

NCPA/AU/510
12.10.2022

To all the staff those who are eligible for grading of the National Child Protection Authority

Calling for applications from officers of the National Child Protection Authority for Grading in their respective positions

The National Child Protection Authority is in the process of grading its officers who have been confirmed and completed 10 years of satisfactory service in their respective positions.

Applications are hereby called from eligible officers for the promotion from Grade II to Grade I (For officers recruited to Grade II) and from Grade III to Grade II (for officers recruited to Grade III).

Grading will be done in accordance with the provisions of the Scheme of Recruitment of the National Child Protection Authority approved by the Department of Management Services.

The pre-requisites to be fulfilled by the officers of each category to apply for the promotion shall be as follows:

MIDDLE MANAGER (MM Category)

Promotion from Grade II to grade I

Pre-requisites

- Should have been confirmed in the post.
- Should have completed a minimum of 10 years of service in Grade II and earned ten (10) salary increments.
- Showing an average or above average performance according to the approved scheme of performance appraisal during a period of 10 years preceding the promotion.
- Should have completed 05 years of satisfactory service preceding the promotion.
- Should have achieved the necessary level of proficiency in second language.
- Successful completion of due Efficiency Bars.

JUNIOR MANAGER(JM Category)

Promotion from Grade II to grade I of the category:

Pre-requisites

- Should have been confirmed in the post.
- Should have completed a minimum of 10 years of service in Grade II and earned ten (10) salary increments.
- Showing an average or above average performance according to the approved scheme of performance appraisal during a period of 10 years preceding the promotion.
- Should have completed 05 years of satisfactory service preceding the promotion.
- Should have achieved the necessary level of proficiency in second language.
- Successful completion of due Efficiency Bars.

OPERATIONAL(MA4 Category)

ASSOCIATE OFFICERS(MA3 Category)

MANAGEMENT ASSISTANT TECH (MA2-1 Category)

MANAGEMENT ASSISTANT NON TECH (MA1-1 Category)

Promotion from Grade III to grade II of the category:

Pre-requisites

- Should have been confirmed in the post.
- Should have completed a minimum of 10 years of service in Grade III and earned ten (10) salary increments.
- Showing an average or above average performance according to the approved scheme of performance appraisal during a period of 10 years preceding the promotion.
- Should have completed 05 years of satisfactory service preceding the promotion.
- Should have achieved the necessary level of proficiency in second language.
- Successful completion of due Efficiency Bars.

PRIMARY –SKILLED (PL 3 Category)

Promotion from Grade III to grade II of the category

Pre-requisites

- Should have been confirmed in the post.
- Should have completed a minimum of 10 years of service in Grade III and earned ten (10) salary increments.
- Showing an average or above average performance according to the approved scheme of performance appraisal during a period of 10 years preceding the promotion.
- Should have completed 05 years of satisfactory service preceding the date of promotion.
- Should have achieved the necessary level of proficiency in second language.
- Successful completion of due Efficiency Bars.

PRIMARY –UNSKILLED (PL 1 Category)

Promotion from Grade III to grade II of the category

Pre-requisites

- Should have been confirmed in the post.
- should have completed a minimum of 10 years of service in Grade III and earned ten (10) salary increments.
- Showing an average or above average performance according to the approved scheme of performance appraisal during a period of 10 years preceding the promotion.
- Should have continuously completed 05 years of satisfactory service immediately preceding the date of promotion.
- Should have achieved the necessary level of proficiency in second language.
- Successful completion of due Efficiency Bars.

Officers who are qualified to apply should complete the attached application form and send to Chairman, National Child Protection Authority, No.330, Thalawathugoda Road, Madiwela, Sri Jayawardenapura by registered post or by hand on or before 31.10.2022. "Application for grading" should be marked on the upper left hand corner of the envelope. For further information please contact Director- Administration and HR on 2778911/12 (ext 134).



Chairman
National Child Protection Authority