

MIZORAM PUBLIC SERVICE COMMISSION
MIZORAM POLICE SERVICE (JUNIOR GRADE)
DEPARTMENTAL EXAMINATION.
(JULY-2025)

PAPER - I

Time Allowed : 3 hours

Full Marks : 100

Pass Marks : 40

PART - A (Multiple Choice Questions) (50 Marks)

All questions carry equal mark of 1 each. Attempt all questions.

*This Section should be answered only on the **OMR Response Sheet** provided.*

1. The financial powers of the Government, which have not been delegated to a subordinate authority, shall vest in the—
 - (a) Home Ministry
 - (b) Finance Ministry
 - (c) Ministry of Personnel and Training
 - (d) Ministry of External Affairs
2. What are the responsibilities of a Controlling Officer with regard to budget allocation?
 - (a) To ensure that the expenditure does not exceed the budget allocation
 - (b) To ensure that the expenditure should be incurred for the purpose for which funds have been allotted
 - (c) To formulate adequate control mechanism to detect errors and irregularities and guard against waste and loss of public money
 - (d) All the above
3. What is the monetary limit in case of theft, fraud, etc., above which the case is to be reported to the Police for investigation?
 - (a) Rs. 5,000
 - (b) Rs. 10,000
 - (c) Rs. 25,000
 - (d) Rs. 15,000
4. Who is responsible to submit the Budget of the Central Government before both the Houses of the Parliament before commencement of a Financial Year?
 - (a) Prime Minister of India
 - (b) Finance Minister of India
 - (c) President of India
 - (d) Speaker of Lok Sabha
5. Which of the following items form part of the Budget?
 - (a) Estimates of all interest and debt servicing charges and any repayments on loans
 - (b) Estimates of all expenditure for each programme / project
 - (c) Estimates of revenue expected during the Financial Year
 - (d) All the above

6. The primary unit in a grant of appropriation will mean-
 - (a) Major Head of Account
 - (b) Minor Head of Account
 - (c) Object Head of Account
 - (d) None of the above
7. The accounts of the Government of India are kept in-
 - (a) Consolidated Fund
 - (b) Contingency Fund
 - (c) Public Account
 - (d) All the above
8. Identify the expenditure that does not come under the purview of Revenue Expenditure?
 - (a) Salaries / wages / OE
 - (b) Grants-in-aid
 - (c) Travel expenses
 - (d) Construction of new buildings
9. What is the periodicity for re-audit in respect of Central and State Governments for the past transactions involving errors in classification?
 - (a) Three years
 - (b) Five years
 - (c) Two years
 - (d) One year
10. What is the limit up to which a Ministry / Department may directly execute repair works?
 - (a) Thirty lakhs
 - (b) twenty lakhs
 - (c) ten lakhs
 - (d) forty lakhs
11. For works costing less than Rupees _____, it will be at the discretion of the Administrative Ministry / Department to set up a Review Committee.
 - (a) one crore
 - (b) ten crores
 - (c) five crores
 - (d) twenty crores
12. Which item will not come under the purview of definition of Goods?
 - (a) Furniture, fixtures and raw materials
 - (b) Books, Publication, Periodicals
 - (c) Intangible products like Software, Patents
 - (d) Vehicles, aircraft, ships
13. What is the financial limit for purchase of goods without quotation or bids?
 - (a) Rs. 15,000
 - (b) Rs. 10,000
 - (c) Rs. 5,000
 - (d) Rs. 20,000
14. Limited tender enquiry may be adopted when estimated value of goods to be procured is up to-
 - (a) Rupees Ten lakhs
 - (b) Rupees Fifteen lakhs
 - (c) Rupees Twenty-five lakhs
 - (d) Rupees Twenty Lakhs
15. What should normally be the period of validity of a bid security?
 - (a) 30 days beyond the final bid validity period
 - (b) 45 days beyond the final bid validity period
 - (c) 60 days beyond the final bid validity period
 - (d) 40 days beyond the final bid validity period
16. Fixed assets should be verified at least once in-
 - (a) Five years
 - (b) A year
 - (c) Three years
 - (d) Four years
17. Who should certify receipt of goods and materials and record it in the appropriate stock register?
 - (a) Head of Office
 - (b) Store-keeper
 - (c) Officer in-charge of Stores
 - (d) Head of Department

- 18.** Which of the following principles must be observed while entering into a contract?
- (a) Contract must be precise
 - (b) Contract must be definite and without any ambiguities
 - (c) Standard forms of contract should be adopted
 - (d) All the above
- 19.** What is the time-limit for execution of a contract document after issue of letter of acceptance?
- (a) 30 days
 - (b) 18 days
 - (c) 21 days
 - (d) 14 days
- 20.** An arrear claim of a Government servant shall be settled by the DDO, if preferred within _____ of its becoming due.
- (a) Two years
 - (b) One year
 - (c) Three years
 - (d) Four years
- 21.** Service Books maintained in the establishment should be verified _____ by the Head of Office
- (a) Every two years
 - (b) Every year
 - (c) Every three years
 - (d) None of these
- 22.** The service book of a government servant shall be maintained in triplicate.
- (a) True
 - (b) False
- 23.** No authority may incur any expenditure or enter into any liability involving expenditure or transfer of moneys for investment or deposit from Government account unless the same has been sanctioned by _____.
- (a) Head of Office
 - (b) Finance Department
 - (c) Accounts Officer
 - (d) Competent authority
- 24.** The List of Major and Minor Heads of Accounts of Union and States is maintained by _____.
- (a) RBI
 - (b) Controller General of Accounts
 - (c) C&AG
 - (d) None of these
- 25.** Late Bids can be accepted with the approval of Finance Department.
- (a) True
 - (b) False
- 26.** The Treasury whose cash business is conducted by the Bank is called -
- (a) Non Bank Treasury
 - (b) Central Treasury
 - (c) Bank Treasury
 - (d) None of the above
- 27.** When the Treasury Officer considers claim submitted to Treasury to be disputable, he shall require the claimant to refer it to –
- (a) Finance Department
 - (b) Accountant General
 - (c) Head of Office
 - (d) Governor
- 28.** All monetary transactions entered in the cash book should be attested by –
- (a) Head of Office
 - (b) Cashier
 - (c) Accounts Officer
 - (d) Officer in charge of Stores

