

BOARD OF DEPARTMENTAL EXAMINATION, HIMACHAL PRADESH
DEPARTMENTAL EXAMINATION FOR

APRIL, 2017

TEHSILDAR/ NAIB TEHSILDARS

PAPER-8: LOCAL FUNDS, TREASURY & FINANCIAL RULES

TIME: 03 HOURS

MAXIMUM MARKS: 100

- Note: 1. Attempt any five questions. All parts of a question be attempted in a consecutive order.
3. Only bare Acts, Reference books are allowed.
4. Quote Rule(s) in support of your answer where necessary.

Q.No.1 Discuss the procedure for conducting physical verification of store stock articles. Also indicate the actions which should be taken if huge shortages are detected during physical verification indicating clearly whether departmental proceedings and criminal action can run concurrently against the delinquent official or not?

(20 Marks)

Q.No.2 To what extent and subject to what conditions, leave of one kind can be converted into another kind?

(20 Marks)

Q.No.3 What are the administrative actions that do not amount to penalty within the meaning of CCS(CCA) Rules, 1965?

(20 Marks)

Q.No.4 How would you deal with the following:

- A request made by an employee that the period of extra ordinary leave taken by him on medical grounds, be counted for the purpose of increment.
- One of your subordinate made a request for combining casual leave with joining time.
- An application made by a female employee for the grant of Maternity Leave duly supported with Medical Certificate issued by the competent authority confirming threatened abortion.
- A Government servant who came late by two hours was marked dies non.

(5*4=20 Marks)

Q.No.5 What steps would you take as a Drawing and Disbursing officer in respect of the following:

- Containing proliferation of staff advances.
- Containing expenditure within budgetary allocation.

(10+10=20 Marks)

Q.No.6. a. By whom and under which conditions Retirement Gratuity and Family Pension can be granted to the family of a Government servant whose whereabouts are not known?

b. How daily allowance is calculated in the following cases:

i. if both boarding and lodging is provided free at tour station.

ii. if only boarding is free.

iii. if only lodging is free.

iv. if hotel rent is reimbursed.

(12+8=20 Marks)

Q.No.7 a. What codal formalities are required to be completed before passing a bill relating to purchase of store, stock article for payment?

b. Differentiate between earnest money and Performance security?

(10+10=20 Marks)