

**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION FOR OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011**

**PAPER-1            [(FINANCIAL ADMINISTRATION) MORNING]**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

- Note:-** 1. Attempt Five questions in all (two questions from Part-I and three Questions from Part-II)  
2. All questions carry equal marks.  
3. Reference books as approved by the H.P. Govt., notifications and use of Calculator are allowed.  
4. Link the answer with reference to the rule and orders relating to the H.P. Govt.
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**PART-I ( Attempt any two questions)**

- Q.No.1    Discuss the functions of Finance Commission of India. How does its role differ From planning Commission. **(20 marks)**
- Q.No.2    Briefly describe the statement of Excesses and Surrenders, with objectives and Importance of submission of these statements by Head of Departments. **(20 marks)**
- Q.No.3    Write short notes on the following:-  
a) Zero Based budgeting.  
b) Consolidated Fund.  
c) Vote of Account.  
d) Contingency Fund. **(4 x 5= 20 marks)**
- Q.No.4    Briefly describe Re- appropriations and supplementary appropriations. Where Are reappropriations not permissible **(15 + 5 = 20 marks)**

**PART-II (Attempt any three questions)**

- Q.No.5    Distinguish between any four of the following:-  
a) Compassionate Allowance and Compensation Pension;  
b) Commuted pension and Invalid Pension;  
c) Paternity Leave and Maternity Leave,  
d) Death Gratuity & Ex- Gratia Grant;  
e) Mileage Allowance and Daily Allowance. **(4 x 5= 20 marks)**
- Q.No.6    Briefly describe the terms and conditions for grant of Study Leave. Can it be Combined with any other kind of regular leave? If yes, for what maximum Period. **(20 marks)**

Q.No.7 Write short notes on the following:-

- a) GPF Deposit Linked Insurance Scheme.
- b) Permanent Traveling Allowance.
- c) TA on Temporary Transfer.
- d) Subsistence Allowance.

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

Q.No.8 Briefly describe the procedure for purchase and acquisition of articles of stores by Departmental Officers and importance of periodic checks and inspections Of stores.

**(20 marks)**

Q.No.9 Mr. Banke Ram with following particulars of service retired from Himachal Government Service w.e.f. 31.07.2011 on attaining the age of superannuation:

1. Date of Birth	=	01-08-1953
2. Date of Joining Govt. Service	=	30-04-1981
3. BP & GP on the date of retirement	=	Rs. 25780 & Rs.6600
4. Period of non- qualifying service	=	05 months 29 days
5. Un- availed Earned Leave at credit	=	300 + 5 days.

From above particulars work out his retirement benefits i.e. pension, retirement gratuity, commuted value of pension, family pension & Leave encashment.

**(20 marks)**

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**PAPER-1      [ FINANCIAL ADMINISTRATION ( EVENING)]**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:-a) Attempt any two questions from part-I and any three questions from part –II.**

**b) Only approved reference books are allowed.**

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

**d) Calculator may be used but use of any communication device is not allowed.**

**e) Attempt all parts of question consecutively.**

**f) Marks are given in brackets with each question.**

**g) All questions carry equal marks.**

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**PART-I**

Q.No.1 a) What are the functions of Planning Commission of India in Resource allocation of the State for implementation of the five year/ annual plans in federal structure? **(12 marks)**

b) Describe the organizational set up of planning Commission of India. **(8 marks)**

Q.No.2 Distinguish between the following terms:-

a) Consolidate Fund and Contingency Fund.

b) Voted Expenditure and Charged Expenditure.

c) Appropriation Bill and Appropriation Act.

d) Traditional budget and Performance Budget. **(4 x 5= 20 marks)**

Q.No.3 Discuss the Functions of Finance Commission of India. What factors does it take into consideration while making its recommendations? **(20 marks)**

Q.No.4 a) Define important points relating to H.P. Employees Group Insurance Scheme, 1984.

b) Define provisions of Financial Rules for Maintenance of Cash Book. What are the important points which are to be kept in view by the Drawing and Disbursing Officer while checking and signing the entries in the Cash Book? **(10 x 2= 20 marks)**

**PART-II**

Q.No.5 Differentiate between Suspension and Deemed Suspension. Explain the entitlements of government servant during his Suspension including recoveries which are permissible from subsistence allowance and other deductions which are not permissible under the rules. **(20 marks)**

Q.No.6 a) What difference do you find between entitlements of “ Earned Leave” and “Half Pay Leave”.

b) Following are the particulars of “Half Pay Leave” Account of Mr.”X” as per his service book:-

- (i) Balance in credit as on 1-1-2006 in Half pay leave Account = 150 days.
- (ii) A Govt. servant remained on extra ordinary Leave from 15-1-2006 to 27-5-2006.
- (iii) His period of service from 1-6-2006 to 30-6-2006 was treated as Dies non.
- (iv) Afford admissible credit of H.P.L. as on 1-7-2006 in Half Pay Leave Account. You are required to find out balance in the Half Pay Leave Account as on 1-1-2007.

**(10 x 2= 20 marks)**

Q.No.7 a) You are required to calculate qualifying service, monthly Pension, amount of Retirement Gratuity and commuted value of Pension as permissible under rules from the following particulars:-

1	Date of birth	10-6-1953
2	Date of entry into regular service	15-7-1977
3.	Date of Superannuation.	30-6-2011 (A.N.)
4.	Pay last drawn in pay Band-3 Rs.10300-34800/- plus Grade Pay Rs.3800/-	Rs.16580/- + Grade Pay Rs. 3800/- ( with effect from 1-9-2010 onward
5.	Dearness Allowance.	@ 45% of pay

The above officer opted for maximum commutation of pension as admissible under rules.

- (b) Also calculate the amount of family pension which would be payable to the widow if the above pensioners dies after the age of 61 years.

**(15 + 5= 20 marks)**

Q.No.8 What are the cannons of financial property which are required to be observed while incurring expenditure from the State Exchequer by a public servant?

**(20 marks)**

Q.No.9 A Government servant working in the Pay scale of Rs.10300-34800/- plus Rs.3200/-Grade Pay (in Pay Band-3 above), with effect from 1-1-2010, is promoted to higher post in the pay scale of Rs.10300-34800/- plus Grade pay of Rs.3800, with effect from 22-11-2010 and he joined his duties on promotion on 22-11-2010 (FN) itself. Fix his pay under both the situations, that is,

- (i) If he requests for fixation of his pay from 22-11-2010 straightway without exercising Option.

- (ii) If he opts for fixation of his pay by way of exercising option under saving clause to FR-22.1 (a) 1, by retaining date of increment of the lower pay scale.

**(10 x 2= 20 marks)**

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हिमाचल प्रदेश विभागीय परीक्षा बोर्ड  
हिमाचल प्रदेश के अन्य राजपत्रित अधिकारियों/ कर्मचारियों के लिए  
विभागीय परीक्षा सत्र अक्टूबर, 2011

पेपर न. 2 व 4

( हिन्दी )

समय : 2 घन्टे

कुल अंक : 60

- नोट – 1. सभी प्र न करें  
2. प्रत्येक प्र न के अंक कोष्ठक में दिए गए हैं
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प्र न-1 Translate the following passage into simple Hindi

The increasing instances of corruption in democracy have made the idea of a real democracy a utopia. It is not to say that autocratic regimes are free of corruption. But democracy, which is a liberal order, often breeds a sense of apathy among its members towards the common cause. A democracy provides a vast range of rights. But these rights often go unmatched by corresponding duties and so, these rights get constricted in their meaning. People, with the help of this liberal order, use their rights to enhance their own position. This, obviously, mars the very basis of a democracy and leads to a state of chaos. We claim that the Indian democracy is the largest democracy. But the way it functions today goes against all democratic ideals and values which guided us when this democracy came into being. Corruption has seeped in so deep in social life that we have learnt to live with it, without questioning any corrupt act. The political front is not free from this malady. Our politicians being corrupt has become norm rather than an exception. This has led us to lose faith in electoral politics, a vital aspect of democracy provided a platform for corruption to grow. Political parties go to any extent to garner votes and they do mind indulging in criminal activities to come to power. In India, though there is a stated limit to control campaigning expenditures, no party adheres to it. Politicians use money and muscle power to threaten people to vote in their favour. It is well known how election booths are rigged. The fundamental basis of democracy, universal adult franchise, is sometimes denied to people. People do not have a say in the election of their rulers and the way they are ruled.

(15 अंक)

प्र न-2 Translate any five into Hindi

- (i) Bye- Laws
- (ii) Memorandum
- (iii) Misappropriation
- (iv) Needful
- (v) In partial modification
- (vi) Notification
- (vii) Procedure

(10 अंक )

.2.

प्र न-3 Translate into simple Hindi.

1. They are only hand to mouth
2. Ex- post- facto sanction can be granted
3. Heaven will not fall.
4. He was left high and dry.
5. Arrogance, not liked by any body.

