

HP BOARD OF DEPARTMENTAL EXAMINATION
DEPARTMENTAL EXAMINATION OF ENGINEERING OFFICERS OF HPSEB LTD.
SESSION OCTOBER 2012
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

Q.1. (A) Narrate general principles and restrictions on which emphasis is to be given while incurring or sanctioning expenditure from the revenues.

(20 Marks)

B) Discuss the rules subject to which grant of permanent advance or imprests is governed.

(20 Marks)

C) What are the instructions to be observed in recovering amounts from Govt. servants on account of attachment orders issued by court? Also discuss the duty of the officer receiving the attachment order.

(15+5=20 Marks)

D) What are the instructions for regulating the enforcement of responsibility for losses?

(20 Marks)

OR

Discuss supplementary instructions to be followed by departmental officers whenever prosecution in the criminal courts are, or are likely to be necessary.

(20 Marks)

E). Define the following.

i) Grade

ii) Voted expenditure

iii) Contract

iv) Administrative approval

v) Cash order

(5x4=20 Marks)

Q.2. A) What are the main sources of Capital Receipt and Revenue Receipt?

B) Define the term ordinary expenditure.

C) Name two separate accounts being maintained by HPSEB Ltd at main branch of Bank.

D) Name the authority competent to approve cases where no powers have been delegated in DOFP of HPSEB Ltd.

E) Is expenditure sanction required to be issued against works/ schemes where deposit has been received for execution of such works/ schemes?

(5x3=15 Marks)

P.T.O