |                                       |
| Yatawatta                     | 2215                                 |                                       |                                       |
| Matale                        | 2218                                 |                                       |                                       |
| Ambangaga Korale              | 2221                                 |                                       |                                       |
| Laggala Pallegama             | 2224                                 |                                       |                                       |
| Wilgamuwa                     | 2227                                 |                                       |                                       |
| Raththota                     | 2230                                 |                                       |                                       |
| Ukuwela                       | 2233                                 |                                       |                                       |
|                               |                                      |                                       |                                       |
| Kothmale                      | 2303                                 | <div>06</div> Nuwara Eliya            |                                       |
| Kothmale West                 | 2304                                 |                                       |                                       |
| Haguranketha                  | 2306                                 |                                       |                                       |
| Mathurata                     | 2307                                 |                                       |                                       |
| Walapane                      | 2309                                 |                                       |                                       |
| Nildandahinna                 | 2310                                 |                                       |                                       |
| Thalawakele                   | 2313                                 |                                       |                                       |
| Norwood                       | 2316                                 |                                       |                                       |
|                               |                                      |                                       |                                       |

**Schedule I**

| <i>Divisional Secretariat</i> | <i>Divisional Secretariat Number</i> | <i>Relevant District &amp; Number</i> | <i>Relevant Province &amp; Number</i> |
|-------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Benthota                      | 3103                                 | <div>07</div> Galle                   | 03<br>Southern Province               |
| Balapitiya                    | 3106                                 |                                       |                                       |
| Karandeniya                   | 3109                                 |                                       |                                       |
| Elpitiya                      | 3112                                 |                                       |                                       |
| Niyagama                      | 3115                                 |                                       |                                       |
| Neluwa                        | 3121                                 |                                       |                                       |
| Nagoda                        | 3124                                 |                                       |                                       |
| Baddegama                     | 3127                                 |                                       |                                       |
| Waduramba                     | 3128                                 |                                       |                                       |
| Welivitiya Divithura          | 3130                                 |                                       |                                       |
| Ambalangoda                   | 3133                                 |                                       |                                       |
| Madampagama                   | 3138                                 |                                       |                                       |
| Gravets                       | 3139                                 |                                       |                                       |
| Bope Poddala                  | 3142                                 |                                       |                                       |
| Akmeemana                     | 3145                                 |                                       |                                       |
| Yakkalamulla                  | 3148                                 |                                       |                                       |
| Imaduwa                       | 3151                                 |                                       |                                       |
| Gonapeenuwala                 | 3154                                 |                                       |                                       |
| Habaraduwa                    | 3157                                 |                                       |                                       |
|                               |                                      | <div>08</div> Matara                  |                                       |
| Pitabeddara                   | 3203                                 |                                       |                                       |
| Kotapola                      | 3206                                 |                                       |                                       |
| Pasgoda                       | 3209                                 |                                       |                                       |
| Mulatiyana                    | 3212                                 |                                       |                                       |
| Athuruliya                    | 3215                                 |                                       |                                       |
| Akuressa                      | 3218                                 |                                       |                                       |
| Welipitiya                    | 3221                                 |                                       |                                       |
| Malimbada                     | 3224                                 |                                       |                                       |
| Kamburupitiya                 | 3227                                 |                                       |                                       |
| Hakmana                       | 3230                                 |                                       |                                       |
| Kirinda Puhulwella            | 3233                                 |                                       |                                       |
| Weligama                      | 3239                                 |                                       |                                       |
| Matara                        | 3242                                 |                                       |                                       |
| Devinuwara                    | 3245                                 |                                       |                                       |
|                               |                                      | <div>09</div> Hamban-thota            |                                       |
| Sooriyawewa                   | 3303                                 |                                       |                                       |
| Lunugamwehera                 | 3306                                 |                                       |                                       |
| Thissamaharama                | 3309                                 |                                       |                                       |
| Hambanthota                   | 3312                                 |                                       |                                       |
| Ambalanthota                  | 3315                                 |                                       |                                       |
| Angunakolapelessa             | 3318                                 |                                       |                                       |
| Weeraketiya                   | 3321                                 |                                       |                                       |
| Katuwana                      | 3324                                 |                                       |                                       |
| Okewela                       | 3327                                 |                                       |                                       |
| Beliatta                      | 3330                                 |                                       |                                       |
| Tangalle                      | 3333                                 |                                       |                                       |
| Walasmulla                    | 3336                                 |                                       |                                       |
|                               |                                      |                                       |                                       |