(10 अंक )

प्र न- 4 निम्नलिखित प्र नों के यथानिर्दिष्ट उत्तर दीजिए-

( क ) किन्ही चापर मुहावरों के अर्थ लिख कर उनके वाक्य बनाइए -

- (i) अन्धे की लकड़ी (ii) अपनी खिचड़ी अलग पकाना (iii) कलेजे पर सांप लोटना  
(iv) ईद का चांद होना (v) छक्के छूटना

( 5 अंक )

( ख ) निम्नलिखित में से किन्हीं चार के तीन- तीन पर्याय दिजिए -

- (i) अनंग (ii) अग्नि (iii) पंकज (iv) सूर्य (v) समुद्र

( 5 अंक )

( ग ) निम्नलिखित में से किन्हीं चार भावों को भुद्ध करके लिखिए -

- (i) कवी (ii) सौभाग्यवति (iii) घोरा (iv) सम्बन्ध (v) कृपया

(5 अंक )

प्र न- 5 माननीय मन्त्री लोक निर्माण विभाग, हिमाचल प्रदेश को पत्र लिखें। पत्र में इस बरसात में हुई सड़कों की खराब हालत का विवरण करें। तथा समाधान भी सुझाएं।

(10 अंक )

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**PAPER-3 (RULES AND ACTS FOR AGRICULTURE DEPARTMENT)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1. Attempt any five questions.**

**2. All questions carry equal marks.**

**3. Reference books of bare Acts and Rules allowed.**

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Q.No.1 (i) Describe potentials & Strategies for development of Agriculture in Himachal Pradesh. **(10 marks)**

(ii) What are the potential challengers & threats to Himachal Agriculture? **(10 marks)**

Q.No.2 Describe National Mission on sustainable agriculture in view of climate change, areas crucial to agriculture in adopting climate change & their management. **(20 marks)**

Q.No.3 (i) What is contingency crop planning? Give contingency plan for Kharif & Rabi crops if drought prevails for longer time at the time of sowing. **(15 marks)**

(ii) What strategy should adopted for management of drought? **(5 marks)**

Q.No.4 (i) Describe key features of National policy for farmers. **(10 marks)**

(ii) What is the potential & scope to promote Organic farming in the State, what are the steps in the process for certified Organic agriculture? **(10 marks)**

Q.No.5 What is the target of growth in Agriculture sector in 11<sup>th</sup> plan. What are the major flagship programs initiated by Government of India and State Government to achieve the growth target in 11<sup>th</sup> plan. **(20 marks)**

Q.No.6 Define the following:-

- |                         |                         |
|-------------------------|-------------------------|
| (i) Seed.               | (v) Soil sterilization. |
| (ii) Mixed fertilizer   | (vi) Alkaline soils.    |
| (iii) IPM               | (vii) GM Seeds.         |
| (iv) Precision farming. | (viii) Regulated market |
- (20 marks)**

Q.No.7 (i) What is seed control order? Describe role of Seed Inspector in inspection and punishment. What are the penalties? **(10 marks)**

(ii) What are the penalty clauses in Fertilizer Control Order if fertilizer sample is declare "Non- standard"

Q.No.8 (i) What is Contract farming, How the Contract is registered under the provision of H.P. Agriculture Horticulture Produce Marketing Development & Regulation" Act, 2005. **(10 marks)**

(ii) Describe constitution & functions of HP Seed & Organic Produce Certification Agency. **(10 marks)**

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**PAPER-3 ( RULES AND ACTS FOR ANIMAL HUSBANDARY DEPTT.)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions. All questions carry equal marks.**

Q.No.1 How will you estimate age of a non pedigree cow in a vetero-legal case.

Q.No.2 Describe in detail the rules to be followed while doing meat inspection

Q.No.3 Write short notes on following:-

1. Chemical composition of wool and its physical properties.
2. Techniques for conservation of fodder.
3. Different methods for packing of milk, their advantages and disadvantages.
4. Role of Co- operatives in Dairy Development

Q.No.4 a) While examining a breeding bull, what observations will you make before certifying it for sound health?

b) What different factors will you consider while suggesting adoption of a particular livestock based enterprise like dairy farming/ poultry farming/ Sheep rearing to a farmer.

Q.No.5 Write short notes on the following:-

1. The Himachal Pradesh Prohibition of Cow Slaughter (Amendment) Act, 2010
2. HP Service Guarantee Bill, 2011.

Q.No.6 Describe Breeding Policy for cattle in the State with its objectives. Give overview of social attitude and other constraints in breed improvement work in Cattle.

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**PAPER-3    (RULES AND ACTS FOR P.W.D. DEPARTMENT)**

**Time Allowed; 3 Hours**

**Maximum Marks: 100**

**Note:- Attempt all Questions.**

**(Books, specifications, IS codes, Acts not allowed)**

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Q.No.1 (i) Define Temporary and Work Charged Establishment.

- (ii) What is the procedure for the transfer of Sub- Divisional charges.
- (iii) What do you mean by Administrative Approval, Expenditure Sanction and and Technical sanction for a new work. What are the powers of C.E., S.E. & E.E. in this regard.
- (iv) What are the powers. Which have been delegated to the following to sanction rates for additional and substituted items of the work in respect of each contract and for deposit works; C.E., S.E., E.E. **(4 x 5 = 20 marks)**

Q.No.2 (i) What procedure is to be followed for the sale or dismantlement or transfer of Govt. building and competent Authority to accord sanction/ acceptance of tender. **(5 marks)**

- (ii) What procedure is to be followed for the loss of Muster Roll & Measurement Book. **(5 marks)**
- (iii) What is the procedure being followed for the hiring of accommodation for the Govt. Departments and powers to issue Rent Reasonable Certificate. **(5 marks)**
- (iv) What is the procedure for rescinding the contract/ work. **(5 marks)**

Q.No.3 (i) Define Casual Leave, Special Casual Leave and compensatory Leave. **(5 marks)**

- (ii) Define Annual Confidential Reports, What procedure/ time schedule/ time schedule should be observed in the recording of ACS's. **(5 marks)**
- (iii) Define Earnest Money, Security Deposit and performance Guaranty **(5 marks)**
- (iv) What is the Mission Statement of HPPWD **(5 marks)**

**-2-**

Q.No.4 Write brief note on any **four** of the following:-

- (i) The Salient features of Himachal Pradesh. **(5 marks)**
- (ii) Pradhan Mantaree Gram Sadak Yojna. **(5 marks)**
- (iii) MNREGA **(5 marks)**
- (iv) MLA Priority Works. **(5 marks)**
- (v) Different types of roads in Himachal Pradesh. **(5 marks)**

Q.No.5 Write short Note on any five of the following:-

- (i) Arbitration Act **(4 marks)**
- (ii) Land Compensation Act **(4 marks)**
- (iii) Clause 10.C.C. of PWD Form 7/8 (Price escalation) **(4 marks)**
- (iv) Clause 5 (Extension of time) **(4 marks)**
- (v) Workman Compensation Act. **(4 marks)**
- (vi) H.P.Road side land Contract Act. **(4 marks)**

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**PAPER-3      (RULES AND ACTS FOR HORTICULTUE DEPARTMENT)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1. First question is compulsory. Attempt any five question in all.  
2. Books are not allowed inside the examination hall.**

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**Q.No.1 a) Write short notes on any two of the following:-**

1. Vegetables propagations of litchi.
2. Premature leaf—fall of apple.
3. Mango mal- formation. **(2 x 3= 6 marks)**

**b) How much approximate area one anti- hail gun can effectively control hail. **(1 marks)****

**c) How much proportion of pollinizer varieties should be in an ideal apple orchard.  
Name any two pollinizer varieties. **(2 marks)****

**d) Name any two varieties of straw- berry. **(1 marks)****

**e) What are the qualifications required for appointment of Insecticide Inspector  
under the Insecticides Act- 1968. **(2 marks)****

**f) Give the Scientific name of any four of the following:-**

- (i) Litchi
- (ii) Anar
- (iii) Apple
- (iv) Mango
- (v) Mandarin
- (vi) Italian Honey Bee. **(4 marks)**

**g) Give the Casual oranism of any four of the following:-**

- (i) Peach leaf curl.
- (ii) Apple Scab.
- (iii) Pre- mature leaf fall in apple.
- (iv) Citrus Canker.
- (v) Powdery mildew of mango. **(4 marks)**

**h.) What is the penalty for any person who contravene any provision of The HP  
Fruit Nurseries Registration Act, 1973. **(2 marks)****

- (i) HMNEH.**
- (ii) NABARD**
- (iii) APEDA**
- (iv) MNAREGA**
- (v) RKVY **(4 marks)****

- j) What are the circumstances under which duplicate licence under the HP Fruit Nurseries Registration Act, 1973 can be issued and what is the fee for duplicate licence. **(2 marks)**
- Q.No.2 a) What are the qualifications required for appointment of Fertilizer Inspector under The Fertilizer (Control) Order 1985? **(2 marks)**
- b) What general measures and precautions should be observed while drawing samples of fertilizer under the Fertilizer (Control) Order, 1985? **(8 marks)**
- c) Describe in brief scope of Bee- keeping Industry in HP and importance of Honey bee in increasing fruit productivity. **(8 marks)**
- Q.No.3 a) Describe the procedure for supplying/ obtaining information under RTI Act, 2005. In your opinion, how the Act could be effective in exposing corruption. **(9 marks)**
- b) With reference to RTI Act, 2005, explain the functions/ duties of the following:-
- State Chief Information Commissioner.
  - Appellant Authority.
  - Public Information Officer. **(9 marks)**
- Q.No.4 a) Name and describe three major problems in cultivation of Mango under HP conditions and suggest remedial measures. **(10 marks)**
- b) What are the duties of Insecticide Inspector under The Insecticides Act, 1988? **(8 marks)**
- Q.No.5 a) Write short notes on the following:-
- Organic Farming.
  - Reasons of fruits drop.
  - Flower cultivation in HP.
  - Citrus canker. **(4 x 3= 12 marks)**
- b) Describe the powers of Inspector appointed under The HP Agriculture Pests, Diseases & Noxious Weeds Act, 1969. **(6 marks)**
- Q.No.6 a) What do you mean by diversification of Horticulture? Discuss major fields where diversification is necessary at present in Horticulture in H.P. **(10 marks)**
- b) Discuss the role of Panchayati Raj Institutions in the development of Horticulture. **(8 marks)**
- Q.No.7 a) What is new name for HTM and describe in detail its main objective? How it is helpful in improving the development of Horticulture Industry in HP? **(9 marks)**
- b) Describe in detail the procedure for getting a nursery registered under the HP Fruit Nurseries Registration Act, 1973. **(9 marks)**
- Q.No.8 a) What do you mean by MIS for horticultural crops and discuss its advantages disadvantages? **(6 marks)**
- b) What steps would you suggest for the effective implementation of MIS in HP? **(4 marks)**
- c) Describe the role of Departmental Fruits Canning Units. **(8 marks)**

