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அரச சேவைகள், மாகாண சபைகள் மற்றும் உள்ளூராட்சி அமைச்சு
Ministry of Public Services, Provincial Councils and Local Government

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இணைந்த சேவைகள் பிரிவு

COMBINED SERVICES DIVISION

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திகதி:
Date

09.12.2021

Secretaries of All Ministries
Heads of Departments
District Secretaries
Divisional Secretaries

Provision of Concessions for Efficiency Bar Examination for the Officers who are Absorbed/ to be Absorbed into Development Officers' Service

Reference to the provision of concessions for the officers who are absorbed into the Development Officers' Service as per para 14 of the Minute of Development Officers' Service, to pass Efficiency Bar Examinations.

02. During the inspection of the personal files of the officers who were absorbed into the Development Officers' Service, it was observed that the officers of the following categories had made requests for relief in respect of the Efficiency Bar Examinations.

- i. Officers who have not passed any Efficiency Bar Examination since Efficiency Bar Examinations have not been mentioned in the previous recruitment procedure/ Letter of Appointment.
- ii. Officers who have made requests to get concessions due to non-completion of Efficiency Bar Examination mentioned in the previous recruitment procedure/ Letter of Appointment within due period.
- iii. Officers who have passed the Efficiency Bar Examination mentioned in the previous recruitment procedure/ Letter of Appointment before the issuance of the letter of absorption and after 01.08.2011.
- iv. Officers who have not been confirmed in the previous post due to not passing the Efficiency Bar Examination mentioned in the previous recruitment procedure/ Letter of Appointment and passed the first Efficiency Bar Examination after the absorption into the Development Officers' Service
- v. Officers who have passed the Second Efficiency Bar Examination after the lapse of 3 years after being absorbed into Grade II of Development Officers' Service with effect from 01.08.2011

03. Actions were taken to get advice from the Public Service Commission with regard to the appeals made to obtain concessions for Efficiency Bar Examinations and as per the decisions of the Public Service Commission communicated by the letters of the Secretary to the Public Service Commission No PSC/APP/04/2021 dated 13.08.2021 and PSC/APP/4/2/2016 dated 23.10.2020, Annex 01 depicts the way the concessions are granted to the officers who are absorbed/ to be absorbed into the Development Officers' Service with regard to Efficiency Bar Examinations and you are kindly informed to notify relevant officers on the same.

04. Officers who are absorbed into the Development Officers' Service should have passed the First Efficiency Bar Examination prescribed in the Recruitment Procedure/ Letter of Appointment of the previous post, within due period of time before 01.08.2011, which is the date on which the Minute of the Development Officers' Service came into effect and it has been informed by the letter of the Secretary to the Public Service Commission No PSC/APP/04/2021 dated 13.08.2021 that the number of sessions is calculated on the basis of conducting one examination session per year.

05. Further, in line with the decision of the Public Service Commission, officers who are absorbed into a Grade II post of Development Officers' Service from a Grade III post in the previous Service, with effect from 01.08.2011, should pass the Efficiency bar Examination prescribed for Officers in Grade II of Development Officers' Service within 3 years from the date of issuance of the letter of absorption and the due number of sessions is calculated on the bases of conducting two examination sessions per year. Since only two Efficiency Bar Examinations for Grade II officers of the Development Officers' Service have been held so far (21.04.2018 and 19.01.2020) and since the results have been issued for those examinations, you are kindly informed to pay salary increments only to the officers who have passed the Second Efficiency Bar Examinations as per Serial No 4 of Para 4 in Public Service Commission Circular 03/2016 and who have absorbed into Grade II of Development Officers' Service having satisfied the qualifications mentioned below.

- i) Have reported the results of the Efficiency Bar Examination to the relevant officer through prescribed form.
- ii) Have completed the performance reports and moderated by the evaluator and moderator
- iii) Have satisfied all requirements relevant to the payment of annual salary increment.

06. You are further informed to draw your attention to the provisions in the Public Service Commission Circular No 01/2020 issued to be effective from 01.01. 2020 and subsequent circular provisions when the date of promotion of the officers is calculated on satisfying qualifications required for the promotions to Grade II and Grade I of Development Officers' Service.