**Schedule I**

| <i>Divisional Secretariat</i>        | <i>Divisional Secretariat Number</i> | <i>Relevant District &amp; Number</i> | <i>Relevant Province &amp; Number</i> |
|--------------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Kayts (Island North)                 | 4103                                 | <div>10</div> Jaffna                  | 04<br>Northern Province               |
| Chankanei (Walikamum West)           | 4106                                 |                                       |                                       |
| Sandilipay (Walikamum South West)    | 4109                                 |                                       |                                       |
| Thelippalei (Walikamum North)        | 4112                                 |                                       |                                       |
| Uduvil ((Walikamum South)            | 4115                                 |                                       |                                       |
| Kopai (Walikamum East)               | 4118                                 |                                       |                                       |
| Karaweddi (Wadamarachchi South West) | 4121                                 |                                       |                                       |
| Maruthankerny (Wadamarachchi East)   | 4124                                 |                                       |                                       |
| Point Pedro (Wadamarachchi North)    | 4127                                 |                                       |                                       |
| Chawakachcheri (Thenmarachchi)       | 4130                                 |                                       |                                       |
| Nallur                               | 4133                                 |                                       |                                       |
| Jaffna                               | 4136                                 |                                       |                                       |
| Velanai (Island South)               | 4139                                 |                                       |                                       |
| Kareinagar                           | 4145                                 |                                       |                                       |
|                                      |                                      |                                       |                                       |
| Mannar                               | 4203                                 | <div>11</div> Mannar                  |                                       |
| Manthai West                         | 4206                                 |                                       |                                       |
| Madu                                 | 4209                                 |                                       |                                       |
| Nanaddan                             | 4212                                 |                                       |                                       |
| Musali                               | 4215                                 |                                       |                                       |
|                                      |                                      |                                       |                                       |
| Vavuniya North                       | 4303                                 | <div>12</div> Vavuniya                |                                       |
| Vavuniya South                       | 4306                                 |                                       |                                       |
| Vavuniya                             | 4309                                 |                                       |                                       |
| Vengalacheddiku-lam                  | 4312                                 |                                       |                                       |
|                                      |                                      |                                       |                                       |
| Thunukkai                            | 4403                                 | <div>13</div> Mullativu               |                                       |
| Manthai East                         | 4406                                 |                                       |                                       |
| Pudukuduirippu                       | 4409                                 |                                       |                                       |
| Oddusudan                            | 4412                                 |                                       |                                       |
| Maritimepattu                        | 4415                                 |                                       |                                       |
| Welioya                              | 4418                                 |                                       |                                       |
|                                      |                                      |                                       |                                       |
| Karachchi                            | 4509                                 | <div>14</div> Kilinochchi             |                                       |
| Punakari                             | 4512                                 |                                       |                                       |