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**PAPER-3      (RULES AND ACTS FOR FOREST DEPARTMENT)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1. All questions are compulsory.**

**2. Quote relevant rule, section of law wherever applicable.**

**3. Bare Acts, rules, Forest Manuals, reference books are allowed.**

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- Q.No.1 a) What is the procedure for confiscating vehicle carrying illicit timer?  
b) What is the procedure for the disposal of seized perishable property?  
c) Who is the Appellate Authority in this case? Can the judgment be further challenged?  
d) What is the Van Thana Policy? **(5 x 4= 20 marks)**

- Q.No.2 a) What is the Protected Area Network?  
b) What are Conservation Reserves and Community Reserves?  
c) How can a DFO settle animal damage case of death and injury to man?  
d) What procedure a forest officer should follow if Schedule 1 animals is killed by villager? **(5 x 4= 20 marks)**

- Q.No.3 a) What are the powers of forest officer to evict encroachment?  
b) What is the new TD policy for grant of timber to right holders?  
c) What is the procedure to fell nationalized species in Private Lands?  
d) What procedure will be adopted to transfer one hectare of forest land? **(5 x 4= 20 marks)**

- Q.No.4 a) What are GPS and GIS? How can it be useful to protect forest boundaries?  
b) What wash is used to depict conifers in a CH file Map?  
c) What is the procedure to prepare, check and sanction an estimates?  
d) What is the scale of Management Map and CH file Map?

OR

Write short notes on the following:-

- a) Commutation and Gratuity.  
b) Capital and Revenue Expenditure  
c) Paternity and Maternity Leave  
d) Public Accounts Committee and Estimates Committee. **(5 x 4= 20 marks)**

- Q.No.5 What procedure is followed to inflict a penalty on an erring official? Explain briefly the major penalties? **(20 marks)**

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**PAPER-3                      ( S.A.D.)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions.**

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- Q.No.1    “All important events in the service career of a Government employee must find mention in the service book”. In the light of this statement, discuss the provisions regarding the maintenance of service book”. **(20 marks)**
- Q.No.2    Discuss in brief the following:-  
          (i) Vote on account.  
          (ii) Supplementary Demand for grant.  
          (iii) Consolidated funds of the State.  
          (iv) Matters requiring consultations with Public Service Commission. **(20 marks)**
- Q.No.3    Differentiate between the following:-  
          (i) “Censure” & “Warning”  
          (ii) “Dismissal & Removal from service”  
          (iii) “Compassionate allowance” & Subsistence allowance”  
          (iv) “Major penalty” & Minor penalty” **(20 marks)**
- Q.No.4    Discuss the provisions regarding affecting purchases of store/ stock in Government offices. **(20 marks)**
- Q.No.5    Draft a demi- official letter from the Principal Secretary (Training) to all the Heads of the Departments emphasizing the need for implementation of State Training Policy indicating inter- alia the benefits of:  
          (i)     Setting up “institutional mechanism” for imparting training.  
          (ii)    Framing of Training Manual. **(20 marks)**
- Q.No.6 (i) Can departmental inquiry run concurrently with the criminal proceedings?  
          (ii) Differentiate between the efficiency and effectiveness and what measures would you suggest to enhance the same in H.P. Public Sector Undertakings? **(20 marks)**
- Q.No.7    Write a note on the following:-  
          (i) Sealed cover procedure.  
          (ii) Result Frame work Document.  
          (iii) Weeding out the record.  
          (iv) Dies- non **(20 marks)**
- Q.No.8    Draft a self contained proposal for the consideration of Director, Institutional Finance suggesting the benefits of “out – sourcing non- core activities” by all the HP Public Sector Undertakings. **(20 marks)**

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**PAPER-4            (S.A.D)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt all questions.**

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**Q.No.1** Prepare a logical note putting together points given below in appropriate order, advising that matter should be taken to Cabinet to over- rule opinion of Finance Department. **(33 marks)**

- (i) Approved fleet strength of light vehicles for Directorate of Land Records is vehicles.
- (ii) Condemned vehicle has seen an expenditure of Rs. 4,00,000/- on repair against purchase cost of Rs. 3,25,000/-
- (iii) Attached vehicle for DLR has been sought.
- (iv) Old vehicle purchased in 2002 was condemned by Committee constituted for this purpose.
- (v) Total vehicles in DLR office are three.
- (vi) Finance Department has advised that taxi may be hired in placed of condemned vehicle.
- (vii) Government policy says attached vehicle for HoDs should be provided, preferably in the shape of Swift Dzire.
- (viii) DLR is using an Ambassador Car purchased in 2006 which will be transferred to pool.

**Q.No.2** Using the facts given below, write a self contained note, logically justifying either rejection of the proposal received from Director, Health Services or favouring the proposal and Seeking concurrence of Finance Department. **(34 marks)**

- (i) A letter has been received from Director, Health Services (DHS) asking for permission to open a new PHC at place “ X’ in district Una.
- (ii) The proposed PHC at ‘X’ will cover 3 Gram Panchayats with a population of 12,554. It will be less than 1 Km. from an existing Ayurvedic Health Centre. The nearest PHC at ‘ Y’ is about 8 Kms. away and the district hospital is 22 Kms. away.
- (iii) The DHS has stated that the proposal has been prepared on the basis of an announcement by the Chief Minister that PHC at ‘X’ will be opened as per norms and justification.
- (iv) DHS has sought creation of posts of 2 GDOs, 3 Staff Nurses, 2 Pharmacists, 2 Laboratory technicians, 1 Clerk and 4 Class-IV as per original norms for staffing of PHC.

- (v) Norm for Category I PHC is one Doctor and One Pharmacist and outsourcing of sweeping arrangements.
- (vi) GOI Norm for opening PHC in hill areas required serving a population of 20,000. However, in HP on average, PHC have an average population of a little over 13000 and there are PHCs serving as little as 3000 persons.

Q.No.3 Please attempt a Cabinet Memorandum by placing paras below in a suitable order and also give suitable sub headings at appropriate places in the CMM Note. **(33 marks)**

1. Approval of Hon'ble Chief Minister to place this matter before CMM has been **obtained. Point for consideration**  
Whether the proposal at para \_\_\_\_\_ above be approved?
2. Comments of Finance Department were not necessary since the proposal has been cleared by HP Infrastructure Development Board.
3. The Shalvi SHP was allotted to M/S BLA Hydero Power Pvt.Ltd. for an installed capacity of 7 MW during January, 2009 and upfront premium was deposited by the firm during February, 2009. The PIA was executed with the company Accordingly the company was given the following options vide letter No. MPP-F (2) – 3/2009 dated 29-3-2010.
  - a) There is no provision in the Hydro Power Policy of the state to allot an alternative project and as per policy all projects above 5 MW are to be allotted to private sector on ICB route.
  - b) In case the project is not techno- economically viable for allotted capacity, company may surrender the project to the Government. The Govt. will refund 100 % of the upfront premium paid by the company without interest with the cancellation of the pre Implementation Agreement dated 02-03-2009.
  - c) In case the capacity of the project is firmed up at less than the allotted capacity, you have the option to continue with the project allotment and the upfront premium to the extent of rduced capacity on pro- rata basis shall be refunded to you. Other terms and conditions shall continue as given in the PIA date 02-03-2009.
5. The Company represented that they were keen to take up a suitable HEP in Himachal Pradesh. Their consultants and Engineers were of the opinion that Shalvi may not be viable even under the below 5 MW policy due to excessive cost of civil works and risk factors. The company sought allotment of Chobia SHP (15 MW) in Distt. Chamba, HP as an alternative project in lieu of Shalvi SHP.
6. The IPP Submitted the DPR of Shalvi SHP (4.50 MW) in Distt Shimla of Himachal Pradesh for Techno Economic Clearance. After examination of DPR the IPP was asked to submit the revised proposal for an installed capacity of 4.75 MW. The TEC for Shalvi SHP (4.75 MW) was accorded by Directorate of Energy.
7. The implementation of the project comes under the purview of Himurja as such the fresh PIA/ IA will be signed by the company with that agency.



8. The matter was brought before HPIDB because of the peculiar circumstances of the case but since there is no provision in the Hydero Power Policy of the state for allotting above 5 MW projects directly to the company and all projects above 5 MW are to be allotted to private sector on ICB route, it was decided that the decision conveyed earlier (para note 3) be reiterated while clarifying that in case the project is reduced to a capacity of up to 5 MW or less, it will be governed by the policy related to projects up to 5 MW.
9. The company after carrying out hydrological observations, initial surveys and investigation works had prepared and submitted the PFR and represented that the project would not be able to generate 7 MW and would not be viable. The PFR prepared by the company was sent to HPSEB for comments by Pr.Secretary (Power). HPSEB/ DOE examined the PFR and offered/ sent the comments to the Department.
- 10 It is proposed that:-
- a) to transfer the project along with relevant record for implementation to Himurja.
  - b) To cancel the already signed PIA on dated 02-03-2009 and sign fresh PIA/ IA as applicable for the projects below 5 MW.

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
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**PAPER-5 (CASE RELATING TO SERVICE/ FINANCIAL RULES FOR SAD)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1. Attempt any five questions.**

**2. All questions carry equal marks.**

**3. Indicate the same question number & its part as assigned in the question number while answering the same.**

**4. Try to Attempt all parts of question consecutively.**

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Q.No.1 (a) What are general conditions governing grant of leave under CCS (Leave) Rules, 1972?

(b) What is the procedure for drawing money from Treasuries?

