

H.P. BOARD OF DEPARTMENTAL EXAMINATION
Examination of Gazetted Officers/Officials of Himachal Pradesh Government
April, 2012
Paper -1 Financial Administration (EVENING)

Time Allowed:-3 hours

Maximum Marks :100

- Note : (i) Attempt any two questions from Part-I and any three questions from Part-II.
(ii) Only approved reference books are allowed.
(iii) Quote rules in support of your answer where necessary.
(iv) All questions carry equal marks.
(v) Marks are given in brackets with each question.

PART -I

QN1. What are the duties and responsibilities of D.D.Os. (Drawing & Disbursing Officers) with reference to financial rules and instructions issued by the Finance Department from time to time . Please explain in detail.

(20)

QN.2. Explain process of appropriating money out of Consolidated Fund of State. How does the State Legislature ensures that the money should be utilized for the purpose for which it was sanctioned.

(20)

QN.3. What are the general rules of the Govt. regarding acquisition and purchase of Stores. What are the precautions to be adopted for upkeep and maintenance of Store & Stock articles.

(20)

QN.4. Write short notes on the following :-

- (a) Ex- Gratia Grant
- (b) Vote of Account
- (c) Planning Commission
- (d) R.T.I. Act,2005.

(5x4=20)

(Contd. Page-2) PTD

PART -II

QN 5. Name the minor penalties which can be imposed on a Govt. Servant under the Central Civil Service (Classification Control and Appeal Rules, 1965). Briefly describe the procedure prescribed for imposing a minor penalty on a delinquent official.

(20)

QN.6. (a) What are the different Classes of Pensions . Briefly state the conditions governing their grant.

(b) What are the duties of Controlling Officer in regard to the Scrutinizing and passing of Travelling Allowance bills.

(10+10)

QN. 7. Define any five of the following :

- (i) Substantive Pay
- (ii) Tenure Post
- (iii) Foreign Service
- (iv) Fee
- (v) L.O.C.
- (vi) Permanent Advance
- (vii) Joining Time
- (viii) Finance Commission
- (ix) Leave Not Due
- (x) Re-appropriation

(4x5=20)

QN. 8. Mr. X was drawing Pay of Rs. 21,060 plus Grade Pay of Rs. 4800 in the Pay Band of Rs. 10,300-34,800 plus 4800 with the date of Next Increment as on 1.12.2011. He was promoted on adhoc basis on 28.08.2011 to the post carrying Pay Band Rs. 15,600-39,100 plus 5400 Grade pay. His promotion was regularized retro- respectively (i.e. from the date of his adhoc promotion vide Notification dated 15.12.2011) Fix his pay from time to time.

(20)

QN.9 A Medical Officer in the Pay Band of Rs. 37,400 -67,000 + Grade Pay of Rs. 8,900, was drawing pay @ Rs. 42,120 plus Grade Pay Rs. 8,900/- + N.P.A. Rs. 10,530 and D.A. @ 51% superannuated from Govt. service (after 58 years) on 31.01.2011 ,rendering Qualifying Service of 25 years 2 months and 18 days. Calculate his Retirement Benefits given below:-

- (1) Pension
- (2) Family Pension
- (3) Retirement Gratuity
- (4) Commuted Value of Pension

(5x4=20)

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