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TO REPUBLIC OF SRI LANKA
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Efficiency Bar Examination for Officers in Grade III of Sri Lanka
Teacher Educators' Service - 2019 (I)

(01) General Management and Establishment

Answer **four** questions only. Each question carries **equal** marks.

One hour and thirty minutes

1. (i) Explain the existing provisions with regard to independence of the Public Service Commission in the light of rules of procedure.
(ii) (a) Briefly describe separately what is meant by 'a service minute' and 'a scheme of recruitment'.
(b) Mention what should be necessarily included in a service minute or a scheme of recruitment.
2. (i) As per rules of procedure in the Public Service Commission, explain in what ways the release period of an officer temporarily released for service outside the public service can end.
(ii) Briefly describe what should receive the attention of Appointing Authorities in each of the following instances in terms of Rules of Procedure in the Public Service Commission.
(a) appointment on casual basis
(b) appointment on substitute basis
(c) appointment on contract basis
3. Briefly explain the following in terms of the provisions of the Establishments Code.
(i) advance notice of transfers
(ii) control of overtime work
(iii) purposes for which a railway warrant can be issued
(iv) channels of correspondance
4. (i) Indicate for what purposes loans/advances can be given to a public officer.
(ii) Explain in terms of the Establishments code the provisions regarding making advance payments for travel expenses.
5. (i) Mention the instances when a public officer **should not be** given incremental credit.
(ii) Briefly explain the methods by which an increment of a public officer can be disallowed.
6. (i) Write in what situations a public officer can obtain duty leave in terms of Chapter XII Section 13 of the Establishments Code.
(ii) Explain the provisions regarding provision of service outside an officers substantial post in terms of the Establishment Code.

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Department of Examinations, Sri Lanka

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Efficiency Bar Examination for Officers in Grade III of the
Sri Lanka Teacher Educators' Service – 2019(I)

(02) Financial Regulations

One hour and thirty minutes

Answer four questions only. Each question carries equal marks.

1. (i) Explain the 'Consolidated Fund' and describe the instances that the monies could be withdrawn from the Consolidated Fund.
(ii) In preparation of the government expenditure estimates, the government expenditures are identified under two categories. Name and briefly explain the **two** categories.
(iii) Name **five** warrants issued under the signature of the Minister of Finance.
2. (i) Describe the procedure orderly, to be followed to get passed the National Budget Estimates in the Parliament.
(ii) Name the types of Advance Accounts and state the Accounting Reports to be prepared at the end of the year, for each type of Advance Account.
3. (i) Explain what are the items fall under the losses/damages in terms of Financial Regulations 102(1).
(ii) Explain the matters to be included in a Record of losses in terms of Financial Regulations 110.
(iii) Explain what are the instances, suitable to apply for an advance from contingencies fund.
4. (i) Explain what are the special certificates that should be obtained by the voucher certifying officer when making payments for the services mentioned below.
(a) Releasing retention money
(b) Payment for stores supply
(c) Salary increments
(d) Reimbursement of expenses incurred by a public officer
(e) Payment for the works done under a contract or an agreement
(ii) The total deductions to be made from the salary or wage of an officer should not be exceeded the limit of 40%. Name **five** statutory deductions that are **not** considered in calculation of that limit.
5. (i) Explain the Virement Procedure and state the instances when that procedure is **not** appropriate.
(ii) What are the matters which should be considered by a department when applying for a refund from revenue?
(iii) Describe the steps to be taken by the Head of a Department at the end of month for the paid vouchers of the month.
6. Write short notes on following.
(i) Vote on Account
(ii) Special Law Services
(iii) Total Cost Estimates
(iv) Imprest Authority
(v) Payment to Correct Party

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Department of Examinations, Sri Lanka

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Efficiency Bar Examination for Officers in Grade III of the Sri Lanka
Teacher Educators' Service - 2019 (I)

(03) Educational Reforms and Educational Law

Answer **four** questions only including question No. 1.