**(10 + 10= 20 marks)**

Q.No.2 a) What benefits an employee will get who is retiring on **Superannuation**?

What additional benefits his family will get in case of his death after superannuation? Whether second wife is eligible for family pension?

b) An officer was transferred from Shimla to Chamba in public interest and handed over to charge on 9<sup>th</sup> September, 2011. On 16<sup>th</sup> September his orders were modified and he was ordered to join at Nahan instead of Chamba.

Calculate the joining time admissible to the officer and also state when he should join his new place of posting at the latest.

**(10 + 10= 20 marks)**

Q.No.3 Write short notes on the following:-

a) Cadre?

b) Combination of Appointments?

c) Lien?

d) Different kinds of Traveling Allowances.

**(5 + 5 + 5+ 5= 20 marks)**

Q.No.4 a) What are the basic conditions for removal of anomaly by stepping up of pay of Senior on Promotion drawing less pay than his junior?

b) Mr. 'X' drawing substantive pay of Rs.24,000/- with effect from 1<sup>st</sup> July, 2010 in the pay band of Rs.10300- 34800 + 4200 Grade Pay is promoted on 12-05-2011 to the post which carries higher duties and responsibilities in the pay band of Rs.10300- 34800 + 5,000 Grade Pay on Adhoc basis. On 15<sup>th</sup> May, 2011, he exercises his option to have his pay fixed under normal rules on 1<sup>st</sup> July, 2011 after earning the annual increment in the lower post. Fix his pay and indicate the Date of Next Increment (DNI)

**(10 + 10=20 marks)**

Q.No.5 a) What is Government servant's conduct in general under Central Civil Services (Conduct) Rules, 1964?

b) What is suspension and why is it resorted? How suspension is different from deemed suspension?

**( 10 + 10= 20 marks)**

Q.No.6 Differentiate between the following:-

- a) Maternity leave & Paternity Leave.
- b) Censure & Warning
- c) Major Penalty & Minor Penalty
- d) Daily Allowance & Mileage Allowance

(5 + 5 + 5 + 5 = 20 marks)

Q.No.7 Mr. 'A' Senior Assistant is on unauthorized leave i.e. without any prior permission since June 27, 2011. He was advised to report for duty through the letters dated 1<sup>st</sup> July 2011, 15<sup>th</sup> July 2011, 12<sup>th</sup> August, 2011 and 8<sup>th</sup> September, 2011 by the competent authority but he failed to respond to the aforesaid communications and remains on unauthorized leave continuously since June 27<sup>th</sup>, 2011. His following attendance record also shows that he is habitual absentee for the year 2011:

Form (inclusive of)	To (inclusive of)	Number of days
January 17, 2011	January 19, 2011	3
March 10, 2011	March 11, 2011	2
May 09, 2011	May 13, 2011	5
June 06, 2011	June 10, 2011	5
June 27, 2011	Till date	

He was advised and counseled by the Branch Officer many times about his habitual absenteeism. He was also warned vide letter dated May 28, 2011 about his unscheduled and unauthorized absence; however, he showed no improvement in his conduct and again went on uniformed leave from 6<sup>th</sup> to 10<sup>th</sup> June 2011. His unauthorized absence not only impacts the office work and normal operation of the office, it puts stress on other employees in the Branch. This willful and habitual absenteeism on his part amounts to misconduct under the Rules. Keeping in view the above; the competent authority decide to initiate departmental proceedings against him under the rules.

Draft a charge sheet under relevant rule of Central Civil Services (Classification, Control & Appeal) Rules, 1965 against Mr. 'A' Senior Assistant. (20 marks)

Q.No.8 (a) **What is the procedure and guidelines to be followed for the promotion of Government servants against whom disciplinary/ court proceedings are pending or whose Conduct is under investigation?**

- b) What are the conditions on which service counts for an increment in a Pay Band? (10 + 10 = 20 marks)

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
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**PAPER-3      (LAW OF CRIMES & EXCISE LAWS)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Notes:- 1. Attempt any five questions. All questions carry equal marks.  
2. Relevant Provisions of Acts & Rules are allowed in Examination Hall.  
3. Only bare Acts & Rules are allowed inside Examination Hall.**

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**Q.No.1    Discuss in following in brief:-**

- (i) Spirit
- (ii) Malt Whisky
- (iii) Pass/ permit
- (iv) Excise duty
- (v) Cognizable offence
- (vi) Public servant
- (vii) 'Ganja' under NDPS Acts, 1985
- (viii) 'Addict' under NDPS Act, 1985
- (ix) Psychotropic substance'
- (x) 'Excise bottle'

**(10 x 2=20 marks)**

**Q.No.2    A public servant has willfully forged the valuable security for monetary consideration. Under what section of IPC, the offence stands committed. Narrate the punishment and by what Court the same is triable? Discuss the various proposition in detail?**

**(20 marks)**

**Q.No.3 (i) A person is driving on a public way rashly or negligently to endanger human life. What is the quantum in of proposition in detail?**

**(20 marks)**

**(ii) A person is giving false evidence in a judicial proceeding. What is the sates of punishment. Illustrate with example & specify the section of IPC.**

**(10 + 10= 20 marks)**

**Q.No.4    An Assistant Excise & Taxation Commissioner of the District receives a phone call pertaining to transport of charas in a vehicle from Place A to Place B within an hour. What are the various steps taken up under NDPS Act, 1985. Also mention the various sections under which the process is to be completed up to the arrest of accused. impounding of vehicle and handing over the case property. It is worth mentioning here that the charas is under the driving seat in a jute bag wrapped in polythene.**

**(20 marks)**

Q.No.5 An Excise & Taxation Officer has definite information in possession that an individual has stored Narcotic substance in his house. What steps are to be observed under what section so that the intoxicant/ narcotic substance along with accused can be nabbed. Do you feel that Excise Officer needs any authorization or warrant from any Magistrate if not, why? Illustrate with example? **(20 marks)**

Q.No.6 (i) Narrate the various steps observed while allotment of licenses L-2, L-14, L-14 A and L-20B is carried out.  
(ii) A Licensee is possessing a L-2 & L-14 licenses. Further the licensee applies for L-4, L-5 license (Bar license) after completing all codal prerequisites. Is it admissible under Liquor license rules, 1986? **(10 + 10= 20 marks)**

Q.No.7 (i) Do you feel that the present policy of allotment/ renewal is advancing towards monopoly of liquor trade. Illustrate?  
(ii) What is proof litre. What is its significance in measuring the liquor? Convert 50 PLs of 65 to BLs (Nulk Litres)? **(10 + 10= 20 marks)**

Q.No.8 (i) There is a huge resentment of public to close a particular liquor vend with Mahila Mandals and even pressure consequently from the administration. You feel that on closure of vend, the illicit liquor mafia shall have command over the area. What should be your action as an Excise Officer to handle the situation and protect government revenue and convince people as well. Discuss?  
(ii) Do you feel that consumption of Country liquor has gone down? If yes, narrate the reasons. What is your opinion about MRP and affixing of holograms. Narrate? **(10 + 10= 20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
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**PAPER- 4 (SALES TAX LAW AND ALLIED TAXES FOR E.T.O.s)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1. Attempt any five questions. All questions carry equal marks.**

**2. Relevant provisions of Act and Rules must be quoted.**

**3. Only bare Acts are allowed inside examination hall.**

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- Q.No.1 a) Why persons/ dealers are authorized to collect the amount of tax payable under section 3 of Himachal Pradesh Taxation (On Certain Goods Carried by Road) Act, 1999? Elaborate in detail. **(10 marks)**  
b) Why every assessment made under Rule 4 © (2) of Himachal Pradesh Taxation ( On Certain Goods Carried by Road) Act, 1999? Elaborate in detail. **(10 marks)**
- Q.No.2 a) Elaborate in procedure of tax collection from contract carriages under HP PGT Act. **(10 marks)**  
b) Do you feel that the present procedure of levy of Passenger Tax optimizes revenue collection? Discuss. **(10 marks)**
- Q.No.3 a) What is sale in transit? How the transit sale gets regularized? **(10 marks)**  
b) Are declarations in form 'C' 'F', E-I' & 'E-II' needs to be verified before acceptance by Assessing Authority? If yes give reasons and discuss in detail. **(10 marks)**
- Q.No.4 a) Elaborate the rationale behind schemes such as "Home Stay Schemes" under Himachal Pradesh Tax on Luxuries (In Hotels and Lodging Houses) Act, 1979. **(10 marks)**  
b) Can the luxuries provided within a hotel premises but outside the room occupied by a client attract Luxury Tax? Elaborate in detail. **(10 marks)**
- Q.No.5 a) How a certificate of registration is issued under HP VAT Act? Explain. **(10 marks)**  
b) Explain the type of entries of goods should be incorporated in registration certification under CST Act. **(10 marks)**
- Q.No.6 a) Why the provisions of Input Tax Credit made under Himachal Pradesh Value Added Tax Act? Explain. **(10 marks)**  
b) Is there any provision to carry forward the claim of Input Tax Credit? Elaborate. **(10 marks)**
- Q.No.7 a) Explain three major steps to expand the tax base in the State. **(10 marks)**  
b) What five major steps you will take to optimize revenue collection under Himachal Pradesh Value Added Tax Act? **(10 marks)**
- Q.No.8 a) Is Entertainment Tax leviable in the State? Explain in detail the position of levy of Entertainment Tax after March 31, 2011. **(10 marks)**  
b) Do multiplexes attract any Entertainment Tax? Explain in detail. **(10 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
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**PAPER-5    (BOOK KEEPING AND LANDS SCRIPT FOR E.T.O.s)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

- Notes:-**
- 1. Attempt any five questions including question No.1, which is compulsory.**
  - 2. All questions carry equal marks.**
  - 3. Attempt all parts of question in consecutive order**
  - 4. Avoid overwriting.**
  - 5. Use of calculator is allowed.**
- 

