
Examinations, Results of Examinations &c.,

NATIONAL INTELLECTUAL PROPERTY OFFICE OF SRI LANKA

Competitive Examination of Recruitment for the Post of Patent Examiner in Grade III of Associated Services - 2023

APPLICATIONS are called for the Competitive Examination held by the Commissioner General of Examinations from the officers of Development Officers Service who possess following qualifications for recruitment to fill 10 positions currently vacant in the post of Patent Examiner in Grade III of Associated Services at National Intellectual Property Office of Sri Lanka.

01. Qualifications :

1. Officers in the Development Officers Service who have satisfied a minimum of five years' service experience at the National Intellectual Property Office of Sri Lanka along with the below mentioned qualifications
and
2. Officers in the Development Officers Service of other Government Institutions who have not exceeded 45 years of age and who possess following qualifications can apply for the post.
 - (i). Should have completed a minimum of five (05) years active and satisfactory service in the Salary Code MN 04.
 - (ii). Should not have subjected to any Disciplinary action in terms of the Public Service Commission Circular No. 01/2020.
 - (iii). Should have acquired a Bachelor's Degree in Science (Physics or Biology) from a recognized university by the University Grant Commission.

02. Conditions of Examination :

The examination will be held only in **Colombo in November, 2023** by the Commissioner General of Examinations in terms of the Recruitment and Promotion Procedure for the officers in associated service in the National Intellectual Property Office of Sri Lanka. Director General of Intellectual Property reserves the right to extend or to cancel the

examination. Specimen of the application is given at the end of this application. Applications should only be prepared according to the specimen application mentioned in the end of this notice and should be sent by registered post to reach the address "Commissioner General of Examination, Institutional Examinations Organization Division, Examination Department of Sri Lanka, P.O. Box. 1503, Colombo" Requested information should be written clearly by his own handwriting. "Recruitment for the Post of Patent Examiner in Grade III of Associated Services - 2023".

Application closing date is **18.09.2023**.

Note : Any complaint regarding loss or delay of the application or any related document in post will not be considered. Candidates themselves have to bear the possible loss due to delay in sending applications till the closing date.

03. Conditions of Service :

Selected Candidates are appointed to the post of Patent Examiner in Grade III of associated services in Intellectual Property Office subjected to the General Conditions regulating Public Service appointments, conditions mentioned below, procedural rules of Public Service Commission published in the Extra Ordinary *Gazette* Notice of the Democratic Socialist Republic of Sri Lanka No. 2310/29 dated 14.12.2022., regulations of Recruitment and Promotion Procedure for the associated officers in National Intellectual Property Office of Sri Lanka which have been approved by Public Service Commission.

- I. Selected Candidates are subjected to the condition of serving in any part of Sri Lanka.
- II. This post is permanent and pensionable. They are subject to the policy decisions taken by the government in the future regarding your pension's scheme. As well they should contribute to the Widow's/ Widower's and Orphans Pensions Scheme. They shall pay contributions to this fund as declared by the Government from time to time.
- III. For the officers who have confirmed in

the service, regulations of the Public Service Commission Circular 05/2018 dated 11.09.2018 is applied. The officers who are appointed to the post of Patent Examiner should pass the first efficiency bar examination within three years from the appointment date.

- IV. Within 05 years from assumption of duties, every officer shall acquire proficiency in the other official language in accordance with the Public Administration Circular No. 01/2014 and other consequent Public Administration Circulars of recruiting to the post.
- V. The appointed officer is subjected to the regulations of Public Service Commission Establishments Code, Financial Regulations, Procedural Rules, orders and procedures issued by the Government time to time and regulations of Ministry and Department.
- VI. Attention of the Candidates is drawn to the general conditions related to the appointments to the posts of public service mentioned at the beginning of the chapter (IIa) of the 1st part of this *Gazette* Notification.

04. Salary Scale :

The salary scale applicable to this appointment is as follows : as per the Public Administration Circular No. 03/2016 dated 25.02.2016 MN - 4 - 2016 Rs. 31,490 - 10x445 - 11x660 - 10x730 - 5x750 - Rs. 54,250 (Monthly)

05. Age Limit :

Limited to one time only under the open stream, development officers with not less than 05 years of active and satisfactory service in the National Intellectual Property Office of Sri Lanka and development officers who are currently employed in the public sector MN - 04 Salary Category with not less than 05 years of active and satisfactory service whose maximum age limit is not more than 45 years as on the 18th of September 2023 regardless of the maximum age limit can apply for this.