Two hours

1. (i) The curriculum for primary education introduced under 1972 educational reforms consists of seven subjects. Name those **seven** subjects.
- (ii) According to the White Paper on education 1981, the junior secondary course from grade six to grade eight comprises nine subjects. Name the other **four** subjects that should be studied in addition to:
 - (a) First language
 - (b) Religion
 - (c) Mathematics
 - (d) English
 - (e) Science
- (iii) According to the first Report of the National Education Commission in 1992 give the school structure and the number of years in each structure.
- (iv) According to the Education Reforms of 1998 it was compulsory for advanced level students to engage in project work. During the two years of study how many projects had to be completed? What are the kinds of those projects?
- (v) What is the designation of the chairman of the 'council' established under the National Institute of Education Act. No. 28 of 1985?
- (vi) Under the Public Examinations Act No. 25 of 1968 who is the authority who could organize and conduct examinations of government departments.
- (vii) Give the official designation of the chief executive officer and superintendent of colleges of education under the Colleges of Education Act No. 30 of 1986?
- (viii) The first Report of the National Education Commission 1992 emphasises the need for revision of education law in Sri Lanka. According to that report the basis of the education law is an Ordinance passed prior to gaining independence in Sri Lanka. Give the name of that Ordinance.
- (ix) According to National Education Commission Act No. 19 of 1991 name **two** types of persons who are **ineligible** to be appointed as members of the commission.
- (x) Give the designation of the chief executive officer and the leading academic officer of the National Teacher Education Authority constituted under Act No. 32 of 1997.

(04×10=40 marks)

2. (i) According to the new Education Reforms introduced in January 1997 what are the grades coming under secondary education.
- (ii) According to the above reforms what are the new subjects prescribed for the following grades?
- (a) Grade 6
 - (b) Grades 6-9
 - (c) Grades 6-11
 - (d) Grades 7-11
- (iii) According to this programme a proficiency certificate is to be issued. What are the grades based on which that proficiency certificate is issued?
- (iv) Under the same programme activity rooms were introduced. Name **four** broad areas which are proposed for activity rooms.
- (20 marks)
3. (i) According to the National Education Institute Act No. 28 of 1985 who is vested with the administration, management and control of the affairs of the institute?
- (ii) What is the designation of the chief executive officer and chief academic officer?
- (iii) Give **two** powers and **two** functions of the Academic Affairs Board of the institute.
- (iv) Who makes the capital investment to start the work of the institute?
- (20 marks)
4. (i) Planning is an essential component of the management of process of a school. Describe with examples, what are the basic differences in plan, programme and projects.
- (ii) Briefly define 'specific objectives' and 'evaluation' in the school planning process.
- (20 marks)
5. (i) According to the 13th Amendment of the 1978 Constitution of the Democratic Socialist Republic of Sri Lanka there are **three** lists under which laws and statutes can be promulgated. Name those **three** lists.
- (ii) In chapter III of the Constitution which is the basic law there is a clause relating to the administration of corporal punishment for school children. Give the number and the name of the clause.
- (iii) Fundamental Rights are not a collection of unlimited law. Give **two** restrictions on fundamental law.
- (iv) Which chapter of the Constitution ensures the complete eradication of illiteracy and the assurance to all persons of the right to universal and equal access to education at all levels.
- (20 marks)

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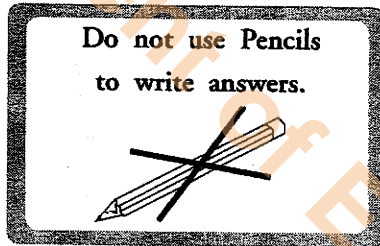
Efficiency Bar Examination for the Officers in Grade III of the
Sri Lanka Teacher Educators' Service – 2019 (I)

(04) English Language

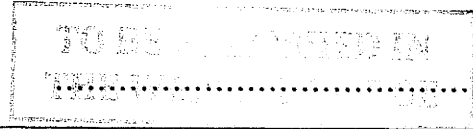
Two hours

Instructions to candidates

Very Important



Write your Index Number here and
on page 3 in the space indicated.