**Q.No.1**    From the following ledger balances of Mr.X” prepare the Trading and Profit & Loss Account for the year ended 31<sup>st</sup> March, 2011 and the Balance Sheet as on that date after making the necessary adjustments:

Particulars	Rs.	Particulars	Rs.
Trade Expenses	800	Purchases	82,000
Freight and duty	2,000	Stock on (1-4-2010)	15,000
Carriage outwards	500	Plant and machinery (1-10-2010)	20,000
Sundry Debtors	20,600	Plant and Machinery (addition on 1-10-2010)	5,000
Furniture & Fixtures	5,000	Drawings	6,000
Return Inwards	2,000	Capital	80,000
Printing & Stationery	400	Reserve for Doubtful Debts	800
Rent, Rates and Taxes	4,600	Rent for premises Sublet	1,600
Sundry Creditors	10,000	Insurance Charges	700
Sales	1,20,000	Salaries and Wages	21,300
Return Outwards	1,000	Cash in Hand	6,200
Postage and Telegraphs	800	Cash at Bank	20,500

**Adjustments:-**

- i)      Stock on 31<sup>st</sup> March, 2011 was Rs.14,000
- ii)     Write off Rs.600 as Bad Debts
- iii)    Provision for Doubtful Debts is to be maintained @ 5%.
- iv)    Provision for Depreciation, Furniture and Fixture @ 5% p.a. and on Plant and Machinery at 20% p.a.
- v)     Insurance prepaid was Rs.100.
- vi)    A fire occurred in the godown and stock of the value of Rs. 5000 was destroyed. It was insured and the insurance company admitted full claim.

**(20 marks)**

Q.No.2 a) Explain the term “Account” and name the different kinds of accounts. Also explain the rules of accounting applied to various kinds of accounts with suitable examples.

b) What do you understand by Accrual Basis of Accounting? What are the advantages of Accrual Basis of Accounting? **(14 + 6= 20 marks)**

Q.No.3 Journalise the following transactions:

(i) Mr. Martin started business with cash Rs.1,00,000 and a building valued at Rs. 5,00,000.

(ii) Purchased goods amounting to Rs. 2,00,000 out of which goods of Rs.1,80,000 were purchased on credit from John.

(iii) Sold goods on credit to Peter Rs.1,60,000.

(iv) Received Rs. 1,56, 000 from Peter in full settlement of his account.

(v) Paid Rs.1,78,000 to John in full settlement of Rs.1,80,000 due to him.

(vi) An old machine with the book value of Rs.80,000 is exchanged for a new machine of Rs. 2,40,000. The old machine is valued at Rs.50,000 for exchange purpose by Machine Tools Ltd.

(vii) Purchased a machinery from Ram & Sons for Rs.50,000 on credit.

(viii) Depreciation of Rs. 5,000 was provided on the machinery at the end of the year.

(ix) Paid income tax Rs.5000.

(x) A cheque amounting to Rs. 5,000 received from a customer deposited in the bank was returned dishonoured. **(20 marks)**

Q.No.4 What are subsidiary books and what are the objects of preparing these subsidiary books? Explain any three of them with suitable examples of transactions that are entered in each of them. **(20 marks)**

Q.No.5 Distinguish between the following:-

(i) Book- Keeping and Accounting

(ii) Expense and Expenditure

(iii) External and Internal Liabilities.

(iv) Trading and Non-Trading items

(v) Provision and Reserve

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



- Q.No.6 State with reasons whether following statements are True or false
- (i) Prudence is a concept to recognize unrealized profit and not losses.
  - (ii) Trial balance ensures the arithmetical accuracy of the books.
  - (iii) Fixed Assets are stated in the balance sheet at their market price.
  - (iv) Cash Book is a journal as well as a ledger.
  - (v) Depreciation cannot be provided in a case of loss in financial year.
  - (vi) Rectification of errors will not necessarily balance a Trial Balance.
  - (vii) Purchase Book records all purchases of goods.
  - (viii) A bill given to a creditor is called bill payable.
  - (ix) Debit means an increase in liability and decrease in assets. **(10 x 2= 20 marks)**

- Q.No.7 a) What is bank reconciliation statement? Why is preparation of a bank reconciliation statement necessary?
- b) From the following information, prepare a Bank Reconciliation Statement as at 31<sup>st</sup> December, 2010 for Ms. “XYZ”, “XYZ”, LTD, New Delhi:

	<b><u>(Rs.)</u></b>
(i) Bank overdraft, as per Cash Book on 31 <sup>st</sup> December, 2010.	2,49,900
(ii) Interest debited by Bank on 26 <sup>th</sup> December, 2010 but no advice received.	27,800
(iii) Cheque issued before 31 <sup>st</sup> December, 2010 but not yet presented to bank	66,000
(iv) Transport subsidy received from the State Government directly by the Bank But not advised to the company.	42,500
(v) Draft deposited in the Bank, but not credited till 31 <sup>st</sup> December, 2010.	13,500
(vi) Bills for collection credited by the Bank till 31 <sup>st</sup> December, 2010 but no advice received by the company.	83,600
(vii) Amount wrongly debited to company's account by Bank, for which no details are available.	7,400
	<b>(5 +15= 20 marks)</b>

- Q.No.8 a) Wrongly steps would you take to convert a Receipt and Payment Account into an Income and Expenditure Account?
- b) A Company purchased a machinery for Rs.50,000 on 1<sup>st</sup> July, 2008. Another machinery costing Rs.10,000 was purchased on 1<sup>st</sup> September, 2009. 31<sup>st</sup> December, 2010, the machinery purchased in 2008 was sold at a loss of Rs. 5000. The company charges depreciation at the rate of 15% on diminishing balance method. Accounts are closed on 31<sup>st</sup> December, every year. Prepare machinery Accounts for 3 years. **(10 + 10= 20 marks)**

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**PAPER-3                      POLICE (PROCEDURAL LAW)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1. All questions carry equal marks.  
2. Only bare Acts are allowed.  
3. Relevant sections of law may be quoted whenever required.**

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- Q.No.1    What is the procedure to be followed in the case of the custodial death? What are NHRC directions regarding custodial death? Also discuss latest amendment in Indian Evidence Act with respect to custodial death. **(20 marks)**
- Q.No.2 a) What is extra judicial confession and how is it relevant **(10 marks)**  
b) Write a note on impeaching the credit of witness. **(10 marks)**
- Q.No.3    Discuss protection to Govt. servants from prosecution provided in Cr.P.C. Also discuss protection of members of the armed forces arrest and prosecution as provided in various sections of Cr.P.C. **(20 marks)**
- Q.No.4    What are the provisions in Indian Evidence Act regarding presumption with respect to offences of rape, dowry death and custodial rape. What is the minimum punishment provided for custodial rape committed by a police officer. **(20 marks)**
- Q.No.5 a) Write a note on powers of police to arrest without warrant. Under what circumstances a police officer can arrest under 41 (2)/ 109 after the amendment in Cr.P.C. **(10 marks)**  
b) Discuss the procedure to be followed when dispute concerning land or water is likely to cause breach of peace. **(10 marks)**
- Q.No.6 a) Discuss special legal provision in Cr.P.C. regarding arrest of woman, her medical examination, her release on bail and releasing her on probation after conviction. **(10 marks)**  
b) Discuss general provisions in Cr.P.C. to be followed while conducting personal search as well as house search. **(10 marks)**
- Q.No.7 a) Discuss the power of the Executive Magistrate to issue order in urgent cases of nuisance or apprehended danger. What action can be taken under IPC and Cr.P.C. for non compliance of such order?  
b) Discuss the provisions for taking security for good behavior from habitual offenders.

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PAPER-4            (CRIMINAL LAW FOR POLICE DEPARTMENT)

Time Allowed: 3 Hours.

Maximum Marks: 100

Note:- 1. Attempt any five questions. All questions carry equal marks.

2. Only bare acts allowed.

3. The Relevant sections of law may be quoted wherever required.

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Q.No.1 Describe the following terms quoting the relevant Sections of law.

- a) Theft, Robbery and dacoity.
- b) Rape and outraging modesty of women.
- c) Wrongful gain and wrongful loss.
- d) Cognizable and non cognizable offence.

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

Q.No.2 a) Which section of the Railway Act, 1989 empowers the Government to create a Railway Zone and what is the designation of Head of the Railway Zone? Can a manufacturing unit of railway compartment be notified as Zone?

- b) Enumerate the powers of Commissioner of Railway Safety (CRS) while conducting enquiry into Railway accidents. **(10 x 2= 20 marks)**

Q.No.3 What is reserved forest? Discuss the power to make rules for reserved forest and penalties for violation under India Forest Act, 1927. Also discuss the procedure to dispose off confiscated property under I.F.Act. 1927 **(20 marks)**

Q.No.4 a) Discuss the provision of Motor Vehicle Act for revocation and suspension of driving license by a Police Officer.

