

**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION FOR TEHSILDARS/ NAIB- TEHSILDARS  
OF HIMACHAL PRADESH SESSION, MAY- JUNE, 2009**

**PAPER-8 (LOCAL FUND, TREASURY AND FINANCIAL RULES)**

Note:- i) Attempt any five questions.

ii) All question carry equal marks.

iii) Only bare Acts, bare Rules and Notifications/ reference books are allowed.

Help books, text books, hand outs, guides, made easy editions are not allowed.

iv) Quote rule (s), instruction etc. in support of your answer where necessary.

v) Use of calculator is allowed.

vi) Indicate the same question number & its part as assigned in the question while answering the same.

vii) Try to Attempt all parts of question consecutively.

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- Q.No.1 a) What are general provisions in the Financial Rules while sanctioning grant- in Aid to an Institution/ Local Body/ Co- operative society?  
b) What kind of control can be exercised for ensuring that the money given as grant- in- aid has actually been spent properly, for the purpose for which it had been sanctioned and within reasonable time?  
c) What action should be taken if any amount of grant- in – aid remains unspent?  
d) What do you mean by the term ‘reasonable time’ for utilization of grant- in- in – aid? What are the instructions regarding release of installments of grant – in aid to small institutions? **(5 + 5+ 5+5= 20 marks)**
- Q.No.2 a) What do you mean by Permanent Advance or Imprest? Discuss the procedure For its sanction, expenditure out of this Account and its recoupment.  
b) What are different kinds of Travelling Allowance, as envisaged in the Supplementary Rules? Explain each in brief. **(10 + 10= 20 marks)**
- Q.No.3 a) Mr. ‘X’ drawing substantive pay of Rs. 8100 with effect from 1-1-2006 in the Pay scale of Rs. 7220-220-8100-275-10300-340-11660 is promoted on 18-01-2007 to the post which carries higher duties and responsibilities in the pay Scale of Rs. 7880-220-8100-275-10300-340-11660.He remained on Extra Ordinary Leave without Medical certificate w.e.f. 13-11-2006 to 16-12-2006. Fix his pay (a) with option under FR 22 I(a) (I) and (b) without such option & Also indicate his next date of increment I both the cases.  
b) Calculate the flowing Pensionary benefits in respect of Mr. X whose Qualifying Service at the time of retirement in 35 years 4 months 28 days and Monthly Average Emoluments/ Emoluments are (a) Basic Pay: Rs. 12000/-- (b) DP 50%, (c) IR 20% & (d) DA 54%:-  
(i) Pension,  
(ii) DCRG  
(iii) Family Pension  
(iv) Leave encashment for 290 days of Earned Leave at credit.  
(v) Commutation Value considering age on next birth day 59 years.  
**(10 + 10 = 20 marks)**

- Q.No.4 a) What are ‘**The Consolidated Fund**’, ‘**The Public Account**’ and ‘**The Contingency Fund**? Explain each with suitable examples where possible.  
b) Explain different kind of leave a enumerated in the Central Civil Services (Leave) Rules, 1972. **(10 + 10= 20 marks)**
- Q.No.5 Distinguish between:-  
a) Appropriation Accounts & Finance Accounts  
b) Demands for Grants & Supplementary Demands for Grants.  
c) Vote on Account & Vote of Credit  
d) Appropriation & Re- appropriation. **(5 + 5 + 5 + 5 = 20 marks)**
- Q.No.6 a) Name various Committees of Legislature. Briefly explain its constitution & Functions.  
b) Briefly explain different forms of written communications used by a department for different types of recognized modes of correspondence. **(10 + 10 = 20 marks)**
- Q.No.7 Attempt the following:-  
a) What is the difference between (i) Short- notice (ii) Starred & (iii) Unstarred Assembly Questions.  
b) What are Major & Minor Penalties under Central Civil Services (Classification, Control & Appeal Rules), 1965.  
c) Briefly explain the role of Supervisory officer as (i) Manager, (ii) trainer & (iii) Staff Officer.  
d) What is Government servant’s conduct in general under Central Civil Services (Conduct) Rules, 1964? **(5 + 5 + 5 + 5 = 20 marks)**
- Q.No.8 Comment on the following:-  
a) Mr. ‘A’ has gone on LTC for 10 days Earned Leave w.e.f. 3<sup>rd</sup> December, 2006 to 12<sup>th</sup> December, 2006 with two days suffix being Second Saturday & Sunday on 13<sup>th</sup> & 14<sup>th</sup> December. He joined his duty on 15<sup>th</sup> at 11-40 A.M. Mr. ‘A’ was asked to apply for half- a- day casual leave for coming late on 15<sup>th</sup> December, 2006.  
b) An Officer was placed under suspension when he was on sanctioned earned leave and departmental proceedings were initiated against him. He did not join his duties after completion of leave. He submitted his non- employment certificate but the officer didn’t pay his subsistence allowance.  
c) An employee had been ordered on transfer from the Office stationed at ‘X’ to station ‘Y’ in public interest from where he was relieved to join his duties at new place of posting. He proceeded on leave on Medical Certificate for 60 days in two spells. He got his adjustment in the Office stationed at ‘Z’. He submitted his leave application alongwith MC with fitness certificate to the Head of office stationed at ‘X’ who had drawn & disbursed his leave salary.  
d) An officer with about 10 years of service requests for a copy his service Book.  
e) An employee request for retention of his GPF accumulations on the date of his retirement even after his retirement till he requests for its withdrawl. The concerned office stops paying interest after six months. **(4 + 4 + 4 + 4 + 4= 20 marks)**