

BOARD OF DEPARTMENTAL EXAMINATION, HIMACHAL PRADESH  
DEPARTMENTAL EXAMINATION

OCTOBER, 2016

PAPER: 9 CIVIL SERVICE, TREASURY AND FINANCIAL RULES FOR IAS/HAS  
(With Books)

TIME ALLOWED: 3 HOURS

MAXIMUM MARKS: 100

Notes:

- i) Attempt any five questions.
- ii) Marks are indicated against each question.
- iii) Only Bare Acts/Rules/Approved reference books as mentioned in the syllabus are allowed.
- iv) Quote rule (s) in support of your answer where necessary.
- v) Attempt all parts of a question in consecutive order.

Q. No. 1 Traditional budgeting uses the incremental approach and previous year's expenditure is taken for next year's projections while Zero-based budgeting (ZBB) works on the principle that every year the projected expenditure for each project/program must start from zero. In 1986, the Indian government adopted ZBB as a technique for determining expenditure budget. The government made it mandatory for all ministries to review their programs and activities and prepare their expenditure estimations based on ZBB concept. Suppose, there is a proposal to adopt ZBB in HP also but the Secretaries Committee decides in its last meeting that the concept of ZBB can be adopted in some of the Departments/ Board/ Corporations/ Autonomous Bodies of Himachal Pradesh and you are assigned the job in the concerned ministry to prepare a Cabinet Memorandum for the consideration of the Council of Ministers as per the decision. So prepare the Cabinet Memorandum as per the procedure and on the format prescribed in the HP Office Manual, 2011. (20)

Q. No. 2 Administrative Departments are responsible for the control of expenditure against the sanctioned grants and appropriations through their Heads of the Departments, Controlling Officers and Drawing and Disbursing Officers as per the provisions of H.P. Financial Rules, 2009. Draft a letter from the Administrative Department "XYZ" to all the Controlling Officers and DDOs to strictly follow the procedure as prescribed in the Financial Rules to have effective control over expenditure. The complete procedure and relevant rule(s) be mentioned while drafting the letter. (20)

Q. No. 3 (a) What are various types of cases mentioned in the 'HP Rules of Business' which are required to be submitted to the Hon'ble Chief Minister? Enumerate the reports, which are received shall, as soon as possible after their receipt, be submitted by the Secretary to the Chief Secretary, the Minister-in-charge, the Chief Minister and the Governor for information.

(b) What is the objective of 'HP State Litigation Policy'? What are the main principles which should be adhered to before or while instituting suits on behalf of Government? (10+10)

Q. No. 4 (a) What is 'Revision' under CCS (CCA) Rules, 1965? What is the time-limit fixed for revision, how it is reckoned and powers of the Appellate Authority for revision of punishment inflicted by a Disciplinary Authority?

(b) What is the difference between "General Provident Fund" and "Contributory Provident Fund"? Explain in brief the procedure if a Contributory Provident Fund subscriber is permanently transferred to pensionable service. (10+10)

P.T.O.



- Q. No 5 (a) What are the rules relating to "CONTRACTING AND OUTSOURCING OF SERVICES" in Himachal Pradesh? Explain in brief the prescribed guidelines for the preparation of Tender enquiry documents and invitation of bids to outsource/contract out public services in a department.
- (b) What are Revenue Receipts? How it is different from Capital Receipts? Explain the general principles/procedure for remission of revenue into Government Account and refund thereof from the Account. (10+10)
- Q. No. 6 (a) A HP State Government employee drawing a Band Pay of ₹ 20430/- plus ₹ 5400/- Grade Pay was transferred from Shimla to Solan in March, 2016 and he continued to attend the office from his Shimla residence. The concerned employee was deputed for official work at Shimla on 22<sup>nd</sup> August, 2016. He started his journey from Solan the same day in the evening at 17.30 hrs. He reached at Shimla at 19.45 hrs. and stayed at his residence at Shimla. He attended the official work at Shimla office on the next day and returned to Solan on 29<sup>th</sup> August, 2016 at 12.30 hrs. He availed the Gazetted Holiday on 25<sup>th</sup> August and Sunday on 28<sup>th</sup> August, 2016. Prepare his Tour Program and TA bill for the month of August, 2016.
- (b) What are the changes made in the Central Civil Services (LTC) Rules, 1988 w.e.f 1<sup>st</sup> September, 2008 for fresh recruits to Central Government to travel to their home town and any place in India along with their families? Specify the entitlements of employees "A" & "B", who join the Government service on 10th May, 2006 and 31<sup>st</sup> December, 2011 respectively? (10+10)
- Q. No. 7 Mr. 'X' joined as Clerk in HP Secretariat on the forenoon of 12<sup>th</sup> January, 2009 in the Pay Band of ₹ 5910-20200 plus Grade Pay of ₹ 1900/- with initial start of ₹ 7810/-. The Pay Band was further revised to ₹ 10300-34800 plus Grade Pay of ₹ 3200/- w.e.f. 01.10.2012. He died while coming to office in the morning hours of 21<sup>st</sup> September, 2016 for attending his official duties. His family consists of widow and two dependent daughters. Calculate the various financial benefits including pensionary entitlements which each member of his family will get? (20)
- Q. No. 8 Attempt the following:-
- (a) A government servant remained on Extra-Ordinary Leave from 15-07-2016 to 27-07-2016. Also, his period of service from 08-08-2016 to 30-08-2016 was treated as dies-non. Determine the period of net credit of earned leave to be afforded on 01-01-2017.
- (b) An officer was relieved on 12<sup>th</sup> August, 2016, F.N (Friday) on transfer to another station 1,100 km distant. From 13<sup>th</sup> to 15<sup>th</sup> August, 2016 were holidays. He made the journey by rail and the train was held up en route for 48 hours due to rail men's strike. Calculate the joining time admissible in this case and specify the last date by which the officer should join his post in the new station.
- (c) How the period of 15 years be reckoned for restoration of Commuted portion of Pension in case it commuted after 10 years of his retirement. Will the commuted portion of Pension be restored after 5 years?
- (d) A proposal for grant of honorarium to the staff dealing with Parliament questions, calculation of income tax and for work done in clearance drive was approved by the Head of the Office. Comment. (5+5+5+5)