- b) When can a Transport Authority suspend the permits. **(10 x 2= 20 marks)**

Q.No.5 What are the atrocities punishable under S.C. and S.T. (Prevention of atrocities) Act, 1989 and what is the punishment for a public servant negligent to act under this act? **(20 marks)**

Q.No.6 Discuss mandatory provisions to be followed during search, seizure and arrest under N.D.P.S. Act, 1985. What action can be taken against public servant negligent in detecting illegal cultivation of poppy plants in Government land and forest land? **(20 marks)**

Q.No.7 What are the duties of Police Officers under the Police Act, 1861? Also discuss punishment for certain offences on roads and the powers of police in this regard. **(20 marks)**

Q.No.8 Define work under the HP Prevention of Specific Corrupt Practices Act, 1983. List out the various types of offences for which punishment is provided in the Act. **(20 marks)**

Q.No.9 Enumerate the duties and functions of the protection officer under the protection of Women from Domestic Violence Act, 2005. **(20 marks)**

Q.No.10 Discuss the term ' Public servant' under the provision of Corruption Act, 1988. Bring out the various offences under the Act. Also discuss prosecution sanction requirement. **(20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
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**PAPER-5      ( POLICE RULES FOR POLICE DEPARTMENT)**

**TimeAllowed: 3Hours.**

**Maximum Marks: 100**

**Note:- a) Attempt any five questions.**

**b) Marks are indicated against each question.**

**c) Books NOT allowed.**

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Q.No.1 a) What procedure is adopted in initiating and conducting departmental proceedings against NGO Grade-I and NGO Grade-II of HP Police and under what rules? **(10 marks)**

b) How ministerial staff of HP Police is proceeded against departmentally and under what rules? **(10 marks)**

Q.No.2 Describe the number of Registers required to be maintained in a Police Station which are vital in maintaining crime record also in keeping surveillance on criminals. **(20 marks)**

Q.No.3 Write short notes on the following:-

a) Additional Police.

b) Beat Policing.

c) Community Liaison Group.

d) Who can suspend an Inspector of Police and a Dy. S.P. and under what rules they can be departmentally proceeded against?

e) Order Book. **(5 x 4= 20 marks)**

Q.No.4 a) Describe various promotion lists for promotion of NGOs Grade-I & II and what procedure is followed for their promotion in the DPC? **(10 marks)**

b) What is the role of a Distt. Magistrate in handling law & order situation? **(10 marks)**

Q.No.5 What is a Custodial Death? Describe by giving examples. What procedure is followed in handling and investigating the custodial death? What is the role of police, Executive Magistrate, Judicial Magistrate and NHRC in this respect? **(20 marks)**

Q.No.6 a) Describe the constitution and function of State Police Board under what act it is constituted in HP? **(10 marks)**

b) Describe the duties and responsibilities of a S.H.O? **(10 marks)**

Q.No.7 Write brief notes on the following:

a) B.C.Rolls.

b) Information Sheets.

c) Expense Stock of Ammunition.

d) Special Police Officer.

e) President's Police Medal for Distinguished Service.

f) An unlawful assembly.

g) C.C.T.N. & S.

h) Fauji Missal.

i) History Sheet.

j) Censure.

**(10 x 2= 20 marks)**

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**PAPER-3      (RURAL DEVELOPMENT DEPARTMENT)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions. All question carry equal marks.**

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- Q.No.1    What are the salient features of SECC -2011. Discuss process and methodology for conducting SECC. Will it succeed in assessing poverty. How does it differ from the surveys carried out in earlier five years Plans. **(20 marks)**
- Q.No.2    Sustainability of ODF status is a critical issue. Detail out reasons. SW & LM have always been a glaring problem in rural as well as urban areas. Suggest measures to address the problem. Do the incentives encourage promotion of the two? **(20 marks)**
- Q.No.3    What is IWMO? What are the institutional arrangements at state, District and project level for the implementation of the Project. Discuss Project Management under IWMP. What livelihood activities would be generated? **(20 marks)**
- Q.No.4    What problems are being faced in implementation of MGNREGA in Himachal Pradesh. How can the issue of delayed payments be addressed. Suggest measures to make the Act and scheme more comprehensive & effective. **(20 marks)**
- Q.No.5    'Horticulture Mission has not been able to make the impact, it set out to' Do you agree with the statement. Give Reasons. **(20 marks)**
- Q.No.6    Write notes on the following.  
              (i) NGP.  
              (ii) TSC.  
              (iii) NRLM/ SRLM  
              (iv) SLNA. **(5 x 4= 20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011.**

**PAPER-4      (RURAL DEVELOPMENT DEPARTMENT)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions. All question carry equal marks.**

- Q.No.1    What do you understand about Integrated Watershed Management Programme (IWMP)? What are the main differences in the guidelines of IWMP and earlier guidelines for watershed Development and Hariyali? **(20 marks)**
- Q.No.2    The Women population is approximately 50% but it has been observed that the social and economic status of women is poor in comparison to men. Describe any two programmes which are being implemented for benefit of women in the Himachal Pradesh. **(20 marks)**
- Q.No.3    Huge funds under various programmes are unspent with the block Development Office. What are the reasons of these unspent balances and what steps you suggest to finish the unspent balances from the block? **(20 marks)**
- Q.No.4    How the vigilance Committees are constituted in the Panchayats? What are the roles and responsibilities of the Vigilance Committees and how their role can help in smooth implementation and proper utilization of funds under Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGA)? **(20 marks)**
- Q.No.5    The role of Technical staff is very important for proper execution and timely completion of development works in the rural areas. But it has been observed that delay in release of payments is due to the slackness of Technical staff. Give your comments along with suggestion as per provision of MGNREGA. **(20 marks)**
- Q.No.6    Whether the rain water harvesting can help to improve the economic status of rural community? Describe in detail the activities and name of programmes under which the funds can be utilized for construction of rain water harvesting activities. **(20 marks)**
- Q.No.7    Write short notes on any four of the following:-  
(i) Social Audit.  
(ii) Benefits of Difference Rate of Interest under IAY.  
(iii) Perspective Planning.  
(iv) Matri Shakti Vima Yojna.  
(v) Detailed Project Report under IWMP. **(5 + 5 + 5 + 5 = 20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICER/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011.**

**PAPER-5    (RURAL DEVELOPMENT DEPARTMENT)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1) Attempt any five questions. All questions carry equal marks.**

**II) Bare Act & Rules framed can be consulted.**

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- Q.No.1    What are the main features of 73<sup>rd</sup> & 74<sup>th</sup> Constitutional Amendments Act?  
How far the objectives of these Amendments have been achieved in our State.  
Examine critically. **(20 marks)**
- Q.No.2 a) ‘ Gram Sabha as tool for Transparency, Accountability & Peoples  
Participation’ justify the statement based on your experience as a development  
officer. **(10 marks)**  
b) Explain the various functions of Gram Sabha provided under the H.P.  
Panchayati Raj Act, 1994. **(10 marks)**
- Q.No.3 a) Discuss the status of Integrated District Planning in our State. **(10 marks)**  
b) What do you understand by Village Development Plan? What steps are  
required to prepare an ideal Village Development Plan? **(10 marks)**
- Q.No.4 a) Define the role of PRIs in implementation of MGNERGA. **(10 marks)**  
b) What are the main challenges before the Gram Panchayats/ PRIs for the  
successfully implementation of MGNREGA in the State. How far the  
convergence of MGNREGA with other schemes can assist the Programme  
Officer in implementing MGNREGA effectively. **(10 marks)**
- Q.No.5 a) What are various sources of revenue/ income of Gram Panchayats? Suggest  
steps for increasing these sources of revenue by Gram Panchayats. **(10 marks)**  
b) What is Panchayat Fund? How the accounts of Gram Panchayats are  
maintained describe briefly. **(10 marks)**
- Q.No.6    Who are the officers, staff and office bearers of Panchayats? Describe their  
role briefly based on the provisions of H.P.Panchayati Raj Act & Rules.  
**(20 marks)**
- Q.No.7    Write short note on any four of the following:  
(i) Backward Region Grant Fund (BRGF)  
(ii) E-Panchayat  
(iii) Double Entry System of Accounting.  
(iv) State Finance Commission  
(v) Social Audit under MGNREGA  
(vi) Cooperative Societies. **(5 + 5 + 5+ 5= 20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011**

**PAPER-3 (CIVIL DEFENCE AND HOME GUARDS)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions.**

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- Q.No.1 a) What subjects are dealt with in the Compendium of instructions on Home Guards? **(10 marks)**
- b) What revised roles have been assigned to the Home Guards? **(10 marks)**
- Q.No.2 a) Can the services of Home Guards be utilized in the event of Natural calamities? **(10 marks)**
- b) What do you understand by Home Guards as Auxiliary to Police? **(10 marks)**
- Q.No.3 With reference to H.P. Home Guard Regulation (Administration) Write short notes on the following:-
- a) General Policy **(10 marks)**
- b) Division of work. **(10 marks)**
- Q.No.4 a) As per Home Guards Rules, 1971 what is deemed to be an offence on the part of Home Guard when undergoing a course of training or performing duty? **(10 marks)**
- b) What punishment can be imposed by CG or Commandant on members of Home Guard for the offence committed? **(10 marks)**
- Q.No.5 If a Home Guard Volunteer suffers disability or death in the course of duty/ training what compensation or pensionary benefit is he or his family entitled to as per rules? **(20 marks)**
- Q.No.6 a) The central share of assistance claimed by the State Govt. is reimbursable. what is the existing procedure in the regard? **(10 marks)**
- b) What reports/ returns are submitted by the States to the Go I? **(10 marks)**
- Q.No.7 Write notes on:-
- a) All India HG and CD Professional and sports meet. **(10 marks)**
- b) DG CD commendation certificate and disc. **(10 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011**

**PAPER-4    (CIVIL DEFENCE AND HOME GUARDS)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions.**

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- Q.No.1    What are different Civil Defence Services? Explain any two of them in detail.  
**(20 marks)**
- Q.No.2 a) While organizing Civil Defence, what fundamental considerations must be borne in mind? **(10 marks)**  
b) What Changes are recommended by you to improve the working of Civil Defence? **(10 marks)**
- Q.No.3    Explain in detail the existing organization structure of Civil Defence in Shimla CD Town. **(20 marks)**
- Q.No.4    With respect to Civil Defence, write notes on the following:-  
a) Warden Service.  
b) Communication Service  
c) Different warnings during Air Raids.  
d) Role of Civil Defence during disaster **(20 marks)**
- Q.No.5    What emergency methods of rescue are taught to Home Guards and Civil Defence Volunteers? Why are these methods required? **(20 marks)**
- Q.No.6    Civil Defence set- up is being revamped in India. How will the new set- up be different from the existing set- up? **(20 marks)**
- Q.No.7    The ultimate responsibility for organizing Civil Defence measures, their planning and implementation lies with the Controller of Civil Defence in each State. Please discuss. **(20 marks)**
- Q.No.8 a) Who can be appointed as a member of Civil Defence Corps. **(5 marks)**  
b) What are the functions of a member of the Civil Defence Corps. **(5 marks)**  
c) What are the penal provisions under the Civil Defence Act, 1968 and Civil Defence Rules, 1968. **(10 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011.**

