

Matters to be considered, when perfecting the application for promotion of officers in Grade III of Sri Lanka Accountants' Service to Grade II

- 01) Copies of the following documents should be included in the application submitted to be forwarded to the Public Service Commission.
- Certified copy of the letter of appointment
 - Copy of the letter of assumption of duties
 - Certified copy of the letter of confirmation in service
 - Certified copies of all the letters to the effect that the officer has passed the first Efficiency Bar examination or he/ she has been exempted from the same (The date on which the examination has commenced should be indicated when perfecting the applications)
 - Letter to the effect that the officer has been exempted from the requirement of acquiring the proficiency in official language (Sinhala/ Tamil) as per Public Administration Circular No: 01/2014 dated 21.01.2014, Public Administration Circular Letter No: 06/2017 dated 17.10.2017 and Public Administration Circular No: 18/2020 dated 16.10.2020, certificate and other relevant documents.
 - Certified copies of all the letters to the effect that the officer has passed the second Efficiency Bar examination or he/ she has been exempted from the same (The date on which the examination has commenced should be indicated when perfecting the applications)
 - Certified copies of the letters to the effect that the officer has passed the examination for link language proficiency or he/ she has been exempted from the same.
 - Certified copy of the Identity Card
- 02) Application should be duly recommended by the **Head of Department and the Secretary of the Ministry.**