Checked as correct

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Invigilator's Initials

Important :

- * This paper consists of 53 questions on 08 pages.
- * Answer all questions on this paper itself.
- * Commence answering only after the Centre Supervisor's announcement.
- * Instructions given should be strictly followed in answering this paper and marks will not be awarded for answers not in accordance with these instructions.
- * Even if you are not attempting the paper hand it over to the Supervisor.
- * Write the answers clearly and legibly in blue or black ink only and not in pencil.
- * It is an offence to remove this paper from the examination hall or turn out photocopies of the same.
- * Answer scripts with illegible figures, illegible handwriting, those where erasing fluid has been used and written in pencil will not be marked / evaluated.

For Examiner's use only

Test	Marks awarded
1 - 5	
6 - 10	
11 - 15	
16 - 20	
21 - 25	
26 - 30	
31 - 35	
36 - 40	
41 - 50	
51	
52	
53	
Total	

Final Score

In figures	
In words	
Answer Script Marked By	
Checked by	
Chief Examiner	

[See page two.

● In the questions from No. 1 to 5, write correctly the plural form of each noun on the dotted line provided.

1. Syllabus
2. Ox
3. Analysis
4. Criterion
5. Sheep

(01 × 5 = 05 marks)

● In each of the questions from No. 6 to 10, underline the appropriate part of speech to the word in bold type in each sentence.

6. He was very cool and **calm** about the mishap.
(1) preposition (2) adverb (3) adjective
7. The travellers could **hardly** stand up because the wind was so strong.
(1) conjunction (2) adverb (3) noun
8. He spoke tiredly of his **ordeal**.
(1) determiner (2) noun (3) preposition
9. All the refugees told stories of suffering.
(1) verb (2) preposition (3) pronoun
10. I asked the teacher if I could be excused from football practice **as** my knee still hurts.
(1) conjunction (2) preposition (3) adverb

(01 × 05 = 05 marks)

● In the questions from No. 11 to 15, underline the correct form of the verb given below to complete each sentence.

11. The government has refused to foreign journalists into the war zone for several weeks.
(1) allowed (2) allow (3) will allow
12. Would you mind in a questionnaire about what you watch on television?
(1) fill (2) filling (3) to fill
13. Please your baggage to prevent confusion.
(1) label (2) labeling (3) labeled
14. The film was in several cinemas last year.
(1) showing (2) showed (3) shown
15. The supervisor remarked that the new employees very well.
(1) are working (2) will be working (3) were working

(01 × 5 = 05 marks)

- In the questions from No. 16 to 20, underline the most appropriate word from the words given to complete each sentence.

16. The ministers say that the Government is trying to do more to the public about the consequences of drug abuse.

- (1) promote (2) prevent (3) educate

17. It is a disgrace that the government so much on projects and so little on education.

- (1) neglects (2) spends (3) depends

18. Certain children have educational needs and require one-to one attention.

- (1) easy (2) poor (3) special

19. People's voting habits are political, social, and economic factors.

- (1) done through (2) involved in (3) influenced by

20. An immediate effect of a war is a breakdown of law and

- (1) harmony (2) justice (3) order

(01 × 5 = 05 marks)

- In the questions from No. 21 to 25, fill in the blanks with the correct form of the verb.

21. He inquired politely why the library (be) closed very early.

22. She has been (qualify) as a teacher educator for 10 years.

23. I (find) some old photos while I was clearing out my cupboards.

24. Students are not (allow) to handle chemicals unless they are under the supervision of a teacher.

25. We need the repairs (do) as soon as possible.

(02 × 5 = 10 marks)

- In the questions from No. 26 to 30, underline the most appropriate preposition from the prepositions given within brackets to fill the blanks in the following paragraph.