**PAPER-5      (CIVIL DEFENCE & HOME GUARDS)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions. All questions carry equal marks.**

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- Q.No.1    In recent past Govt. of India has launched a scheme named 'Revamping of Civil Defence'. Describe in detail the aims of this scheme. Also discuss as to how the importance of Civil Defence has increased in comparison to its earlier prescribed role? **(20 marks)**
- Q.No.2    Describe in detail the provisions under your State Home Guards Act relating to Power, Privileges and protection afforded to a Home Guard volunteer in aid of civil authorities? **(20 marks)**
- Q.No.3    Write short notes on:-  
          (i) Rescue Party  
          (ii) Air Raid Warning  
          (iii) Recruitment and Training of Home Guards.  
          (iv) Regional Civil Defence Control Centre. **(5 x 4= 20 marks)**
- Q.No.4    What are the major problems encountered in providing relief during natural calamities such as floods, earthquakes, cyclones, cloud bursts etc? Mention the measures required for the Public Health & emergency Sanitation during such calamities? **(20 marks)**
- Q.No.5    What First aid should be given and precautions be taken in respect of the following:-  
          (i)     Victim of Heat wave  
          (ii)    Fractured leg  
          (iii)   Victim of fire burns  
          (iv)    Victim of shock  
          (v)     Victim of Head injury. **(5 x 4= 20 marks)**
- Q.No.6    Describe the various Medals and Awards which can be conferred to the members of Home Guards and Civil Defence Organization and explain the terms and conditions for the grant of these awards? **(20 marks)**
- Q.No.7    Name the various services which Civil Defence organization is supposed to maintain in a Civil Defence Town. Give a brief description of each of these services? **(20 marks)**
- Q.No.8    Write detailed notes on the following:-  
          (i) Weapons of Mass destruction  
          (ii) First Aid Post. **(2 x 10= 20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011.**

**PAPER-5                      (WELFARE DEPTMENT)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- Attempt any five questions. All questions carry equal marks.**

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Q.No.1 a) Define mental retardation. Discuss various categories of mental retardation.

b) What are the causes of mental retardation.

Q.No.II a) What are main difference between HP Parents & Depedent Act, 2002 and Maintenance & Welfare of Parents & Senior Citizen Act, 2007.

b) Discuss status of implementation of National Policy of Older persons in our State.

Q.No.III a) The HP Grant – in- Aid Rules, 1981 needs amendments in the present scenario. Suggest rule wise ten amendments with justifications.

b) What checks you will exercise while recommending new case of grant to Voluntary orgnisation.

Q.No.IV a) What is the existing legal frame work for the Persons with Disabilities.

b) Discuss the strategy for the prevention of disabilities as provided in the State Policy for Persons with Disabilities.

Q.No.V a) Suggest ten effective measures to eradicate beggary in India.

b) Whether Business Correspondent Model for the disbursement of Social Security Pensions in District Una is successful- Comment.

Q.No.VI    Write short notes on the following:-

a) Problem of Drug Abuse in Himachal Pradesh.

b) National Social Assistance Programme.

c) Housing needs of elderly.

d) Schemes of Central Social Welfare Board.

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011**

**PAPER-1 (FINANCIAL ADMINISTRATION FOR H.P.EDU. BOARD)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Notes:- i) Attempt any five questions.**

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

**iii) Only bare Acts, Rules and Notifications are allowed inside the examination hall.**

**iv) Quote relevant provisions of rule (s) , instructions etc. in support of your answer.**

**v) Attempt all parts of question consecutively.**

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Q.No.1 a) What are the rules for the maintenance of accounts by a Govt. officer who are required to receive & handle cash? **(10 marks)**

b) Define standards of financial propriety which should be observed while incurring/ sanctioning expenditure from the revenue of Govt. **(10 marks)**

Q.No.2 Write short notes on the following:-

1) Letter of credit

2) Public Accounts Committee.

3) Various classes of contingent expenditure.

4) Last pay certificate & its purpose. **(5 x 4= 20 marks)**

Q.No.3 a) Describe provisions of various benefits to the deceased Govt. servant. **(10 marks)**

b) Distinguish between ' Dead Stock' & ' Other Stores'. Describe rules for the condemnation & Disposal of unserviceable or surplus stores. **(10 marks)**

Q.No.4 a) Service Book is a contemporary record in a minute detail of a persons official career. Define & discuss this statement. **(10 marks)**

b) Can date of birth be changed once it is entered in the service record? If yes, under what circumstances. **(10 marks)**

Q.No.5 a) Clearly discuss the point of distinction between:-

(i) Office contingency & Contingency Fund.

(ii) Appropriation & re- appropriations.

(iii) Technical Sanction & expenditure sanction.

(iv) Plan expenditure & Non- Plan expenditure. **(4 x 5= 20 marks)**

Q.No.6 What are the different kind of Traveling Allowances as envisaged in the supplementary Rules? Explain each in brief. **(20 marks)**

Q.No.7 Comment on the following:-

- (a) A DDO deducted court attachment money from the General Provident Fund of a Govt. servant.
- (b) A retired Govt. Servant preferred his claim for appearing in court of law for defending himself and D.D.O disbursed the same.
- © A Govt. Servant died at 22.00 hours. on a particular date. The D.D.O. disallowed Pay for that day with the remarks that he was not on duty at the time of death.
- (d) A Govt. Servant on Tour had to halt en-route on account of blockade of road due to land slide. He claimed daily Allowance for such enforced halt.
- (e) An official increment fell due on 1.8.2010 which was Sunday. He availed Earned Leave w.e.f. 2.8.2010 to 10.8.2010 & joined duties on 11.8.2010 when will he be allowed the financial benefit of increment? **(5 x 4= 20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011.**

**PAPER- 2 (ADMINISTRATION AND GENERAL FOR EDU. BOARD)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

- Notes:-**
- (i) Attempt any five questions.**
  - (ii) All questions carry equal marks.**
  - (iii) Only bare Acts, 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 number while answering the same.**
  - (vii) Try to Attempt all parts of question consecutively.**
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- Q.No.1 a) What is 'Fee'? Explain in brief the circumstances in which a Government Servant can retain the entire amount of the fees received by him without special sanction.
- b) What are the conditions under which joining time is admissible to a Government Servant? How are the pay & allowances regulated during joining time?  
**(10 + 10= 20 marks)**
- Q.No.2 a) "Every step with **minute details** in an employee's career must be recorded in his Service book. What are these "**Minute details**" which are required to be entered in each part of service book by every Head of Office under the rules?
- b) What are the conditions on which service counts for an increment in a Pay Band?  
**(10 + 10= 20 marks)**
- Q.No.3 a) What are different **requirement of taking prior permission by Government servants for leaving station/ headquarters.**
- b) Under what Circumstances a Government servant may be placed under suspension?  
**(10 + 10= 20 marks)**
- Q.No.4 Attempt the following:-
- (a) What is Lien?
  - (b) Difference between and same time scale and identical time scale of Pay.
  - © Difference between Personal Pay & Presumptive pay.
  - (d) Different kinds of Traveling Allowances.  
**(5+ 5 + 5 + 5= 20 marks)**

Q.No.5 a) What is 'Leave Not Due'? Mr. 'A' who joined service on 1.1.2007 has no earned leave, nor any half pay leave due to him. On 1.1.2011 leave not due for 50 days is sanctioned to him. How the same will be shown in the leave Account.

b) What are the conditions for the grant of Commuted Leave?

c) An employee applied for Special Causal Leave and Paternity Leave for delivery and tubectomy operation of his wife who had undergone operation on the day of delivery itself. Whether, he is entitled for both Paternity Leave and Special Causal Leave or not?

d) What are the basic conditions for removal of anomaly by stepping up of pay of Senior on Promotion drawing less pay than his junior?

**(5 + 5 + 5 + 5= 20 marks)**

Q.No.6 a) What is the frequency at which Departmental Promotion Committee (DPC) should meet? Specify the information/ papers to be placed before the D.P.C.

b) Mr. 'X' drawing substantive pay of Rs. 16080 with effect from 1<sup>st</sup> June, 2010 in the pay band of Rs. 10300- 34800 + Rs.3800 Grade Pay is promoted on 20.04.2011 to the post which carries higher duties and responsibilities in the pay band of Rs.10300-34800 + Rs.4200 Grade Pay. On 15<sup>th</sup> May, 2011, he exercises his option to have his pay fixed under normal rules on 1<sup>st</sup> June, 2011 after earning the annual increment in the lower post. Fix his pay if he is promoted:

(i) On officiating basis

(ii) On adhoc basis

(iii) On Temporary basis.

**(10 + 10= 20 marks)**

Q.No.7 a) What is Charge Sheet? What are basic ingredients of a Valid Charge Sheet?

b) What is Subsistence Allowance? How it is paid and what recoveries can be made from it?

**(10 + 10= 20 marks)**

Q.No.8 a) What is combination of appointments? How pay is regulated during that period?

b) What are the Guidelines regarding prevention of sexual harassment of working women in the workplace under Central Civil Services (Conduct) Rules, 1964?