Sgd/ S. Alokabandara
Director General of Combined Services

Providing relief to the Officers who have been absorbed into the Development Officers Service to complete the Efficiency Bar Examinations mentioned in the Service Minute
1st Efficiency Bar Examination

1. Granting relief for the officers to whom the Efficiency Bar examination indicated in the recruitment procedure / appointment letter relevant to the previous post has not been mentioned, to complete the 1st efficiency bar examination.

Officer Category related to the Provision of Relief		Relief
i.	Officers whose appointment has not been confirmed and the Efficiency Bar Examination has not been mentioned in the Recruitment Procedure / Appointment Letter in the previous post	Officers who have not passed the Efficiency Bar Examination in the previous post, should pass the Efficiency Bar Examination for Officers in Grade III of the Development Officer Service, as mentioned in paragraph 10 of the Development Officer Service Minute, within 3 years from the date of issuance of the letter of absorption. The number of sessions required to pass the Efficiency Bar Examination is calculated on the basis that two examinations should be held per year during that period.
ii.	Officers whose appointment has been confirmed but the Efficiency Bar Examination has not been mentioned in the Recruitment Procedure / Appointment Letter in the previous post	
iii Matters relating to confirmation of appointment	When the Heads of Departments submit their recommendations regarding the confirmation of the service of the officers who have not been confirmed in the previous post but have fulfilled all the requirements related to the confirmation of the service, recommendations should be made in accordance with the Establishments Code from the date of appointment of the Officer up to 02.04.2009 and in accordance with the Procedural Rule of the Public Service Commission from 02.04.2009 to the end of the probation period.	

iv Matters related to Grade Promotion	<p>a) Annual salary increments of officers who fail to pass the Efficiency Bar Examination during the concessionary period, shall be deferred.</p> <p>b) Officers who have passed the Efficiency Bar Examination during the concessionary period will be promoted to Grade II from the date of completion of 10 years of active service , assuming that they have passed the Efficiency Bar Examination on the due date if they have fulfilled the other required qualifications.</p>
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Providing relief to the Officers who have been absorbed into the Development Officers Service to complete the Efficiency Bar Examinations mentioned in the Service Minute
1st Efficiency Bar Examination

<p style="text-align: center;">2. Providing relief on completion of Efficiency Bar Examination in the Recruitment Procedure / Appointment Letter of the previous post or Efficiency Bar Examination for Grade III Officers in the Development Officer Service</p>		
Officer Category related to the Provision of Relief	<p style="text-align: center;">Relief</p>	
i.	<p style="text-align: center;">Officers who have completed the Efficiency Bar Examination mentioned in the Recruitment Procedure / Appointment Letter applicable to the previous post after 01.08.2011 and before the issuance of the letter of absorption</p>	<p>There is no requirement to pass the Efficiency Bar Examination for Officers in Grade III of the Development Officers' Service mentioned in paragraph 10 of the Service Minute.</p> <p>Further, considering the number of occasions on which the efficiency bar examinations mentioned in the recruitment procedure / appointment letter applicable to the previous post where the officer was able to appear, the number of sessions in which the Efficiency Bar Examination should be passed is calculated.</p>

<p>ii</p>	<p>Officers who have not passed the Efficiency Bar Examination mentioned in the Recruitment Procedure / Appointment Letter applicable to the previous post but passed the Efficiency Bar Examination due for the officers in Grade III of Development Officers' Service</p>	<p>Considering the number of occasions on which the efficiency bar examinations mentioned in the recruitment procedure / appointment letter applicable to the previous post where the officer was able to appear and the instances of Efficiency Bar Examinations held for the Officers in Grade III of Development Officers' Service, the number of sessions in which the Efficiency Bar Examination should be passed is calculated.</p>
<p>iii Matters relating to confirmation of appointment</p>	<p>When the Heads of Departments submit their recommendations regarding the confirmation of the service of the officers who have not been confirmed in the previous post, recommendations should be made in accordance with the Establishments Code from the date of appointment of the Officer up to 02.04.2009 and in accordance with the Procedural Rule of the Public Service Commission from 02.04.2009 to the end of the probation period.</p>	
<p>iv Matters related to Grade Promotion</p>	<p>a) Annual salary increments of officers who fail to pass the Efficiency Bar Examination during the prescribed number of examination sessions, shall be deferred.</p> <p>b) Officers who have passed the Efficiency Bar Examination during the prescribed number of times, will be promoted to Grade II from the date of completion of 10 years of active service , assuming that they have passed the Efficiency Bar Examination on the due date if they have fulfilled the other required qualifications.</p>	

