

**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF IAS/ HAS OFFICERS OF HIMACHL  
PRADESH SESSION NOVEMBER, 2009**

**Paper-9 (Civil Service, Treasury and Financial Rules)**

**Time Allowed:3 Hours.**

**Maximum Marks: 100**

**Note:- (i) Attempt any five questions.**

**(ii) All questions carry equal marks.**

**(iii) Only Bare Acts/ Rules/ Approved reference books are allowed.**

**(iv) Quote rule (s) in support of your answer where necessary.**

**(v) Use of calculator is allowed.**

**(vi) Attempt all parts of question consecutively.**

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Q.No.1 Discuss in brief the salient features o each system of budgeting. Also discuss Its advantages and disadvantages.

- a) Traditional Budgeting
- b) Performance Budgeting
- c) Zero Base Budgeting
- d) Outcome Budgeting

**(4 x 5 = 20 Marks)**

Q.No.2 a) What are general conditions governing expenditure from Public Funds? Spell Out the main principles of financial property on which emphasis are generally Laid.

- b) What is the difference between the term “Appropriation” and “Re-appropriation”? What are the rules governing re- appropriation of funds?

**(10 + 10= 20 Marks)**

Q.No.3 Distinguish between the following:-

- a) Demands for Grants & Supplementary Demands for Grants
- b) Consolidated Fund and Contingency Fund.
- c) Charged and Voted Expenditure.
- d) Fee and Honorarium.

**(4x5= 20 Marks)**

Q.No.4 a) “Placing an employee under suspension equally hurts and employer, who loses The services of the employee during the period of suspension, but has to Continue paying him part of his emoluments (Subsistence Allowance)”. What Are the guiding principles in placing a Public Servant under suspension and Instructions to keep the number of officials under suspension to the barest Minimum and also to reduce the period of suspension to the minimum Possible term?

- b) “Every Collector shal make a sustematic inspection of the working of treasuries with the object of ensuring that the procedure actually observed at the treasury is in accordance with the rules and orders in all respects and the accounts and other records are properly maintained”. What are the instruction for carrying out an inspection of a treasury in the light of above statement?

**(10 + 10= 20 Marks)**

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Q.No.5 a) Mr. 'A' Drawing substantive pay of Rs.8100 with effect from 1.11.2004 in the Pay scale of Rs.7220-220-8200-275-10300-340-11660 was promoted on 20.12.2004 to the post which carries higher duties and responsibilities in the Pay scale of Rs. 7880-220-8100-275-10300-340-11660 on 28.12.2004 he Exercises his option to have his pay fixed under normal rules on 1.1.2005 after Earning the annual increment in the lower post. Fix his pay if he is promoted:

- (i) On adhoc basis.
  - (ii) On officiating basis.
- b) Calculate the following Pensionary benefits in respect of Mr.A whose Qualifying service at the time of retirement in 25 years 4 months 28 days and monthly Average Emoluments/ Emoluments are (a) pay Band: Rs. 18650/- (b) Grade Pay: s.5400/- & DA 27%:-
- (i) Pension
  - (ii) DCRG
  - (iii) Family Pension
  - (iv) Leave encashment for 240 days. **(10 + 10= 20 Marks)**

Q.No.6 Attempt the following:-

- (a) What are different forms of written communication which are used by a Department for different types of recognized modes of correspondence?
  - (b) Briefly explain the role of Supervisory officer as:-
- (i) Manager      (ii) Trainer      (iii) Staff Officer. **(10 + 10= 20 Marks)**

Q.No.7 a) What is Government servant's conduct in general under Central Civil Services (Conduct) Rules, 1964?

- b) What is Deposit Linked Insurance Scheme?
- c) What are Major & Minor Penalties under Central Civil Services (Classification, Control & Appeal Rules), 1965.
- d) What is the difference between stoppage of "one increment for three years" and "next increment for three years" **(4 x 5 = 20 Marks)**

Q.No.8 Explain in brief:-

- a) 'Family' for the purpose of LTC Rules?
- b) Can Government Servants be encouraged to take leave regular?
- c) Can a subscriber stop subscription to the Fund?
- d) Can the subscriber alter the rate of subscription?
- e) Various types of Cut Motions.
- f) What type and how much leave can be en- cashed at the time of superannuation and resignation?
- g) Entitlement of TA for change of headquarters during suspension.
- i) List different kinds of Travelling Allowances.
- j) List different classes of journeys.
- i) Carry over of LTC. **(2 x 10 = 20 Marks)**

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