

MIZORAM PUBLIC SERVICE COMMISSION
MIZORAM CIVIL SERVICE (JUNIOR GRADE)
DEPARTMENTAL EXAMINATIONS, JUNE-2024

PAPER - VI

Time Allowed : 3 hours

Full Marks : 100

Pass Marks : 40

Mark for each question is indicated against it.

CCS (CCA) Rules, 1965

1. State whether the following statements are 'True' or 'False': **(15×1=15)**
- (a) Central Civil posts carrying the pay in the Pay Matrix at the Level from 5 to 9 are classified as Group 'B' Posts.
 - (b) A Government servant shall be deemed to have been placed under suspension by an order of Appointing Authority with effect from the date of his detention, if he is detained in custody for a period exceeding 48 hours.
 - (c) An order of suspension shall be reviewed before the expiry of 180 days from the effective date of suspension.
 - (d) Removal from service disqualifies an individual from any future employment with the Government.
 - (e) A Government servant cannot be reduced in rank to a post not held earlier by him in the cadre.
 - (f) If the charged officer fails to submit a written statement of defense, the Disciplinary Authority may impose any of the prescribed penalties without conducting an inquiry into the case.
 - (g) Daily Order Sheet should be signed by the Inquiry Authority, Presenting Officer and the Charged Officer.
 - (h) Under no circumstance shall a Government servant engage a legal practitioner to present the case in his behalf.
 - (i) The Charged Officer should be served with a copy of the written brief filed by the Presenting Officer before he is called upon to file his written brief.
 - (j) The Inquiry Authority should conclude the inquiry and submit his report within one year from the date of receipt of order of his appointment.
 - (k) If a Government servant fails to serve as a state witness in an inquiry against another Government servant, it can be considered sufficient grounds for initiating disciplinary action against him.
 - (l) Joint proceedings may be initiated against Government servants working in the same office who have filed complaints against each other.
 - (m) A Government servant under suspension is not allowed to appeal the suspension order.
 - (n) A Government servant under suspension should not be allowed to appear in departmental examination.
 - (o) Disciplinary proceedings come to an end if the Government servant under suspension dies before the proceedings are concluded.
2. Distinguish between 'Censure' and 'Warning'. **(3)**
3. Mention the circumstances under which the safeguards provided to Government servants by Article 311 of the Indian Constitution do not apply. **(3)**
4. Mention the three circumstances under which a Government servant can be placed under suspension. **(3)**

5. Against which orders can a Government servant not file an appeal? What is the period of limitation for appeal. (3)
6. Write notes on either 'Common proceedings' or 'Ex parte inquiry'. (3)

CCS (Conduct) Rules, 1964

7. Categorize the following actions/conduct/behaviors under two headings: (i) Violating CCS (Conduct) Rules, 1964 and Government of India's orders thereunder, and (ii) Not violating the same. Assume all individuals mentioned are governed by the CCS (Conduct) Rules, 1964. Indicate only the relevant sub-number. (20×1=20)
- (a) All the UDC's in one department submit a joint representation, as the matter concerns all of them and to save paper.
 - (b) Pu Mawia bids in an auction for a vehicle arranged by his own office.
 - (c) Pu Lala emigrates to Myanmar while still in Government service.
 - (d) Pi Liani, an LDC in the district office, submits a representation to the Head of the District Office regarding her service matters.
 - (e) Pi Buangi seeks redress in the Court of Law of her grievance regarding her service conditions without obtaining permission from the prescribed authority.
 - (f) Pu Sawma indicates whom he has voted for without speaking in the MP election.
 - (g) Pi Rengi, the wife of Pu Renga, joins a recognised political party, but Pu Renga fails to report this to the Government.
 - (h) Pu Bena receives monthly rent from tenants in his buildings without obtaining permission from the prescribed authority.
 - (i) Pi Lisa, a public official, accepts a paid position as a resource person at a private coaching center. They perform this work outside of their regular working hours, but have not obtained permission from the prescribed authority.
 - (j) Pi Mary engages as an agent in a network marketing business without obtaining prior permission. However, her business activities do not impact her official performance, and as a result, her superior authority has no complaints against her.
 - (k) Pi Estheri, whose basic pay is Rs. 60,000, purchased an earring costing Rs. 100,000 but did not inform the prescribed authority about the transaction.
 - (l) A plot of land owned by Pi Zonuni, the wife of Pu Zonuna, an Assistant in GAD, is sold without prior knowledge or approval from the prescribed authority.
 - (m) Pu Davida, an officer in Pay Level 11, accepted a gift valued at Rs. 50,000 from a group of his former classmates during his wedding without obtaining prior approval from the prescribed authority.
 - (n) Pu James, a high school teacher, directly writes to a Minister, who is his childhood friend, requesting a posting to his hometown without obtaining prior permission from the prescribed authority.
 - (o) Pu Amos, a Head of Department (Director), briefs representatives of the press about the achievements of his Department without obtaining prior permission from the prescribed authority.
 - (p) Pi Rita, an officer, provided an explanation to a YouTube channel to address complaints about the works for which she is in charge, without obtaining prior permission from the prescribed authority.
 - (q) Pi Vani lends money to her relative without charging any interest.

