

MIZORAM PUBLIC SERVICE COMMISSION
MIZORAM CIVIL SERVICE (JUNIOR GRADE)
DEPARTMENTAL EXAMINATION, DECEMBER-2024

PAPER - VI

Time Allowed : 3 hours

Full Marks : 100

Pass Marks : 40

Attempt all questions.

Mark for each question is indicated against it.

CCS (CCA) Rules, 1965

1. State whether the following statements are 'True' or 'False': (5×1=5)
 - (a) During a period of suspension, leave can be granted to a government servant.
 - (b) CCS (CCA) Rules, 1965 do not apply to members of All India service.
 - (c) Time limit for preferring appeal from the date of the order delivered to the appellant is 60 days.
 - (d) Withholding of promotion is one of the major penalties under CCS (CCA) Rules, 1965.
 - (e) Compulsory retirement in accordance with the provisions relating to superannuation or retirement is an action that does not amount to penalty.
2. Choose the correct answer from the given alternatives: (5×1=5)
 - (a) A govt. servant is deemed to have been under suspension from the date of _____ (*reporting/ detention*) in police custody.
 - (b) Competent authority to place a Govt. servant under suspension _____. (*Appointing authority/ Head of Department*)
 - (c) Appointing authority in respect of Group C posts is _____. (*Secretary/ Addl. Secretary*)
 - (d) Revision of penalty order by the appellate authority should be done within _____ (*90 days/ 6 months*) from the date of the order proposed to be reviewed.
 - (e) Constitutional safeguard in regard to inflicting of penalties is under article _____. (*301/311*)
3. Is suspension a recognized form of penalty? If so or if not, why? (1+1=2)
4. Mention any *four* orders against which appeal lies. (4)
5. What is ex-parte enquiry? How is it be conducted? (4)
6. Mention *three* types of cases which may merit action for imposing one of the major penalties. (3)
7. Distinguish between Censure and Warning. (3)
8. What action will be taken by the Disciplinary Authority against a Govt. servant who is convicted by a Court of Law in a criminal charge? (4)

CCS (Conduct) Rules, 1964

9. State whether the following statements are 'True' or 'False': (5×1=5)
- (a) Usage of Government servant's position or influence for employment in any firm or company is permitted.
 - (b) Written confirmation is not required when a government servant received oral direction from his superior.
 - (c) Habitual late attendance amounts to misconduct.
 - (d) Indoor games can be played in the office building up to 10 pm.
 - (e) Joint representation from Government servants is to be viewed as subversive of discipline.
10. Choose the correct answer from the given alternatives: (5×1= 5)
- (a) No government servant shall employ to work any child below the age of _____ (14/16/18) years.
 - (b) If any question arises relating to the interpretation of CCS (Conduct) Rules, it shall be referred to the _____ (High Court/Governor/Government) whose decision shall be final.
 - (c) A casual _____ (meal/party/outing), lift or other social hospitality shall not be deemed to be a gift.
 - (d) A government servant is _____ (encouraged/permitted/not allowed) to give or take or abet the giving or taking of dowry.
 - (e) All loans, whether secured or not, advanced or taken by the government servant are included in the expression _____ (investment/movable property/immoveable property).
11. Fill in the blanks: (5×1=5)
- (a) No Government servant having a spouse living, shall enter into, or contract, a _____ with any person.
 - (b) A Government servant shall strictly abide by any law relating to intoxicating _____ in force in any area in which he may happen to be for the time being.
 - (c) Every Government servant holding a supervisory post shall take all possible steps to ensure the _____ and devotion to duty of all Government servants for the time being under his control and authority.
 - (d) Every Government servant shall, at all times, observe the Government's policies regarding prevention of crime against _____.
 - (e) Awards by Government servants from _____ organization should not have a monetary component.
12. What are the duties of a Government servant towards observance of Government's policies? (2)
13. Write down *any four* essential qualities of conduct to be maintained by a government servant at all times under Rule 3 of CCS (Conduct) Rules, 1964? (4)
14. Write *three* acts or behaviours that constitute 'sexual harassment'? (2)
15. Define 'Public place'. (2)

CCS (LEAVE) RULES, 1972

16. State True or False: (5×1=5)
- (a) Maximum Earned Leave that can be encashed by a pensioner is 300 days.
 - (b) Special Casual leave should not be granted in combination with regular leave.
 - (c) Dismissal does not forfeit future employment.
 - (d) Casual leave is also a recognised leave under CCS (Leave) Rules.
 - (e) Child Care Leave shall not be granted for more than three spells in a calendar year and for a period less than 5 days.
17. Comment on the following sentence: (5×2=10)
- (a) A Govt. Servant under suspension applies Earned Leave to enable him to pay a visit to his hometown outside his headquarters.
 - (b) An unmarried female applies for Maternity Leave for delivery of a baby.
 - (c) Can Leave Not Due be granted if a Govt. Servant has Earned Leave and Half Pay Leave at his credit.
 - (d) A Govt. Servant on leave on medical certificate reports his return to duty on the expiry of leave.
 - (e) A Govt. Servant on leave reports his return to duty 15 days before the expiry of leave.
18. Under what circumstances, how casual leave may be combined with any other kinds of leave? (3)
19. Write *three* kinds of special leaves. (3)
20. Write *two* actions that can be taken against a Govt. Servant who overstayed the leave without proper sanction? (2)
21. Under what circumstances Extraordinary Leave be granted. (2)
22. To whom Study Leave can be granted? Explain *two* conditions for grant of Study Leave. (3+2=5)

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

23. Name the department to which the following subjects are allocated (5×1=5)
- (a) Natural Calamities, Draught and Flood Relief
 - (b) Regulation and Control of Fishing
 - (c) Supply Advisory Boards
 - (d) Books and Publication
 - (e) State Medicinal Plant Board
24. Describe the procedure for placing 'a matter of sensitive public importance' before the Chief Minister. (3)

- 25.** In which cases the Department of Personnel & Administrative Reforms is to be consulted by other Govt. Departments? **(2)**
- 26.** On what matters should the approval of the Chief Minister be obtained by all departments? **(3)**
- 27.** Some of the Departments' Hon'ble Ministers may call for file of other Departments. Who are they? **(2)**

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