06. Physical Competencies :

- I. Every applicant shall physically be eligible to serve anywhere in the country.
- II. They shall also be physically eligible to discharge the duties of the post.

Competency :

- I. Should be a citizen of Sri Lanka.
- II. Should be of excellent character.
- III. Should not hold any of the disqualifications mentioned in Chapter V of the Public Service Commission Procedural Rules published in the Special *Gazette* Notification of the Democratic Socialist Republic of Sri Lanka No. 2310/29 dated 14.12.2022.
- IV. Eligibility for appearing in the competitive examination for recruitment to the post will be accepted only if the applicant has fulfilled all the requisite qualifications and the prescribed age limit in all respects by the closing date of application. Copies of certificates to prove eligibility should be submitted along with the application.

07. Method of Recruitment :

All recruitments will be made in accordance with the Recruitment and Promotion Procedures for Associate Officers of the National Intellectual Property Office and circular instructions issued by the Government.

Candidates who have secured 40% or more in each paper scheduled for the competitive examination will be called for the interview based on the results of the written examination and those who have obtained the highest passing marks in the said examination will be called for the interview according to merit twice the number of vacancies.

08. Examination :

This Examination consists 02 written question papers.

<i>Subjects</i>	<i>Duration</i>	<i>Maximum Marks</i>	<i>Passing Mark</i>
1. General Intelligence	01 hour	100	40
2. English	02 hour	100	40

I. This examination will be conducted in Sinhala, Tamil and English medium. Candidates can appear in any language of their choice. A candidate is not permitted to change the medium of examination indicated in his application. Every candidate should appear for both the papers.

II. No changes of requested language medium is allowed.

III. Syllabus

Subject No. 01 - General Intelligence

It aims to measure the applicant's comprehension and intelligence by testing the applicant's conclusion and responses to problems presented in verbal, numerical and figurative contexts. This paper consists of 50 multiple choice questions.

Subject No. 02 - English

I. Comprehension

Ability to read, understand and answer a selected written passage of not more than 200 words is examined.

II. Grammar

General understanding in the areas of tenses, verbs, direct and indirect speech active and passive sentences, gender and prepositions is examined.

09. Structured Interview :

Twice from the vacancies is called for the structured interview as per the result of written examination according to the merits of the achievers of highest passing marks from the examination. Candidates who do not secure at least 40% of the prescribed marks in each written paper will not be called for interview. Each candidate will undergo a structured interview by a three-member interview board appointed by the Director General of Intellectual Property.

Structured Interview

<i>Heads to be tested and marked</i>		<i>Maximum Marks</i>	<i>Passing Marks</i>
Additional Qualifications			
PhD in Intellectual Property/Science Subjects/ Stream	25	25	Not Applicable
Post Graduate Degree in Intellectual Property/Science Subjects/Stream	20		
Post Graduate Degree in Intellectual Property/ Science Subjects/Stream	15		
Additional Post Graduate Degree/Post Graduate Diploma or other similar qualificaitons/WIPO Distance Learning Cours	10		
Additional Professinal Experience		35	
Experiecne in the field of Intellectual Property/Science/Information Technology in Public or Private Sector	05 For an year		
English Language		15	
Followed the degree in English Medium	15		
A or D (Old Syllabus) for English Language in G.C.E. (O/L) Examination or English Diploma of one year or more from a Government accredited Institution	10		
B or C (Old Syllabus) for English Language in G.C.E. (O/L) Examination or English Diploma of six months or more from a Government accredited Institution	05		
Knowledge on Information Technology		10	
ICT Course of one year or more from a Government accredited Institution	10		
ICT Course of six months or more from a Government accredited Institution	05		
Merits in the Interview Due understanding of a given Technical Issues/Issue		15	
Total		100	

Selection method for Appointment :

Candidates are selected under the particulars mentioned under 03 above, in merits' order according to the number of vacancies from the Candidates who secured highest total marks from the Examination and the structured interview.

Admission cards for the examination are forwarded to the Candidates by the Commissioner General of Examination. Issuance of an admission card to an applicant should not be considered as he or she has completed the required qualificaitons to sit for the Examination or for the post. Candidates are subjected to the rules and regulations imposed by the Commissioner General of Examination regarding the conduct of the Examination and the release of results.

