AUTHORITY TO CONFIRM ON APPOINTMENT UNDER THE PROVISION ON SECTION II OF CHAPTER II OF THE ESTABLISHMENT CODE

01.	Name of Officer			:						
02.	Designation			:						
03.	Date of Appointment			:						
04.	Date of Which officer reported for duty			:						
05.	Date on which normal period of probation expires / expired			:	20/	/to 20/	/			
06.	Med	dical Report:								
	(a)	Has Islan		0 W	whether fit to be service in any part of the YES / NO					
	(b)	Date	e of which Medical Repo	rt se	rt sent to DCS(Administration), EP			/ mm / dd		
07.	Profi	cienc	y in Official Language:							
	(a)	When Officer required in Med			n		TAMIL / SINHALA			
		(i)	Grade of Proficiency th pass for confirmation in			(i) G.C.E(O/L)	yyyy .	/ mm / dd		
	(b)				pointment	(ii)	YYYY .	/ mm / dd		
	(D)	(ii) (i)	Highest Proficiency exa and Date		nation Passed	(i)	yyyy .	/ mm / dd		
						(ii)	yyyy .	/ mm / dd		
						Subject	Date of	Completed		
	(c)		Date of passing other to (if any) required to be passed for confirmation appointment (EB Examination)		(i)		<i>yyyy</i> .	/ mm / dd		
					(ii)		yyyy / mm / dd			
					(iii)		yyyy / mm / dd			
		, 			(iv)		<i>yyyy</i> .	/ mm / dd		
08.	Obs	servation regarding following by the Head Of the Department:								
	(a)	Wor	k	:	: Very Good / Satisfactory / Unsatisfactory					
	(b)	Conduct		:	Very Good / Satisfactory / Unsatisfactory					
	(c)	c) Attendance			Very Good / Satisfactory / Unsatisfactory					
09.	Rem	Remarks (Particulars or Punishment (if any) imposed on officer should be given here):								
10.	Reco	Recommendation of the Head of the Department:								
	(i)	Confirmation Recommended								
	(ii)	Confirmation Recommended subject to the provision of Para 11:10 of Chapter II								
		Extension of probation period by								
	(iii)		ommended	φ.						
Date:					H	ead of the Departm	nent			

FOR MINISTRY USE									
	My No:								
	Date:								
The confirmation of the above named officer in h									
	Secretary Ministry of Eastern Province								
Note: Form depicted in appendix 23 of the Establishment Code probation period and in confirmation subject to the Provision of I									