Form A

Language Laboratory

Conducting Language Courses as per Public Administration Circular No. 18/2020

Department of Official Languages

	Relevant Language Proficiency Training Programme based on the Service Level - 100 hours ☐ 150 hours ☐ 200 hours ☐ (Primary) (Secondary) (Tertiary) (Cross (x) the relevant box) Sinhala ☐ Tamil ☐					
Serial No.	Name as it should appear on the Certificate	N.I.C No.	Place of Employment	Designation	Date of Appointment	Telephone No.

I hereby certify that the above information is accurate.

Date : ----------

Signature and Official Seal of

the Head of the Institution