- (r) Pi Nuni, an officer, attended a public meeting held to commemorate her excellent achievement in her official work without obtaining prior permission from the prescribed authority.
- (s) Pu Sanga attended a public meeting held by a political party. He remained on the sidelines, neither speaking nor actively participating in the discussion. The meeting was open to the public, allowing anyone to attend.
- (t) Pu Vuana made a statement in public utterance which has the effect of an adverse criticism of a Government policy implemented and completed 30 years ago.

8. List out the different assets and liabilities to be declared by the Government servant on his first appointment. (5)

CCS (Leave) Rules, 1972

9. State whether the following statements are 'True' or 'False': (15×1=15)

- (a) Leave of any kind may be refused or altered by the authority competent to grant it.
- (b) Extraordinary leave granted on medical certificate may be commuted retrospectively into earned leave.
- (c) No leave of any kind can be granted for a continuous period exceeding five years.
- (d) Any kind of leave due and admissible to a Government servant may be granted in combination with any other kind of leave including casual leave.
- (e) A Government servant who is under suspension may also be granted leave if he submits a written request.
- (f) A Government servant on leave may rejoin his duty at any time before the leave period expires.
- (g) A Government servant who has taken leave on medical certificate is required to produce a medical certificate of fitness before he is allowed to rejoin duty.
- (h) Wilful absence from duty after the expiry of leave renders Government servant liable to disciplinary action.
- (i) During Child Care Leave, the leave salary will be 100% for the first 180 days, and 80% thereafter.
- (j) An employee on Child Care Leave should not leave his headquarters.
- (k) Maternity should not be granted to unmarried female Government servants.
- (l) Paternity leave should not be refused under any circumstances.
- (m) Child Care Leave may be granted to a single male parent having minor child.
- (n) Leave that should not be debited against any other leave may be granted to a female Government servant who has submitted a sexual harassment complaint, based on the recommendation of the Internal Committee.
- (o) Study leave should be taken in a single spell during the entire duration of service.

10. Choose the correct answer from the given options. (10×1=10)

- (a) Commutation of leave of one kind into leave of another kind _____ (can / cannot) be done after the employee ceases to be in service.
- (b) The Government servant while on leave, other than _____ (study leave / leave preparatory to retirement / half pay leave) shall ordinarily be permitted to take up any other service or employment.
- (c) The period of absence not covered by grant of leave shall have to be treated as _____ (half pay leave / dies non / extraordinary leave) for all purposes viz. increment, leave and pension.

- (d) The leave account of the Government servant (other than a Military officer and those working in Vacation Department) is to be credited in advance with _____ (10 / 15 / 20) days of earned leave at the beginning of every half-year.
- (e) Unavailed joining time is to be credited to the _____ (half pay leave / commuted leave / earned leave) account of the Government servant.
- (f) The maximum earned leave that can be granted to a Government servant employed in India is _____ (180 / 30 / 300) days
- (g) Twice the amount of commuted leave granted is debited in the leave account against _____ (half pay leave / earned leave / leave not due)
- (h) Maternity leave for a total period not exceeding _____ (60 / 45 / 90) days in the entire career can be granted for miscarriage / abortion subject to certain conditions irrespective of the number of surviving children.
- (i) Paternity leave of _____ (15 / 20 / 30) days may be given to the male Government servant with less than two surviving children.
- (j) Child Care Leave may not be granted for a period less than _____ (5 / 20 / 25) days a time.

11. Give the formula to calculate the cash equivalent for earned leave. (2)
12. State the two circumstances under which Extraordinary Leave can be granted to a Government servant. Shall a Government servant on Extraordinary Leave be paid leave salary? (2+1=3)

The Government of Mizoram (Allocation of Business) Rules, 2014 & The Government of Mizoram (Transaction of Business) Rules, 2014

13. Name the Department to which the following subjects are allocated. (3×1=3)
- (a) Flood Control
 - (b) Advice on Government servant (Conduct) Rules, 1964.
 - (c) Evaluation and Monitoring of Statistics.

14. Name the Departments which are declared as Major Departments. (2)

15. What are the functions and responsibilities of the Chief Minister's Office (CMO)? (3)

OR

Mention the number and status of adviser(s) to Chief Minister as specified in the Transaction of Business Rules, 2014.

16. Mention at least four cases which shall be brought before the Cabinet in accordance with the relevant provisions of the Rules. (4)

17. Fill in the blanks. (3)

- (a) All cases of transfer and posting of Group A officers from the rank of _____ and above shall be put up by the _____ to the _____ who shall in turn, put up the matter to the _____ through the _____.
- (b) All cases of transfer and posting of Group 'A' Officers below the rank of _____ shall be put up by the _____ to the _____ through the _____.