**(10 + 10= 20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS/  
OFFICIALS OF HIMACHAL PRADESH SESSION OCTOBER, 2011  
PAPER-3      (BOARD ACT AND REGULATIONS)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 100**

**Note:- 1. All question carry equal marks.**

**2. Attempt any ten questions.**

**3. Bare Act/ Rules/ Regulations are allowed in the Examination Hall.**

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- Q.No.1 a) What are the powers of the Board to make bye- laws? **(5 marks)**  
b) What are the powers of the Board to exelude any candidate from the examination? **(5 marks)**
- Q.No.2 Who is entitled to refund of fee and what is the procedure for refund and its duration? **(10 marks)**
- Q.No.3 What is the effect of the “Right of Children to Free and Compulsory Education Act, 2009” on Board Regulations? Explain. **(10 marks.)**
- Q.No.4 What is the latest procedure for affiliation of private schools with HP Board? **(10 marks)**
- Q.No.5 What is the eligibility criteria of regular candidate for Plus One candidate of all streams? **(10 marks)**
- Q.No.6 What procedure to be followed with regard to less examination fee and to their result? **(10 marks)**
- Q.No.7 What do you mean by the Board and what is its composition? **(10 marks)**
- Q.No.8 Who is the Administrative Head of the Board and what are the powers and duties of the Administrative Head? **(10 marks)**
- Q.No.9 What are the changes in the latest Financial Powers? Explain major five changes in it. **(10 marks)**
- Q.No.10 Who is the Chief Executive Officer of the Board? Explain the duties and Powers of the said officer. **(10 marks)**
- Q.No.11 What are the powers and duties of the Board? **(10 marks)**
- Q.No.12 What is the role of the Government for the Board? **(10 marks)**
- Q.No.13 Explain the destruction procedure of examination admission form & Manuscripts of answer sheets. **(10 marks)**
- Q.No.14 What is the eligibility criteria for the admission to secondary Examination through H.P. State Open School? **(10 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION FOR ENGINEERING OFFICERS /  
OFFICIALS OF HPSEB LTD. SESSION OCTOBER, 2011**

**PAPER-1 (WORKS, ACCOUNT & STORE/ MANUAL)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 300**

**NOTE:-I PART-I IS COMPULSORY FOR ALL ENGINEERING OFFICERS.  
PART-II IS MEANT FOR CIVIL/ MECHANICAL ENGINEERS  
OFFICER  
PART-III IS MEANT FOR ELECTRICAL OFFICERS.**

**Note-II: PAPER IS WITHOUT REFERING ANY BOOKS.**

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**PART-I WORKS, ACCOUNTS & STORES / MANNUALS**

Q.No.1 Explain the following:-

- a) Annual Budget estimate (15 marks)
- b) Administrative Approval (15 marks)
- c) Technical Sanction (15 marks)
- d) Audit inspection & Audit objections (15 marks)

Q.No.II a) Explain record of measurements and making payments to contractor

(20 marks)

- b) What are the reasons for blacklisting any firm and what is the procedure for doing the same? (20 marks)
- c) What are the guidelines for destruction of official record? (20 marks)

Q.No.III For Maintenance of Stores Accounts, explain:

- a) Stock Card (20 marks)
- b) Stores Value Ledger (20 marks)
- c) Issue rates of Stock articles (20 marks)

Q.No.IV explain, complete Procedure for Calling, evaluation, Award and Contract singing of Tenders.

(60 marks)

**PART-II FOR ENGINEERING OFFICERS ( CIVIL/ MECH)**

Q.No.1 In a Hydroelectric Project Comprising Barrage, Intake, Desilting Chambers, Head Race Tunnel, Surge Shaft, Pressure Shaft, Francis Turbine & Tail Race Tunnel, explain the following:-

- a) Formula for calculation of Power in Megawatts (10 marks)
- b) Head Losses in the above system, explain in detail (20 marks)
- c) Explain sequence of operations for construction of tunnels (20 marks)
- d) Survey & Investigation required for underground structures. (10 marks)

- Q.No. II a) What are the main guidelines for selecting a satisfactory site for locating a barrage? **(15 marks)**  
b) Explain Design flood, Afflux and Cut off in a diversion structure **(15 marks)**  
c) Explain in detail, design of a diversion structure **(30 marks)**

Q.No.III Give procedure for preparation of DPR of a Hyderoelectric Project **(60 marks)**

- Q.No.IV a) Write a detailed note on identified hydel potential of H.P., Its development in State, Central & through IPP's **(40 marks)**  
b) Role of HPSEB Limited, HPPCL & HPTCL in harnessing and Providing cheap electricity to the consumers. **(20 marks)**

### **PART-III FOR ENGINEERING OFFICERS (ELEECTRICAL)**

- Q.No.1 a) What is the procedure to be adopted while issuing the monthly bills in cases where separate meter has been provided for segregating the large & small loads at an industrial premise? **(30 marks)**  
b) How theft of electricity can be minimized? **(15 marks)**  
c) Give suggestions to reduce losses in an Electricity Utility. **(15 marks)**

- Q.No.II a) What is open access? **(15 marks)**  
b) Explain the roles of Power Grid & State Transmission Corporation. **(15 marks)**  
c) Explain Power Trading. **(30 marks)**

- Q.No.III a) What are the main duties of distribution utility? **(20 marks)**  
b) What are the required clearances where a HT Line passes above a residential building? **(20 marks)**  
c) Explain Reporting/ Intimation of Electrical Accidents. **(20 marks)**

- Q.No.IV a) How the Tariff of electricity is determined in a hydroelectric system? **(20 marks)**  
b) What factors governs to fix the width of underground caverns in a Hydroelectric Project? **(20 marks)**  
c) What are the main head losses to be considered in a Hydroelectric Project? **(20 marks)**

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**H.P.BOARD OF DEPARTMENTAL EXAMINATION  
DEPARTMENTAL EXAMINATION FOR ENGINEERING OFFICERS/  
OFFICIALS OF HPSEB LIMITED SESSION OCTOBER, 2011.**

**PAPER-2 (FINANCIAL RULES, REGULATIONS AND OFFICE PROCEDURE)  
(WITH BOOKS)**

**Time Allowed: 3 Hours.**

**Maximum Marks: 200**

**Note:- 1. All questions are compulsory.  
2. Marks are shown against each question.**

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- Q.No.1 a) Discuss general principles and restrictions on which emphasis is to be given while incurring or sanctioning expenditure from the revenues. **(20 marks)**  
b) Narrate the instructions to be observed in recovering amounts from pay and allowances of Govt. Servant on account of attachment of orders issued by courts. **(20 marks)**

**OR**

Discuss the procedure to be followed in regard to maintenance of Service Book to eliminate delay in the sanctioning and payment of Pension. Can service Book be returned to Govt. servant on retirement, resignation or discharge from service in case he has paid the cost of service Book.

- c) Is advance of pay admissible in case of temporary transfer and in mutual transfer cases? Discuss the conditions governing grant of advance of pay and allowances. **(5 + 15= 20 marks)**  
d) Define the following  
(i) Cash order  
(ii) Technical sanction  
(iii) Voted expenditure  
(iv) Grade  
(v) Appropriation. **(5 x 4= 20 marks)**  
e) Describe the procedure laid down for timely and expeditious finalization of departmental enquiries against charge sheeted officers/ officials. **(20 marks)**

- Q.No.2 a) What are the objects of preparing excess and surrender statements?  
b) Define the term Token demand.  
c) Discuss the limit fixed in Revised D.O. F.P. of HPSEBL for obtaining prior Financial concurrence for acceptance of lowest tender and award of work even through the proposal falls in the competency of respective authority.  
d) Distinguish between Drawing and Collection accounts.  
e) Name the authority competent to approve budget of the company. Discuss the procedure to be followed for providing requisite funds against expenditure for which no provision has been made in the original budget estimates of current financial year. **(5 x 3= 15 marks)**

- Q.No.3 a (i) Discuss the conditions to be fulfilled for stepping of pay of senior vis-a- vis his junior.
- (ii) If a senior joins the higher post later than the junior for whatsoever reasons, whereby he draw less pay than the junior in such cases, can senior claim stepping up of pay at par with the junior?
- (iii) Can a Govt. servant be allowed to exercise option to come to revised pay scale when revised scale of pay takes effect from a date prior to the date of suspension?
- (iv) Discuss cases where powers under FR-27 not to be invoked. **(4 x 5= 20 marks)**
- b) Comment on any four of the following:-**
- (i) Can joining time be extended? If yes who is authority competent to grant such extension?
- (ii) Qualifying service and conditions subject to which service qualifies.
- (iii) Retiring Pension.
- (iv) Circumstances under which periods of suspension is counted as qualifying service.
- (v) Compulsory retirement pension. **(4 x 5= 20 marks)**

**OR**

- (i) Discuss the procedure to be followed for regulation of suspension during pendency of criminal proceedings, arrest and detention. **(10 marks)**
- (ii) When a Govt. servant is considered to be deemed to have been placed under suspension? Name the authority that can place a Govt. servant under suspension **(10 marks)**
- c) Discuss the conditions for grant of study leave and maximum limit fixed to grant the same during entire service. Can study leave be granted in combination of other kinds of leave and availed in more than one spell? **(6 + 2 + 2= 10 marks)**

Q.No.4 Which document is known as classified document? what procedure to be followed to handle secret/ confidential files. **(3 + 7= 10 marks)**

- Q.No.5 (i) Discuss the powers of state Govt. to give direction to a licensee in regard to the supply of energy to certain class of consumers. Is a licensee bound to comply with the directions of state Govt.? **(8 + 2= 10 marks)**
- (ii) Describe circumstances under which liability is attracted under workmen's compensation Act, 1923. **(5 marks)**
- (iii) Define the word Contract. What are the consequences of breach of contract? Discuss when a person is regarded as of sound mind under Indian Contract Act. **(3 + 4 + 3 = 10 marks)**

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