Charles Dickens was one 26. (from / of / in) the greatest nineteenth-century English novelists. At the time of his death in 1870 he was a wealthy man, in contrast to the poverty of his early days. His father owed such a large amount of money that he was sent to prison 27. (within / in / for) three months. At the age of twelve, Dickens was taken away 28. (from / to / a) school by his parents and made to work in a factory 29. (from / in / to) London. Charles was not only extremely unhappy, but also ashamed of working there, and he never forgot that period of his life. Years later, 30. (through / about / in) his novel 'Oliver Twist', Dickens described his own childhood experiences.

(01 × 5 = 05 marks)

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- In the questions from No. 31 to 35, choose the correct relative pronoun or relative adverb given within the brackets to fill in the blanks.

31. The city police arrested the robber (which/ who/ whom) burgled the merchant's house yesterday.
32. The woman (who/ whose/ why) handbag was lost in the supermarket complained about it to the manager.
33. The reason (when/ whom/ why) she resigned that prestigious post is not obvious.
34. He is an excellent leader (who/ whom/ whose) every follower likes.
35. A factory is a building or set of buildings (which/ how/ where) large amounts of goods are made using machines.

(01 × 5 = 05 marks)

- Fill in the blanks question from No. 36 to 40 in the following Role play with the utterances given below.

You are welcome.

The hours and limitations are printed on the card and this handout.

You seem to have filled the form out all right.

May I have your NIC, please?

Sure, let me give you an application.

A : Excuse me. I am interested in getting a library card.

B : 36. You can fill it out right here at the counter.

A : OK, here it is.

B : Let me take a look at this for you. 37.

A : Here's my NIC and form.

B : 38. Are you familiar with our rules and fines?

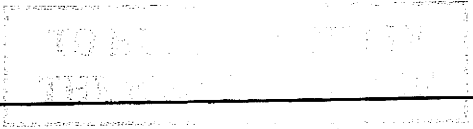
A : Yes, I know what to do.

B : 39.

A : OK, I see. Thank you.

B : 40. Thank you for joining the library; we look forward to serving you.

(02 × 5 = 10 marks)



● In the questions from No. 41 to 50, select the appropriate utterances from the list given below and write its **number on the dotted lines** given against each question.

- (i) OK. Let's have a cool drink.
- (ii) Shall we organize a welcome party?
- (iii) I don't know whether to speak to the Secretary or the Chairman. What do you think I should do?
- (iv) I'm really sorry about the mix-up. It is my fault.
- (v) I'd like you to meet Mr, Aruna Rathnayaka, the new teacher educator.
- (vi) May I know whether I can obtain visa for Canada at least by next week?
- (vii) Hello, my name's Bandara. I'll be in the same class as you this year.
- (viii) I think that the Government should spend more on education.
- (ix) Please be informed that all the lectures for this week have been cancelled.
- (x) You'd better write a letter and explain the situation.

- 41. Making a suggestion -
- 42. Replying to a suggestion -
- 43. Asking for advice -
- 44. Giving advice -
- 45. Giving your opinion -
- 46. Giving your information -
- 47. Request for information -
- 48. Introducing yourself -
- 49. Introducing a person -
- 50. Apologizing -

(01 × 10 = 10 marks)

For rough work of any question

52. Approval for a programme for the development of teacher educators' skills in their career has been granted by the Minister of Education. Being the Secretary of the Teacher Educators' Union you are to make all its members aware of the programme.

Write a **NOTICE** with relevant information to convene a meeting of the members of the Teacher Educators' Union.

(10 marks)

53. Write a **short article** on **one** of the following topics. Use **about 125 words**.

- (i) Sri Lankan Education needs a system change
- (ii) Significance of a National Education Policy in Sri Lanka
- (iii) Role of Media and Its Contribution to the Development of Sri Lanka.

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(20 marks)

For rough work of any question

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