

### Model Application

#### DEPARTMENT OF MOTOR TRAFFIC

#### Written Examination for the Registration of Driving Instructors -2016

- The Medium Applied for :- ☐ Sinhala 2  
☐ Tamil 3  
☐ English 4

1. (a) Full Name (In English Capital Letters) :———. \_\_\_\_\_.

(Eg : HERATH MUDIYANSELAGE  
SAMAN KUMARA GUNAWARDHANA)

- (b) Name with initials, with initials at the end .

(In English Capital Letters)

:———. \_\_\_\_\_.

(Eg: GUNAWARDHANA,H.M.S.K)

- (c) Full name (In Sinhala/In Tamil) :———. \_\_\_\_\_.

2. (a) Applica'n't permanent address (In English capital letters) :———. \_\_\_\_\_.

- (b) Permanent address (In Sinhala/In English) :———. \_\_\_\_\_.

- (c) Name and address of the driving school (In English capital letters) :———. \_\_\_\_\_.

3. National Identity Card No :-

4. Sex ☐ Male – 0 (write the relevant number in the box)

Female – 1

5. Applica'n't age and date of birth:

(a) Age   Date of Birth

6. Educational Qualifications :———. \_\_\_\_\_.

7. Experience :———. \_\_\_\_\_.

(Attach the confirmation documents)

8. (a) Examination fee is Rs. 2,000/- and affix the receipt here by paying examination fee. It would be advisable for you to keep a copy thereof with you.

- (b) He/she should prove by an affidavit that he/she is not employed in a government, semi government

or other similar institution other than conducting training for drivers. (Those who have a balance period of six months to retire can also apply. Their instructor license will be issued after retirement.)

I do hereby state that the information furnished by me herewith is true to the best of my knowledge. Further, I am aware that I am liable to the rules imposed by the Commissioner General of Examination in this regard.

Date :———. \_\_\_\_\_.

Applicant's Signature.

#### Attestation

I do hereby certify that Mr./ Mrs./Miss..... is personally known to me and he/she has signed before me and that he/she has paid the due examination fee and that he/she has affixed the receipt thereof to the application.

Attester's Signature.

(Place certify by official frank)

Name :-.....

Designation :-.....

Address :-.....

Date :-.....

12-23/2

### DEPARTMENT OF MOTOR TRAFFIC

#### Written examination for the registration of Assistant Driving Instructors- 2016

Applications are hereby invited from the citizens of Sri Lanka for the written exam for the registration of driving instructors until 02.01.2017. This exam will be conducted on March 2017 in Colombo.

#### 01. Qualifications:

- I. Should be a citizen of Sri Lanka,
- II. Age should not be less than 23 and not more than 65,
- III. Should have passed the qualifying examination for 8 standard or similar examination.
- IV. Should possess 3 years' experience as an employee in a driving school. Should produce written evidence inclusive of E.P.F. and E.T.F.

number provided that the documents bearing E.P.F. No. and E.T.F. No. will not be considered until 20.10.2016 and acceptable documents shall be produced to the effect that they are serving in a driving school.

- V. To be an Assistant Instructor, there should be a Driving Licence at least for B, B1 and A on the relevant date. But, he/she should have a valid driving licence obtained 5 years in advance relevant to the vehicle classes from which he/she obtained experience as an employee in a driving school. In the case of an application for an Assistant Driving Instructor, the applicant should possess a valid Driving Licence belonging to the following classes 5 years in advance of the date of applying.
- VI. He/She should prove that he/she is physically fit for driving vehicles of the relevant class and to train driving by way of medical certificate issued by a medical officer of the National Transport Medical institute or of any other government or semi government institution, duly authorized by the Commissioner General.
- VII. He/She should not be an employee in a government or semi government or any other similar institution other than a person engaged in training in such an institution.

## 2. Mode of Examination :

- (I) The examination will be conducted in Sinhala, Tamil and English medium.
- (II) All question paper should be answered in one language only. The candidates are not allowed to change the medium first applied for.

## 3. Subjects relevant to the examination.

This exam is comprised of a question paper containing 2 parts on Motor Transport Management

- (I) Motor Transport Management 1—duration 2 hours
- (II) Motor Transport Management 2—duration 2 hours

4. *Syllabus* :- The two parts of this question paper includes questions on Motor Traffic Act, Road Rules, Highway code, Methods of Teaching and Instructions, State Driving, Ethics, First Aid, Technical and Technological knowledge and Road Safety. All question should be answered.

5.(I) *Selection Procedure*.—Those who have scored at least 40% for each subject to be 40% of the overall exam or more than that will be called for an interview for checking qualifications. Those who have selected at the interview should participate in driving instructor course (Not less

than 2 weeks) and he/she is required to sit to a practical test after successfully completion of such course on giving instructions and training. Those who have obtained 40% of marks in the examination will be given instructor Licence.

