

**FORMAT I**

**Part - A**

Name of the Department/Division .....

අංශය/ අධ්‍යයනාංශය

I have seen the advertisement dated 06.03.2025 calling applications for grade to grade promotion for Non Academic–Non Administrative staff 2024

2024 වසරට අදාළ පරිපාලන නොවන අනාධ්‍යයන කාර්යමණ්ඩල ශ්‍රේණිගත උසස්වීම් සඳහා වන 2025.03.06 දිනැති දැන්වීම පිළිබඳව දැනුවත් වූනෙමි.

| <b>Name</b><br>නම | <b>Designation</b><br>තනතුර | <b>Signature</b><br>අත්සන |
|-------------------|-----------------------------|---------------------------|
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |
|                   |                             |                           |

**Part – B**

Assistant Registrar / Establishments (Non Academic)

Please find the above acknowledgements of the relevant staff of the Division/Department of ..... confirming that they have seen the said advertisement.

.....  
Head of the Department/Division

.....  
Date