

BOARD OF DEPARTMENTAL EXAMINATION
DEPARTMENTAL EXAMINATION FOR H.P. BOARD OF SCHOOL EDUCATION
JUNE, 2018

PAPER: II ADMINISTRATION AND GENERAL

TIME ALLOWED: 3 HOURS

MAXIMUM MARKS: 100

Notes:

- i) Attempt any five questions. Marks are indicated against each question
- ii) Indicate the same question number & its part as assigned in the question number while answering the same.
- vii) Try to Attempt all parts of question consecutively.
- iv) Only Bare Acts, Rules, notifications, clarifications are allowed.
- v) Use of any type of electronic device is not allowed.

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- Q. No. 1 What are the guiding principles in placing a Public Servant under Suspension? How his pay & allowances regulated? Also explain if a Government Servant who has been placed under suspension is subsequently reinstated, how is his pay regulated for the period of his absence from duty? (20)
- Q. No. 2 What is fee? How it is different from honorarium? Explain the circumstances in which a Government Servant can retain the entire amount of the fee received by him without special sanction? (20)
- Q. No. 3 (a) What is the difference between Fundamental Rules & Supplementary Rules? Explain in detail its applicability to Himachal Pradesh Government Employees.
- (b) What are different kinds of Travelling Allowance, as envisaged in the Supplementary Rules? Explain each in brief. (10+10)
- Q. No.4 (a) What is Government servant's conduct in general under Central Civil Services (Conduct) Rules, 1964?
- (b) What purpose do Central Civil Services (Classification, Control & Appeal) Rules, 1965, serve in Government administration? (10+10)
- Q. No. 5 Describe (with Rule) the following:-
- (a) Acquisition of movable property by a Government servant in his own name or in the name of a member of his family
- (b) Availing of free transport by a Government servant from persons with whom he/she has official dealings.
- (c) Whole time of a Government Servant.
- (d) Break in service. (5+5+5+5)

P.T.O.

- Q. No. 6
- (a) Critically examine the statement **“Leave cannot be claimed as a matter of right”** Can Government Servants be encouraged to take leave regularly? If yes, justify with arguments.
- (b) What is the difference between withholding of **“One Increment”** and **“Next Increment.”**? Normal annual increment of a Group 'C' employee was due on 01.11.2017. But it was not drawn till April, 2018 due to his long absence. In May 2018 it was decided to impose a penalty of withholding of one increment for one year without cumulative effect. How will the penalty be imposed and when will he be entitled to next increment? **(10+10)**
- Q. No. 7
- (a) What are the options available to the Government servant on his promotion with regards to fixation of his pay?
- (b) An officer was relieved on 25th March, F.N (Friday) on transfer to another station 580 km distant. 26th March was a holiday. He made the journey by road and he was held up en route for 48 hours due to heavy snowfall. 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. **(10+10)**
- Q. No. 8
- (a) What are the rules relating to drawal of increments from the first of the month?
- (b) Nature of action to be taken against an absconding official.
- (c) Classes of Government Servants exempted from producing Medical Certificate of fitness on first entry into Government Service.
- (d) Enumerate the major and minor penalties. **(5+5+5+5)**