

BOARD OF DEPARTMENTAL EXAMINATION, HIMACHAL PRADESH
DEPARTMENTAL EXAMINATION
APRIL, 2014
PAPER -2: FINANCIAL RULES, REGULATIONS AND OFFICE PROCEDURES
(FOR ENGINEERS OF HPSEB)
(WITH BOOKS)

Time Allowed: 3 hours

Maximum Marks: 200

Notes:

1. All questions are compulsory.
2. Marks are indicated against each question.
3. Attempt all parts of a question in consecutive order.
4. Only Bare Acts/Rules/Approved reference books allowed.

Q.No.1 What measures should be taken by an officer to ensure transparency, competition, fairness and elimination of arbitrariness in procurement process to ensure best value for money?

OR

“Cannons of financial proprieties are the foundation of financial discipline in any organisation”. Justify the statement and also spell out financial proprieties, general restrictions relating to expenditure as well as codal formalities which are essentially required to be followed while incurring public expenditure.

(40 Marks)

Q.No.2 “Cases of trivial nature should be eliminated from cases proposed for taking disciplinary action against a government servant”. In the light of this statement, highlight the offences/misconducts attracting disciplinary action for imposition of major penalty as well as minor penalty. Also discuss the salient points to be kept in mind while framing the charge sheet.

OR

Distinguish between the following:

- a. Service Gratuity and Retirement gratuity
- b. Dies non and Interruption in service
- c. Stoppage of increments with cumulative effect and without cumulative effect
- d. Censure and warning
- e. Suspension and deemed suspension

(40 Marks)

(Contd - Page-2-)

Q.No.3 "Budget is a reflection of policies and programmes of an organisation for a financial year expressed in monetary terms". In the light of this statement, what steps would you suggest for making optimal utilisation of the resources and ensuring effective expenditure control mechanism in HPSEB ?

OR

- a. Distinguish between Appropriation and Re-appropriation". What are the conditions which must be satisfied for taking recourse to "Re-appropriation"?
- b. Discuss the principles for classification of expenditure as Revenue or Capital in HPSEB.

(40 Marks)

Q.No.4 "An agreement enforceable by law is a contract". In the light of this statement, bring out clearly the essentials of a valid contract.

OR

Discuss the Employer's liability for compensation under the Workmen's Compensation Act, 1923

(40 Marks)

Q.No.5 a. State briefly the rules and procedure for the maintenance of Service books.

- b. Discuss the provisions of the rules regarding change of date of birth by a government servant?
- c. What purpose is served by "Earnest Money" and "Performance Security" in public procurement and also indicate the instruments through which each can be obtained.
- d. Public purchases must be made at "lowest evaluated rates" rather than the "lowest rates" quoted. Elaborate the statement.

OR

- a. How will you deal with "wilful absence" of an official from duty?
- b. How is the period of suspension treated, if, in its duration, the officer:
 - (i) Dies
 - (ii) Attains the age of superannuation
 - (iii) Submit Resignation.
- c. Can disciplinary proceedings run concurrently with criminal proceedings?
- d. Can departmental proceedings against an officer who has retired from service be initiated and if so, under what situations?

(40 Marks)