

BOARD OF DEPARTMENTAL EXAMINATION, HIMACHAL PRADESH

Departmental Examination for IAS/HAS

Session October, 2015

Paper No.9: Civil Services, Treasury and Financial Rules for IAS/HAS

Time Allowed: 3 Hours

Maximum Marks:100

Notes:

- I) Attempt any Five questions.
- II) All questions carry equal marks.
- III) Attempt all parts of a question in consecutive order.
- IV) Only Bare Acts/Rules/Approved Reference Books are allowed.
- V) Hand outs, Made Easy and Guide etc. not allowed in side the Examination Hall.
- vi) Quote Rule (s) in support of your answer where necessary.

Q.No.1. (a) " Annual Financial Statement is reflection of policies and programmes of Government for ensuing financial year expressed in monetary terms". In the light of this statement, explain various objectives budgetary estimates seeks to achieve.

(b) Enumerate the duties and responsibilities of Controlling Authorities in respect of funds placed at their disposal for the relevant financial year.

(14+6=20 marks)

Q.No.2. (a) How do you define Suspension and deemed Suspension of a government Servant ? What are the grounds for Suspension and also explain entitlements of a government servants during the period of suspension?

(b) What are the administrative action which do not constitute penalty within the ambit of Central Civil Services (Classification, Control & Appeal) Rules, 1965.

(12+8=20 marks)

Q.No.3. (a) What steps must be taken by a Government Officer to ensure transparency, competition, fairness and elimination of arbitrariness in procurement process in order to achieve optimum results and at the same time to attain effectiveness, efficiency and economy in expenditure in government Department?

(b) Describe the procedure that must be followed for prompt disposal of unserviceable Items by the Head of the Office and Drawing and Disbursing officer when the facts have come to his notice through physical verification report or otherwise.

(12+8=20 marks)

Q.No.4. Distinguish between the following:-

- a. Substantive Pay and Subsistence Allowance.
- b. Fees and Honorarium.
- c. Retiring Pension and Compulsory Retirement Pension.
- d. Normal rate of Family Pension and Enhanced Rate of Family Pension.
- e. Full Pension and Residuary Pension under C.C.S(Commutation) Rules.

(5x4=20 marks)

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Q.No.5. Differentiate between the following:-

- a. Consolidated Fund and Public Account.
- b. Daily Allowance and Transfer Grant.
- c. Resignation given on technical grounds and other than technical grounds.
- d. Appropriation and Re-appropriation.
- e. Leave not Due and Extra Ordinary Leave.
- f. Voted Expenditure and Charged Expenditure.
- g. Probationer and On Probation.
- h. Overstayal of Leave and Overstayal of Joining time.

(8x2.5=20 marks)

Q.No.6. How the Computation of each of the following is made:-

- a. Superannuation Pension.
- b. Death Gratuity.
- c. Family Pension.
- d. Interest on G.P.F.
- e. Encashment of Leave.

(5x4=20 marks)

- Q.No.7. a. How will you process claims of a family of a government servant who is missing over a considerable period of time?
- b. How will you proceed against charge sheeted government servant as an Inquiry Officer under the provisions of CCS & CCA Rules, 1965 when summons could not be served upon him under normal process?
- c. What action will be taken against a government servant who is suddenly & unauthorisedly absent from office without prior intimation/sanction of Competent authority.
- d. How the case of suspended employee for increase or decrease in Subsistence Allowance beyond 3 months is to be dealt with and by which Authority. Is D.D.O competent to do so.

(5x4=20 marks)

- Q.No.8. (a) What checks are required to be exercised by the Drawing and Disbursing Officer before submitting bills for drawl of money from Treasury?
- (b) What are the guidelines for preparing the Annual Action Plan and what items are included in this process? What objectives are achieved by Annual Action Plan at Directorate, Collectorate and Secretariat level?

(10+10=20 marks)

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