## Schedule I

| <i>Divisional<br/>Secretariat</i> | <i>Divisional<br/>Secretariat<br/>Number</i> | <i>Relevant<br/>District &amp;<br/>Number</i> | <i>Relevant<br/>Province &amp;<br/>Number</i> |
|-----------------------------------|----------------------------------------------|-----------------------------------------------|-----------------------------------------------|
| Koralepattu North                 | 5103                                         | <div>15</div> Batticaloa                      | 05<br>Eastern<br>Province                     |
| Eravurpattu                       | 5112                                         |                                               |                                               |
| Manmunei North                    | 5118                                         |                                               |                                               |
| Manmunei West                     | 5121                                         |                                               |                                               |
| Kaththankudi                      | 5124                                         |                                               |                                               |
| Manmuneipattu                     | 5127                                         |                                               |                                               |
| Manmunei South<br>West            | 5130                                         |                                               |                                               |
| Porativupattu                     | 5133                                         |                                               |                                               |
| Manmunei South                    | 5136                                         |                                               |                                               |
| Koralepattu South                 | 5139                                         |                                               |                                               |
|                                   |                                              |                                               |                                               |
| Dehiaththakandiya                 | 5203                                         | <div>16</div> Ampara                          |                                               |
| Uhana                             | 5212                                         |                                               |                                               |
| Nawindaweli                       | 5216                                         |                                               |                                               |
| Samanthurei                       | 5218                                         |                                               |                                               |
| Kalmuna – Tamil                   | 5224                                         |                                               |                                               |
| Saindamarudu                      | 5225                                         |                                               |                                               |
| Akkaraipattu                      | 5236                                         |                                               |                                               |
| Alayadivembu                      | 5239                                         |                                               |                                               |
| Damana                            | 5242                                         |                                               |                                               |
| Thirukkkovil                      | 5245                                         |                                               |                                               |
| Pothuvil                          | 5248                                         |                                               |                                               |
|                                   |                                              |                                               |                                               |
| Kuchchaveli                       | 5306                                         | <div>17</div> Trin-<br>comalee                |                                               |
| Gomarankadawala                   | 5309                                         |                                               |                                               |
| Morawewa                          | 5312                                         |                                               |                                               |
| Town and Gravets                  | 5315                                         |                                               |                                               |
| Thambalagamuwa                    | 5318                                         |                                               |                                               |
| Kanthale                          | 5321                                         |                                               |                                               |
| Kinniya                           | 5324                                         |                                               |                                               |
| Muthur                            | 5327                                         |                                               |                                               |
| Seruvila                          | 5330                                         |                                               |                                               |
|                                   |                                              |                                               |                                               |
|                                   |                                              |                                               |                                               |
| Giribawa                          | 6103                                         | <div>18</div> Kurunegala                      | 06<br>North<br>Western<br>Province            |
| Galgamuwa                         | 6106                                         |                                               |                                               |
| Ehetuwewa                         | 6109                                         |                                               |                                               |
| Ambanpola                         | 6112                                         |                                               |                                               |
| Rasnayakapura                     | 6118                                         |                                               |                                               |
| Nikaweratiya                      | 6121                                         |                                               |                                               |
| Mahawa                            | 6124                                         |                                               |                                               |
| Polpithigama                      | 6127                                         |                                               |                                               |
| Ibbagamuwa                        | 6130                                         |                                               |                                               |
| Ganewatta                         | 6133                                         |                                               |                                               |

## Schedule I

| <i>Divisional Secretariat</i> | <i>Divisional Secretariat Number</i> | <i>Relevant District &amp; Number</i> | <i>Relevant Province &amp; Number</i> |
|-------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Wariyapola                    | 6136                                 | <div>18</div> Kurunegala              | 06<br>North Western Province          |
| Kobeigane                     | 6139                                 |                                       |                                       |
| Bingiriya                     | 6142                                 |                                       |                                       |
| Bamunakotuwa                  | 6149                                 |                                       |                                       |
| Maspotha                      | 6151                                 |                                       |                                       |
| Kurunegala                    | 6154                                 |                                       |                                       |
| Mallavapitiya                 | 6157                                 |                                       |                                       |
| Mawathagama                   | 6160                                 |                                       |                                       |
| Rideegama                     | 6163                                 |                                       |                                       |
| Weerambugedara                | 6166                                 |                                       |                                       |
| Kuliyapitiya East             | 6169                                 |                                       |                                       |
| Kuliyapitiya West             | 6172                                 |                                       |                                       |
| Udubaddawa                    | 6175                                 |                                       |                                       |
| Pannala                       | 6178                                 |                                       |                                       |
| Narammala                     | 6181                                 |                                       |                                       |
| Alawwa                        | 6184                                 |                                       |                                       |
| Polgahawela                   | 6187                                 |                                       |                                       |
| Paduwasnuwara East            | 6190                                 |                                       |                                       |
| Paduwasnuwara West            | 6193                                 |                                       |                                       |
|                               |                                      |                                       |                                       |
| Kalpitiya                     | 6203                                 | <div>19</div> Puttlam                 |                                       |
| Wanathavilluwa                | 6206                                 |                                       |                                       |
| Karuwalagaswewa               | 6209                                 |                                       |                                       |
| Nawagaththegama               | 6212                                 |                                       |                                       |
| Puttlam                       | 6215                                 |                                       |                                       |
| Mundalama                     | 6218                                 |                                       |                                       |
| Mahakumbukkad-awala           | 6221                                 |                                       |                                       |
| Anamaduwa                     | 6224                                 |                                       |                                       |
| Pallama                       | 6227                                 |                                       |                                       |
| Arachchikattuwa               | 6230                                 |                                       |                                       |
| Chilaw                        | 6233                                 |                                       |                                       |
| Madampe                       | 6236                                 |                                       |                                       |
| Mahawewa                      | 6239                                 |                                       |                                       |
| Naththandiya                  | 6242                                 |                                       |                                       |
| Wennappuwa                    | 6245                                 |                                       |                                       |
| Dankotuwa                     | 6248                                 |                                       |                                       |
|                               |                                      |                                       |                                       |
| Kebithigollewa                | 7106                                 | <div>20</div> Anuradha-pura           |                                       |
| Medawachchiya                 | 7109                                 |                                       |                                       |
| Mahawilachchiya               | 7112                                 |                                       |                                       |

