

# BOARD OF DEPARTMENTAL EXAMINATION, HIMACHAL PRADESH

## DEPARTMENTAL EXAMINATION, APRIL, 2014 (FOR THE EMPLOYEES OF H.P. BOARD OF SCHOOL EDUCATION)

PAPER NO.2: ADMINISTRATION AND GENERAL

Time Allowed: 3 Hours

Maximum Marks: 100

- Note: 1. Attempt any five questions. All questions carry equal marks.  
2. Only Bare Acts, Rules and Notifications are allowed.  
3. Use of calculator is permitted.  
4. Attempt all parts (where given) of the question consecutively.

Q.No.1: What are the situations and circumstances when a Govt. servant is required to obtain permission of the competent authority under CCS(Conduct) Rules, 1964?  
20 Marks.

Q.No.2: Under what circumstances can a Government servant be placed under suspension and by whom? What principles have been laid down as guidance to the competent authorities for suspending a Govt. servant?  
20 Marks.

Q.No.3: (a) How would you deal with a Govt. servant for his "*un-authorised absence from duty*?"  
(b) What are the circumstances in which a Govt. servant can retain the entire amount of the fees received by him without special sanction?  
(5+15)=20 marks.

Q.No.4: (a) Describe briefly the rules laid down for grant of leave on medical certificate to Gazetted and Non Gazetted Government servants.  
(b) Can leave be granted to a Government servant who is declared by a Medical Authority as unfit for service? If so, under what conditions? What is the maximum amount of leave that can be granted in such cases?  
(10+10)=20 marks

Q.No.5: Distinguish between:  
(i) Fee *and* Honorarium,  
(ii) Presumptive pay *and* Substantive pay,  
(iii) Superannuation pension *and* Retiring Pension,  
(iv) Special disability leave *and* Hospital leave.  
(5x4)=20 Marks.

Q.No.6: Mr. "X" working as Senior Assistant under H.P. Govt. Department drawing pay of Rs.18950 (15150+3800) in the Pay Band of Rs.10300-34800 plus Grade Pay of Rs.3800 w.e.f. 1.1.2009 has been promoted to officiate on a regular basis in higher post of Superintendent Gr. II in the same Pay Band but Grade Pay of Rs.4200 w.e.f. 1.6.2009. He was reverted to his substantive post of Senior Assistant on 1.9.2010. He was again promoted to the same higher post in the same Pay Band plus Grade pay of Rs. 4200 on 13.12.2010. This time he has opted to fix his pay in the higher post of Supdt. Gr.II on the date of accrual of next increment in the lower post of Senior Assistant. Fix his pay on officiating promotion, reversion to lower post and re-promotion to the post of Supdt. Gr. II indicating the date of next increment.  
20 Marks

P.T.O.

Q.No.7: Mr. "X" working in H.P. Govt. Department retired after attaining the age of superannuation on 30.09.2013. He entered in Govt. service on 17.12.1980. He was drawing pay of Rs. 19460/- (Rs.15060+4400) in the Pay Band of Rs.10300-34800 +4400 Grade Pay w.e.f. 1.12.2012. The rate of D.A. at the time of retirement was 80%.

**Calculate:**

- (A) (i) Net Qualifying Service,  
(ii) Pension  
(iii) Amount of Retirement Gratuity, and  
(iv) Amount of Pension Commutation, taking into account the following information recorded in his Service Book:  
(a) Remained willful absent from duty 28.01.1985 to 28.02.1985 and the period was treated as *dies non*,  
(b) Sanctioned Extraordinary Leave w.e.f.12.11.1990 to 29.12.1990 on health ground with medical certificate.  
(c) Sanctioned Extraordinary Leave w.e.f.17.04.1995 to 13.05.1995 on personal reasons.
- (B) Also fix Family Pension in case pensioner dies following the date of his superannuation.

(15+5) 20 marks.

Q.No.8: **Comment on the followings:**

- (a) Family Pension was denied to a son of a Govt. servant who retired from service from 31.07.1989 on the ground that the son was born on 15.10.1989 i.e. after retirement of the Govt. servant and was as such not a family member at the time of his retirement.  
(b) A Govt. servant due to retire on superannuation on 28.02.2014 applied for pension commutation on 1.12.2013. He died on 20.02.2014. His family claims payment of commuted value of the pension.  
(c) A Govt. servant on tour to Shimla had to extend his stay for two days on account of absence of public transport services due to heavy snow fall. He claimed higher rate of DA for two days of extended halt.  
(d) A female Govt. servant with less than two surviving children working in Education Department on contractual basis applied for Maternity Leave as admissible to a female servants under Maternity Benefit Act, 1961. The leave sanctioning authority refused the request with the plea that the contractual employees are not entitled for Maternity Leave.  
(e) A Govt. servant who has resigned from service wants his Service Book be given to him. Is this permissible?

(4x5)= 20 marks.