

MIZORAM PUBLIC SERVICE COMMISSION

LIMITED DEPARTMENTAL EXAMINATIONS OF LOWER DIVISION CLERK FOR PROMOTION TO UPPER DIVISION CLERK UNDER VARIOUS DEPARTMENTS, GOVERNMENT OF MIZORAM. OCTOBER, 2019

PAPER - III

Time Allowed : 3 hours

FM : 100 PM : 35

Marks for each question is indicated against it.

Attempt all questions.

GROUP 'A' (F.R. & S.R.) **(80 Marks)**

1. Define *any 5 (five)* of the following: **(5×3=15)**
 - (a) Ministerial servant
 - (b) Lien
 - (c) Cadre
 - (d) Leave salary
 - (e) Officiate
 - (f) Tenure post
2. Distinguish between *any 2 (two)* of the following: **(2×6=12)**
 - (a) Fee and Honorarium
 - (b) Personal pay and Special pay
 - (c) Compensatory allowance and Subsistence grant
3. What are the conditions under which the period of training can be treated as 'duty'? **(5)**
4. Calculate the date of retirement of the following Government servants whose dates of birth are as indicated below: **(2×3=6)**
 - (a) Lala – Date of birth - 29.02.1980
 - (b) Siama – Date of birth - 01.05.1975
5. Calculate: **(2×3=6)**
 - (a) 5 months and 15 days commencing from 25th January, 2018.
 - (b) The period commencing from 15th July, 2019 and ending on 20th October, 2019.
6. State the conditions under which it shall be open to the Appropriate Authority to withhold permission to a Government servant who seeks to retire by giving notice of not less than 3 months in writing. **(6)**
7. Pu Biaka wanted to alter the date of birth recorded in his Service Book. State the conditions under which the date of birth of a Government servant already accepted can be altered? **(6)**
8. What entries are to be made in the Service book of a Government servant at the time of his initial appointment? **(6)**
9. What are the duties of Head of Office in the maintenance of Service Book of a Government servant under S.R. 202? **(6)**

10. Fill in the blanks with appropriate words. (6×2=12)
- (a) _____ means pay granted to a Government servant in consideration of the fact that he is serving in a country other than the country of his domicile..
 - (b) No specific _____ are necessary for retirement on due date.
 - (c) In the case of a retiring Government servant whose date of retirement happens to be a closed holiday, he should formally relinquish charge of office on that _____.
 - (d) A record of the services of a Gazetted Government servant will be kept by such Audit Officer and in such form as the _____ may prescribe.
 - (e) The Service Book of a Government Servant should be maintained in _____.
 - (f) In _____ each year, the Government servant shall hand over his copy of the Service Book to his office for updation.

GROUP 'B' {C.C.S. (Joining Time Rules, 1979)}
(20 Marks)

11. Define the terms 'Joining Time' and 'Transfer'. (4)
12. Pu Hminga, UDC, Office of the DC, Mamit District was transferred to Office of the DC, Lunglei in the interest of public service- (3×2=6)
- (a) The transfer necessary involves continuous travel by road for more than 200 kms. What will be the joining time admissible to him?
 - (b) What will be the date of commencement of joining time if he handed over the charge of his office on the forenoon of 02.09.2019?
 - (c) He is ordered to join his new place of posting on the forenoon of 05.09.2019 without availing full joining time to which he is entitled. How many days can be credited to his leave account as Earned Leave?
13. What are the conditions under which unavailed Joining time can be credited to the leave account of a Government servant? (4)
14. Pu Mawia, UDC is transferred from Kolasib to Aizawl. How will his pay during the Joining Time be regulated? (3)
15. Fill in the blanks with appropriate words. (3×1=3)
- (a) The joining time shall be calculated from old _____ in all cases.
 - (b) No joining time is admissible in cases of temporary transfer for a period not exceeding _____ days.
 - (c) The joining time pay shall be paid for by the new _____ authority where such Government servant joins on transfer.

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