**Schedule I**

| <i>Divisional Secretariat</i> | <i>Divisional Secretariat Number</i> | <i>Relevant District &amp; Number</i> | <i>Relevant Province &amp; Number</i> |
|-------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Nuwaragampalatha Central      | 7115                                 | 20                                    | 06 North Western Province             |
| Rambewa                       | 7118                                 |                                       |                                       |
| Kahatagasdigiliya             | 7121                                 |                                       |                                       |
| Horoupathana                  | 7124                                 |                                       |                                       |
| Galenbindunuwewa              | 7127                                 |                                       |                                       |
| Mihinthale                    | 7130                                 |                                       |                                       |
| Nuwaragampalatha East         | 7133                                 |                                       |                                       |
| Nachchaduwa                   | 7136                                 |                                       |                                       |
| Nochchiyagama                 | 7139                                 |                                       |                                       |
| Rajanganaya                   | 7142                                 |                                       |                                       |
| Thambuttegama                 | 7145                                 |                                       |                                       |
| Thalawa                       | 7148                                 |                                       |                                       |
| Thirappane                    | 7151                                 |                                       |                                       |
| Kekirawa                      | 7154                                 |                                       |                                       |
| Palugaswewa                   | 7157                                 |                                       |                                       |
| Ipalogama                     | 7160                                 |                                       |                                       |
| Galnewa                       | 7163                                 |                                       |                                       |
| Palagala                      | 7166                                 |                                       |                                       |
| Higurakgoda                   | 7203                                 | 21                                    | Polonnaruwa                           |
| Medirigiriya                  | 7206                                 |                                       |                                       |
| Lankapura                     | 7209                                 |                                       |                                       |
| Welikanda                     | 7210                                 |                                       |                                       |
| Dimbulagala                   | 7212                                 |                                       |                                       |
| Thamankaduwa                  | 7215                                 |                                       |                                       |
| Elahera                       | 7218                                 |                                       |                                       |
| Mahiyanganaya                 | 8103                                 | 22                                    | 08 Uva Province                       |
| Rideemaliyadda                | 8106                                 |                                       |                                       |
| Meegahakiula                  | 8109                                 |                                       |                                       |
| Soranathota                   | 8115                                 |                                       |                                       |
| Passara                       | 8118                                 |                                       |                                       |
| Lunugala                      | 8119                                 |                                       |                                       |
| Badulla                       | 8121                                 |                                       |                                       |
| Hali Ela                      | 8124                                 |                                       |                                       |
| Uwa Paranagama                | 8127                                 |                                       |                                       |
| Welimada                      | 8130                                 |                                       |                                       |
| Bandarawela                   | 8133                                 |                                       |                                       |
| Ella                          | 8136                                 |                                       |                                       |
| Haputhale                     | 8139                                 |                                       |                                       |
| Haldummulla                   | 8142                                 |                                       |                                       |

