

Promotion of Cultural officer- Grade II officers to Grade I
(Based on the provisions of the Recruiting Procedure dated 05.02.2001)

Applications are called from the officers who satisfy below qualifications for the Promotion of Cultural officer- Grade II officers to Grade I.

- Must be an officer recruited as a Cultural Officer- Grade II
- Must have been confirmed in the service
- Must have a satisfactory period of service of 15 years as a Cultural Officer –Grade II (Before 10.03.2020 as approved under the new procedure for promotions)
- Must have completed the Efficiency Bar Examination relevant to the Recruitment Procedure dated 05.02.2001

02. Those who have fulfilled above qualifications submit your application through the relevant District secretariat/ Divisional Secretariat/ Head of the Department addressing to,

Director
Department of Cultural Affairs,
8th Floor,
Sethsiripaya,
Battaramulla.



Yasintha Gunawardhena

Director

Department of Cultural Affairs

Yasintha Gunawardhena
Director
Department of Cultural Affairs
Sethsiripaya, Battaramulla.

Department of Cultural Affairs

Application for the Promotion to Cultural officer- Grade I of the Department of Cultural Affairs
(Based on the provisions of the Recruiting Procedure dated 05.02.2001)

1. Personal Information

1.1. Full Name of the Applicant:

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(As mentioned in the appointment Letter)

1.2. Identity Card Number :

1.3. Current Place of Working :

1.4. Official Address:

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2. Information on the Appointment

2.1. Appointment Date to Grade II :

2.2. Date of Confirmation :

2.3. Completed Efficiency Bar Examinations and completed Date :

Completed Efficiency Bar Examination	Date To Be Completed	Completed Date

2.4. Provide Information, If a grace period is granted for the Efficiency Bar Examination

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3. Information for the Promotion

- 3.1. Have you completed the required 'Active period of the service' : Yes / No
- 3.2. Date of completion of the above 'Active period of the service':
- 3.3. Within the Active Period of the service,
 - 1. Have you achieved a satisfactory or a higher level performance as expected Yes / No
 - 2. Have you earned all the salary increments on prescribed date? Yes / No
 - 3. Have you received leave without pay/ half pay? Yes / No
(If yes attach the relevant information as an annexure)
 - 4. Have you been subjected to any disciplinary punishment? Yes / No
(If yes attach the relevant information as an annexure)

4. Statement of the Applicant

I hereby state that I have possessed the qualifications to be promoted to Cultural Officer Grade-I based on the provisions of the Pre Recruiting Procedure dated 05.01.2001, effecting from, and declare that the information provided above is true and correct, and no any Disciplinary inquiries are ongoing under my name.

Date:

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Signature of the Officer

The application for the promotion to Cultural Officer Grade I of Mr. /Mrs. /Miss. who serve as a Cultural officer in this office is submitted for necessary action required.

Name :

Signature :

Date :

Official Stamp:

(District Secretary / Divisional Secretary / Immediate Staff Officer)