Providing relief to the Officers who have been absorbed into the Development Officers Service to complete the Efficiency Bar Examinations mentioned in the Service Minute
2nd Efficiency Bar Examination

3. Granting Concessions for the 2nd Efficiency Bar Examination for Officers in Grade II of the Development Officer Service

Officer Category related to the Provision of Relief		Relief
I	Officers who have served in a Grade II post in Previous Service/Post and have been absorbed into the Grade II of Development Officers' Service	<p>The number of times to pass the efficiency bar examination is calculated on the number of Efficiency Bar Examination sessions mentioned in the Recruitment Procedure / Appointment Letter for the previous post to which the officers, who have served in a Grade II post/ service in the previous post/ service and have been absorbed into the Development Officer Service Grade II from 01.08.2011, could have been able to appear and number of Efficiency Bar Examination sessions for Grade II in Development Officers' Service.</p> <p>The 2nd Efficiency Bar Examination will be completed within 3 years from the date of issuing the letter of absorption and the prescribed number of examinations will be calculated on the basis that 2 examinations should be held per year.</p> <p>It is not required to pass the Second Efficiency Bar prescribed for Grade II Officers in the Development Officer Service if the 2nd Efficiency Bar Examination mentioned in the Recruitment Procedure / Appointment Letter of the previous post has been completed within the period up to the date of issuance of the Letter of Absorption.</p>
ii	Officers who have served in a Grade III post in Previous Service/Post and have been absorbed into the Grade II of Development Officers' Service	<p>Officers who have served in a Grade III post / service in the previous post / service and have been absorbed into Grade II of the Development Officer Service from 01.08.2011, are given the opportunity to complete the 2nd Efficiency Bar Examination within 3 years from the date of issuance of the letter of absorption and considering the number of instances of passing the Efficiency Bar Examination is calculated on the 2nd Efficiency Bar Examinations conducted from the date of issuance of the letter of absorption.</p> <p>It is not required to pass the Second Efficiency Bar Examination prescribed for Grade II Officers in the Development Officer Service if the 2nd Efficiency Bar Examination mentioned in the Recruitment Procedure / Appointment Letter of the previous post has been completed within the period up to the date of issuance of the Letter of Absorption.</p>

<p style="text-align: center;">iii</p>	<p style="text-align: center;">Officers who have been absorbed to Grade III of the Development Officer Service and promoted to Grade II of the Development Officer Service with effect from a date after 01.08.2011</p>	<p>Officers who have served in a Grade III post / service in the previous post / service and have been promoted Grade II of the Development Officer Service after 01.08.2011, are given the opportunity to complete the 2nd Efficiency Bar Examination within 3 years from the date of issuance of the letter of absorption and considering the number of instances of passing the Efficiency Bar Examination is calculated on the 2nd Efficiency Bar Examinations conducted from the date of issuance of the letter of absorption.</p> <p>It is not required to pass the Second Efficiency Bar Examination prescribed for Grade II Officers in the Development Officer Service if the 2nd Efficiency Bar Examination mentioned in the Recruitment Procedure / Appointment Letter of the previous post has been completed within the period up to the date of issuance of the Letter of Absorption.</p>
<p>iii Matters related to Grade Promotion</p>	<p>Officers who have passed the Efficiency Bar Examination during the concessional period will be promoted to Grade II from the date of completion of 10 years of active service, assuming that they have passed the Efficiency Bar Examination on the due date if they have fulfilled the other required qualifications.</p>	