**Schedule I**

| <i>Divisional Secretariat</i> | <i>Divisional Secretariat Number</i> | <i>Relevant District &amp; Number</i> | <i>Relevant Province &amp; Number</i> |
|-------------------------------|--------------------------------------|---------------------------------------|---------------------------------------|
| Bibila                        | 8203                                 | 23                                    | 08 Uva Province                       |
| Madulla                       | 8206                                 |                                       |                                       |
| Medagama                      | 8209                                 |                                       |                                       |
| Siyambalanduwa                | 8212                                 |                                       |                                       |
| Monaragala                    | 8215                                 |                                       |                                       |
| Badalkumbura                  | 8218                                 |                                       |                                       |
| Wellawaya                     | 8224                                 |                                       |                                       |
| Kataragama                    | 8227                                 |                                       |                                       |
| Eheliyagoda                   | 9103                                 | 24                                    | 09 Sabaragamuwa Province              |
| Kuruwita                      | 9106                                 |                                       |                                       |
| Rathnapura                    | 9112                                 |                                       |                                       |
| Imbulpe                       | 9115                                 |                                       |                                       |
| Opanayake                     | 9121                                 |                                       |                                       |
| Pelmadulla                    | 9124                                 |                                       |                                       |
| Niwithigala                   | 9136                                 |                                       |                                       |
| Kahawatta                     | 9139                                 |                                       |                                       |
| Godakawela                    | 9142                                 |                                       |                                       |
| Embilipitiya                  | 9148                                 |                                       |                                       |
| Kolonna                       | 9151                                 | 25                                    | Kegalle                               |
| Kalthota                      | 9154                                 |                                       |                                       |
| Rambukkana                    | 9203                                 |                                       |                                       |
| Mawanella                     | 9206                                 |                                       |                                       |
| Aranayake                     | 9209                                 |                                       |                                       |
| Kegalle                       | 9212                                 |                                       |                                       |
| Galigamuwa                    | 9215                                 |                                       |                                       |
| Warakapola                    | 9218                                 |                                       |                                       |
| Bulathkohupitiya              | 9224                                 | 25                                    | Kegalle                               |
| Yatinyanthota                 | 9227                                 |                                       |                                       |
| Deraniyagala                  | 9233                                 |                                       |                                       |

## Schedule II

### Detailed Marking Scheme for the Interview to Access Eligibility for Recruitment to Grade III of the Sri Lanka Grama Niladhari Service

Only qualifications and related certificates acquired before the closing date of application will be considered for the interview. The relevant certificates should have been duly certified by the designated officers at the relevant times.

#### 01. Leadership - (School & Community Leadership) Maximum of 15 marks

##### 1.1 School Level

| <i>Field in which marks could be allocated</i>                            | <i>Maximum amount of marks</i> |
|---------------------------------------------------------------------------|--------------------------------|
| School Prefect                                                            | 05                             |
| Sports Captain/Leader                                                     | 05                             |
| Holding leadership positions in teams such as the Scouts/Cadets/Red Cross | 05                             |

- 1.1.1 Marks for school activities or leadership will be awarded only once for a single position. Holding different positions in the same Society or organization on multiple occasions will not be taken into consideration.
- 1.1.2 School activities or leadership should have been certified by the Principal.
- 1.1.3 The number of marks allocated for one position is 05.

##### 1.2 Community Level

| <i>Field in which marks could be allocated</i>                                                                                                                                                                                       | <i>Maximum amount of marks</i> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| For holding a main Office (President, Secretary, or Treasurer) in an organization or society registered with the Divisional Secretariat, District Secretariat, or a Government institution, which is free from political activities. | 05                             |
| Having served as a teacher for a minimum period of one year in a Dhamma school.                                                                                                                                                      | 05                             |

- 1.2.1 Whether a person has held several positions in the same society at different times or multiple positions at the same time, marks will be awarded for only one position.
- 1.2.2 The number of marks allocated for one position is 05.
- 1.2.3 The holding of such positions must be duly certified with the Official seal by an authorized officer of the relevant registering authority or by the Divisional Secretary.
- 1.2.4 Having served as a Teacher in a Dhamma School for a period of one year (Should have been certified with the Official seal by the Divisional Secretary or a relevant officer of the Divisional Secretariat).
- 1.2.5 It should be verified that the relevant organization or society is registered under a recognized authority, either by producing the certificate of registration or by indicating on the letterhead the name of the registering authority and the registration number.

#### 02. Sports Skills- Maximum marks 05 (Awarding of marks in sports competitions at School, Divisional/Congregation/ Zonal, District levels, is limited to sporting events in recognized sports club/youth club sports competitions. Marks shall not be allocated for sports events *etc.*, held on occasions such as New Year Festivals.)