(II) Examination results.—Name of those who scored not less than 40% of marks for each subject will be given to the Commissioner General of Motor Traffic. The results of all candidates who appeared for the examination will be notified by post or through the

website. [www.result.exams.gov.lk](http://www.result.exams.gov.lk)

## 6. Mode of applying:-

- (a) Application should be in accordance with the specimen form attached to this notification and prepared using both sides of A4 Papers 8.27"x 11.69" and the applicant him self should perfect the same. When preparing the application, the name of the examination on the applications in Sinhala should be written in English in addition to Sinhala and on Tamil applications the name of examination should be written in English in addition to Tamil. Moreover, when preparing the application the item No. from 1 to 7 should appear on the 1st page and the remaining to appear on the 2nd page.
- (b) The application should be prepared in the language the candidate intends to sit for the examination.
- (c) Application duly perfected should be addressed to Commissioner for Motor Traffic, Department of Motor Traffic, No. 341, Elvitigala Mawatha, Colombo 5 under registered cover to reach on or before 02.01.2017. The left hand corner of the envelop should bear the legend "Written Examination for Recruitment to the post of Assistant Driving Instructor". Delayed applications will not be entertained.
- (d) Examination Fee.—Examination fee is Rs.2000 which shall be paid at any District Secretariat or Divisional Secretariat to be credited to the revenue head 6000-0000-00-0013-0027-000 of the Commissioner General of Motor Traffic and the receipt issued therefore should be affixed at the appropriate space provided in the application.
- (e) Signature of the applicant attested by a principal of a government school, Justice of the peace, Commissioner for Oaths, Attorney-at law, Notary Public, Commissioned Officer of forces and an officer holding permanent post of the government and drawing a basic annual salary of more than Rs.240,360.
- (f) Every application should be perfected in every respect, if not such applications will be rejected. Complaints made on losses or delays in post will not be taken into consideration. Receipt of applications is not acknowledged.

(g) The admission cards will not be issued by the Commissioner General of Examination to the applicant who have forwarded their application properly. As soon as the admission cards are issued newspaper notice regarding it will be published by the Department of Examination, Sri Lanka. If any applicant has not received, the admission card at least 5 days prior to the date on which the examination is to be held as mentioned in the newspaper notice, any inquiries regarding it, should be made from the organization and Foreign Examination Branch of the Department of Examination, Sri Lanka. In making such inquiries, the name of the examination applied by the applicant, applicant's full name, National Identity Card number and the address of the applicant should be mentioned clearly. If the applicant is residing outside Colombo, it would more effective. If he/she make a written request indicating his/her fax No. to the fax No. mentioned in the newspaper notice in order to get a copy of the admission card speedily. In making such inquiries, it would be useful if the applicant is ready with the copy of the application kept by him/her, copy of the receipt obtained for payment of examination fee and receipt for the postal registration of the application, In order to confirm any information required by the Department of Examination.

(a) Name of the Examination :\_\_\_\_\_.

(b) Candidate's full name :\_\_\_\_\_.

(c) NIC No. :\_\_\_\_\_.

(d) Address :\_\_\_\_\_.

(e) Fax No. :\_\_\_\_\_.

(f) The date of posting the application, registered date and the post office :\_\_\_\_\_.

(g) Money order No. :\_\_\_\_\_.

(h) The admission card in which the applicant's signature has been certified, should be forwarded to the Chief Examiner at the Examination hall. Applicants, who fail to forward the admission cards, will not be permitted to appear for the examination. Further the applicant should abide by the rules and regulations set out by the Commissioner General of Examinations with regard to the conduct examination. If such rules and regulations are violated, the applicant will be subjected to a punishment imposed by the Commissioner General of Motor Traffic.

7. *Identity of the applicant.*—In respect of every subject for which the applicant is appearing, identity should be

provided at the examination hall in a manner which would satisfy the examiner. For this purpose, any of the following documents would be accepted.

(i) National Identity Card issued by the Department of Persons Registration.

(ii) Valid passport

8. Regarding any matter for which provisions have not been made by this notice of the examination, the decision of the Commissioner General of Motor Traffic shall be final.

Commissioner General of Motor Traffic.

At the Department of Motor Traffic,  
No. 341,  
Elvitigala Mawatha,  
Colombo 5.

11<sup>th</sup> November 2016.

Model Application

Department of Motor Traffic

Written Examination for the Registration of Assistant  
Driving Insructors -2016

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☐ Tamil - 3  
☐ English - 4

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(b) Permanent address (In Sinhala/In English)

(c) Name and address of the driving school

(In English capital letters)

3. National Identity Card No. :-

4. Sex ☐ Male – 0 (write the relevant number in the box)

Female – 1

I am aware that I am liable to the rules imposed by the Commissioner General of Examination in this regard.

Date : \_\_\_\_\_.

5. Applicant's age and date of birth:

(a) Age   Date of Birth

\_\_\_\_\_,  
Applicant's Signature

Attestation :

6. Educational Qualifications : \_\_\_\_\_.

7. Experience : \_\_\_\_\_.  
(Attach the confirmation documents)

I do hereby certify that Mr./ Mrs./Miss..... is personally known to me and he/she has signed before me and that he/she has paid the due examination fee and that he/she has affixed the receipt there of to the application.

8. (a) Examination fee is Rs.2000/- and affix the receipt here by paying examination fee. It would be advisable for you to keep a copy thereof with you.

\_\_\_\_\_,  
Attester's Signature

(Place certify by official frank)

(b) He/she should prove by an affidavit that he/she is not employed in a government, semi government or other similar institution other than conducting training for drivers. (Those who have a balance period of six months to retire can also apply. Their instructor license will be issued after retirement.)

Name :-.....

Designation :-.....

Address :-.....

Date :-.....

I do hereby state that the information furnished by me herewith is true to the best of my knowledge. Further,

12-23/1