29. The Head of Office should verify the cash balance in the cash book _____.
(a) at the end of each quarter (b) at the end of each month
(c) daily (d) regularly
30. Receipts for some below Rs. _____ do not require the signature of the Treasury Officer and may be signed by the Treasurer and the Accountant.
(a) 5000 (b) 2000
(c) 1500 (d) 2500
31. No Duplicates or copies of receipt may be issued on the allegation that the originals have been lost.
(a) True (b) False
32. Money may not be withdrawn from the Government Account except by presentation of _____.
(a) challan (b) bill
(c) cheque (d) voucher
33. Arrear claims against the Government which are not preferred within _____ of their becoming due, can be presented without an authority from the Accountant – General
(a) three years (b) four years
(c) five years (d) two years
34. Bills for all debt head items should be drawn in separate forms in _____ ink on white paper.
(a) red (b) blue
(c) green (d) black
35. The Head of an Office may authorize any _____ serving under to sign a bill or order for him
(a) responsible officer (b) group A officer
(c) gazetted officer (d) none of these
36. Cheques shall be payable at any time within _____ after the month of issue.
(a) six months (b) one year
(c) 30 days (d) three months
37. All cheques, bills, etc., preferable at a treasury for payment can be endorsed _____ in favour of the specific party to whom the money is to be paid.
(a) only once (b) twice
(c) thrice (d) maximum five times
38. Special care shall be taken that all bills, cheques, etc., passed for payment at the treasury are paid on the same day.
(a) True (b) False
39. Recoveries may not ordinary be made at a rate exceeding _____.
(a) half of pay (b) one-third of pay
(c) one-fourth of pay (d) two-thirds of pay
40. The pay and allowances for the month of March shall be paid on _____.
(a) First day of April (b) last day of March
(c) the first working day of April (d) last working day of March

41. Dearness Allowance is not exempted from attachment by order of a court
(a) True (b) False
42. When the name of a Government servant appears for the first time in a pay bill, the bill shall be supported by a Last Pay Certificate
(a) appointment order (b) pay slip
(c) transfer order (d) last pay certificate
43. Arrears of pay, fixed allowances of leave salary should be drawn in the ordinary monthly pay bill.
(a) True (b) False
44. Pay and allowances can be drawn for the day of the Government servant's death.
(a) True (b) False
45. Contingent charges which cannot be incurred without the previous sanction of superior authority are called
(a) contract contingencies (b) countersigned contingencies
(c) special contingencies (d) fully vouched contingencies
46. No sub-vouchers may be destroyed until after a lapse of _____.
(a) three years (b) one year
(c) two years (d) five years
47. Who among the following is not authorized to sign a life certificate of pensioner?
(a) Gazetted Officer (b) MLA
(c) SBI Class I Officer (d) none of these
48. A certificate of non-employment/re-employment in Form T.R.-37) shall be obtained from all the pensioners and family pensioners in the month of _____ each year.
(a) July (b) November
(c) April (d) January
49. Payment to contractors for all work done shall be made on the basis of _____.
(a) measurement recorded in Measurement Book
(b) bills submitted to Treasury by the contractor
(c) security advance deposited by the contractor
(d) completion certificate signed by the DDO
50. In case of emergency, Contractors can submit their bills for work done to Treasury directly with the approval of Finance Department.
(a) True (b) False

PART- B (Conventional Type) (50 Marks)

*This Section should be answered only on the **Answer Sheet** provided.
Marks for each question is indicated against it.*

1. Write a short notes on any three : **(3×5=15)**
 - (a) Surrender of Savings
 - (b) Lapse of sanctions
 - (c) Capital Expenditure & Revenue Expenditure
 - (d) Bid security
2. What are the instructions to be followed where assumption of charge involves responsibility for cash, stores etc.? **(5)**
3. What are the various circumstances under which procurement by Single Tender Enquiry can be resorted? **(5)**
4. Attempt any three Questions from the following: **(3×5=15)**
 - (a) What are the various circumstances and limitations under which a Treasury Officer may permit withdrawal of money from Treasury?
 - (b) Under what circumstances may pay and allowances for a part of a month be drawn before the end of the month?
 - (c) Mention any five cases for which the utilization of departmental receipts towards departmental expenditure can be permitted.
 - (d) What do you mean by the terms “Bill” and “Vouchers”?
5. What are the rules to be observed by the Govt. Officers who are required to receive govt. dues and handle cash? **(10)**

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