- The achievements obtained should be substantiated by the certificates issued at the respective occasions, and confirmations made through letters will not be considered.
- Marks will be allocated separately for different events.
- Marks are awarded for each event only once for maximum performance.
- Only the first, second, and third places will be considered as achievements.

##### 2.1 Schools

| <i>Achievements</i>                                         | <i>Amount of marks</i> |
|-------------------------------------------------------------|------------------------|
| Achievements at the school level (Inter-house competitions) | 01                     |
| Achievement at the divisional level                         | 02                     |
| Zonal level achievements                                    | 03                     |
| Achievements at the provincial level                        | 04                     |
| Achievements at the all-island level                        | 05                     |

## 2.2 Sports Clubs/Youth Clubs

| <i>Achievements</i>                 | <i>Amount of Marks</i> |
|-------------------------------------|------------------------|
| Achievement at the divisional level | 02                     |
| Achievement at the district level   | 03                     |
| Achievement at the Provincial level | 05                     |
| Achievement at the national level   | 05                     |

## 03. Language Proficiency – Maximum marks 10

- 3.1 In addition to the mother (first) language, marks will be awarded for proficiency in the other Official language and the link language (Sinhala/Tamil/English) as specified below.
- 3.2 Only certificates issued by a recognized University, an institution of higher education recognized by the University Grants Commission, or a Government institution/department entrusted with responsibilities for language education will be considered.

| <i>Examination/Course</i>                                                                                                                                                              | <i>Amount of Marks</i> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| A Distinction Pass at the G.C.E. (Ordinary Level)                                                                                                                                      | 02                     |
| A Credit Pass at the G.C.E. (Advanced Level)                                                                                                                                           | 04                     |
| A Distinction Pass at the G.C.E. (Advanced Level)                                                                                                                                      | 06                     |
| A part-time course of more than 06 months                                                                                                                                              | 08                     |
| A full-time course of more than 06 months                                                                                                                                              | 10                     |
| Graduation in link language (English). (Only degrees obtained from a University or institution of higher education recognized by the University Grants Commission will be considered.) | 10                     |

## 04. Computer Knowledge – Maximum Marks 10

| <i>Examination/Course</i>                                                                                                | <i>Amount of Marks</i> |
|--------------------------------------------------------------------------------------------------------------------------|------------------------|
| For a Distinction Pass for the subject of Information and Communication Technology (ICT) at G.C.E. (Ordinary Level)      | 05                     |
| For a General Pass or above for the subject of Information and Communication Technology (ICT) at G.C.E. (Advanced Level) | 06                     |

| <i>Examination/Course</i>                                                                       | <i>Amount of Marks</i> |
|-------------------------------------------------------------------------------------------------|------------------------|
| Certificate issued at the end of a course of more than 06 months /NVQ 03 or above qualification | 10                     |

- **When awarding marks for computer courses**, only the certificates issued for courses completed within the valid registration period of the respective institution, which are conducted and issued by a recognized university, a higher educational institution approved by the University Grants Commission, or an institution accredited by the Tertiary and Vocational Education Commission, will be considered.

## 05. For the skills demonstrated at the interview- Maximum marks 10

- Marks will be allocated by the interview panel (board) for personality and communication skills.

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## THE CHITHTHA ADVANCED PSYCHOLOGICAL STUDIES OPEN INSTITUTE OF SRI LANKA

(Arrangements have been made to incorporate under the Parliament Act, Bill No. 18 of 2025)

DIPLOMA IN HUMAN RESOURCE DEVELOPMENT & GENERAL OFFICE ADMINISTRATION DEPARTMENT OF BUSINESS STUDIES AND HUMAN RESOURCE DEVELOPMENT 2025 (MAIN INTAKE)

APPLICATIONS are invited from those aspiring to study the Diploma in Human Resource Development and General Office Administration conduct by the Business Studies Department & Human Resource Development of the Chiththa Advanced Psychological Studies Open Institute of Sri Lanka. Through this course, public and private officials who wish to acquire the professional educational qualification required to become a recognized professional human resource manager or human resource development Officer or for higher position in the field can apply for the course.