Violation of those rules shall make him or her liable to a penalty imposed by the Commissioner General of Examinations.

It will be helpful for the applicant to keep a photocopy of the forwarded application. Further, the applicant should check whether the completed application conforms to the model application mentioned in the examination notice, otherwise the application will be rejected.

10. Procedure of Applying for the Examination :

- I. Applications should be prepared in A4, 22 x 29 cm size papers indicating No. 01 to 05 in the first page, and rest in the other pages likewise and the applications not comply with the specimen herewith and application with incomplete information will be rejected. It would be advantageous for the candidates to keep a copy of the forwarded application with them. Further, the candidate should check whether the completed application conforms to the model application mentioned in the examination notice, otherwise the application will be rejected.
- II. "Open Competitive Examination for Recruitment of Officers to Grade (III) Post of Patent Examiner", name of the examination should be mentioned both in Sinhala/Tamil and English.
- III. Examination fee is Rs. 1200/-. The fee should be paid in any Post/Sub Post Office in the country so as to be credited to the Revenue Head 20-03-02-13 of Commissioner General of Examination and the receipt received by the candidate in the name of him/herself should be pasted on the due place of the application with an edge of the receipt. It would be advantageous for the candidates to keep a copy of the receipt as well with them.
- IV. Money orders or stamps will not be accepted for examination fees, and examination fees will not be refunded or transferred for any other examination for any reason.
- V. Those who are in public service or provincial service at present should forward their applications through the heads of their respective departments. Even the applications forwarded through the heads of the departments after the closing date shall be rejected.
- VI. Attestation of the Candidate's Signature :
It is compulsory to attest the Candidate's signature. Candidates in public service/provincial service

should attest their signature from the head of their department. The official stamp of the officer attested should be kept. If not the application shall be rejected.

11. Admission Card :

- I. Admission cards for the Examination will be forwarded by the Commissioner General of Examinations to all the candidates who have submitted their applications on or before the closing date of receipt of applications, and duly completed the applications on the premise that only the eligible candidates mentioned in this notice have applied for the examination.

Immediately after the issuance of the admission cards to the candidates, an announcement stating the same will be published in newspapers or on the website of Sri Lanka Examinations Department. If the admission cards were not received two or three days after the publication of notification, it should be informed to the Examinations Department as per the manner mentioned in the said notification. Candidates shall inform their name, address, National Identity Card Number and the examination applied to the Department of Examination. If the applicant is a resident outside of Colombo, it would be more effective to send a request letter to the fax number mentioned in the advertisement with a fax number so that a copy of the exam admission card could be obtained quickly by fax along with the details. It will also be useful to keep ready the copy of the application, the copy of the receipt from the payment of the examination fee and the registered post receipt when the application was mailed to confirm any information asked by the examination department.

- II. The signature of the candidate should have been attested both in the application and in the admission card and the admission card attested the signature shall be provided to the Head of the examination hall on the first day itself of the examination.
- III. Receipt of the applicaiton will not be informed to the candidate.

12. Identity of the Candidate :

Candidates must prove their identity to the satisfaction of the Head of the Examination Hall for each subject they appear in the examination hall. Any of the following documents will be accepted for the purpose :

- I. National Identity Card
- II. Valid Passport
- III. Valid Driving License

Candidates shall enter the examination hall without covering their face and ears so that their identity can be confirmed. Candidates who refuse to prove their identity shall remain in the examination hall without covering their face and ears so that the examination authorities can identify the applicant from the moment they enter the examination hall until the examination is over.

13. Furnishing false information :

Candidature is liable to be cancelled if it is found before or during the examination or any time after the examination that any candidate is disqualified to sit for the examination. If it is found and confirmed that a candidate has knowingly furnished any false information or has knowingly concealed any relevant fact or found that the applicant was ineligible to appear for this examination any time during his/her service he/she shall be liable for immediate dismissal from the Public Service subject to the relevant procedure. Candidature is liable to be cancelled of the candidates whose requirements mentioned in the notification have not been completed.

14. On any matter regarding the recruitment procedure and not provided in this Notice, the decision will be taken by the Director General of Intellectual Property.
15. If any inconsistency or non-conformity between Sinhala, Tamil and English text of this *Gazette* Notification occurs, the Sinhala copy will prevail.

GEETHANJALI R. RANAWAKA,
Director General of Intellectual Property,
National Intellectual Property Office of
Sri Lanka.