

MIZORAM PUBLIC SERVICE COMMISSION
LIMITED DEPARTMENTAL EXAMINATION FOR PROMOTION TO
HEADMASTER, GOVERNMENT MIDDLE SCHOOL UNDER SCHOOL EDUCATION
DEPARTMENT, GOVERNMENT OF MIZORAM.
(SEPTEMBER - 2026)

PAPER - IV

Time Allowed : 3 hours

Full Marks : 100

Pass Marks : 40

SECTION - A (Conventional Type Question)
(50 Marks)

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

1. Mention any three (3) principles a Government servant should observe in regard to consumption of intoxicating drinks and drugs. (3)
2. Mention any 3 (three) points that explain 'sexual harassment' in the context of Rule 3-C (2)(a) of the CCS (Conduct) Rules. (3)
3. Under what circumstances will Common Proceedings be called for? What points will an order of common proceedings specify? (5)
4. Mention the step by step actions to be taken by the Disciplinary Authority on the inquiry report. (5)
5. Mention any four orders against which a government servant may prefer an appeal. (4)
6. What is a "Vacation Department"? (2)
7. How will you regulate claim to leave at the credit of a Government servant who resigned from a post to take up a new post for which he applied through proper channel? (2)
8. Mention any 3 (three) provisions under Rule 43-C regarding Child Care Leave. (3)
9. What are the conditions under which a Government servant is permitted to claim Travelling Allowance for medical attendance? Name at least two special diseases. (3+2=5)
10. Under what conditions can a Govt. servant receive treatment at his residence? (2)
11. Does the Central Services (Medical Attendance) Rules, 1944 apply to the following? (3x1=3)
 - (a) A probationer
 - (b) Defence Accounts Department personnel
 - (c) Defence Services personnel
12. Who is the custodian of ACRs in respect of Teacher, Govt M/S? (1)
13. Explain the importance of Annual Confidential Report. (4)

14. In case of certain posts (eg. Personal Assistant to Deputy Secretary, etc.) wherein there cannot be authorities higher than the Reporting Authority to review and accept the ACR, what is the instruction of the Government? (2)
15. What is the time limit for a government servant to submit a representation against adverse remarks communicated to him? Can the representation be entertained after the expiry of the time limit? (3)
16. When a Government servant while in transit on transfer, is directed to proceed to a place different from that indicated in the initial order of transfer, what is the joining time admissible to him? (3)

SECTION - B (MCQ Type Question)
(50 Marks)

*All questions carry equal mark of 1. Attempt all questions.
This Section should be answered only on the OMR Response Sheet provided.*

1. Under Rule 18, which of the following need not be included in the property return of a Government servant?
 - (a) Jewellery
 - (b) Insurance policies covered by Rule 18
 - (c) Articles of daily use such as clothes and books
 - (d) Motor vehicles
2. Subject to the exception provided under Rule 21, a Government servant is prohibited from contracting a marriage:
 - (a) with a person belonging to another religion
 - (b) unless the marriage is registered
 - (c) with a person having a spouse living, or while the government servant's own spouse is living
 - (d) before attaining the age of 30
3. Under the CCS (Conduct) Rules, 1964, what is the position regarding participation in strikes by Government servants in connection with their service matters?
 - (a) Allowed only during non-working hours
 - (b) Allowed if the demand is for better pay
 - (c) Allowed with prior permission from superior authority
 - (d) Strictly prohibited
4. If a doubt arises whether an organisation takes part in politics for purposes of Rule 5, whose decision is final?
 - (a) Election Commission
 - (b) Head of Office
 - (c) Departmental Promotion Committee
 - (d) The Government

5. Displaying an electoral symbol by a government servant on his vehicle is treated under Rule 5 as:
 - (a) a private act outside service rules
 - (b) permissible if done outside office hours
 - (c) using his influence in connection with an election
 - (d) permissible unless the vehicle is Government-owned
6. The restriction contained in Rule 8(1) does not apply where a Government servant, in the bona fide discharge of his official duties:
 - (a) starts a private news channel
 - (b) edits a political weekly
 - (c) publishes a book or participates in public media
 - (d) anonymously contributes criticism of Government policy
7. Under Rule 18, every Government servant, on first appointment, is required to submit a return of assets and liabilities covering:
 - (a) immovable property owned, acquired or inherited by the Government servant only
 - (b) immovable property and major movable assets, but excluding debts and liabilities
 - (c) immovable property, shares/debentures, cash including bank deposits, other movable property, debts and liabilities
 - (d) assets acquired after appointment, including property, investments and bank deposits
8. A Government servant enters into a movable property transaction in his own name or in the name of a family member. Under Rule 18, he must report it within one month if the value exceeds:
 - (a) two months' basic pay
 - (b) one month's basic pay
 - (c) Rs. 10,000
 - (d) six months' gross salary
9. Under the CCS (Conduct) Rules, 1964, a government servant posted as a Private Secretary to a Minister:
 - (a) Is exempted from maintaining political neutrality
 - (b) May actively support the Minister's political party
 - (c) Is exempted from maintaining political neutrality outside office hours
 - (d) Is bound to maintain political neutrality like all other Government servants
10. Under the CCS (Conduct) Rules, 1964, a government servant is prohibited from canvassing in support of which of the following?
 - (a) A Government welfare scheme
 - (b) A charitable organisation
 - (c) Any business of insurance or commission agency managed by a family member
 - (d) A cooperative society registered under Government law

11. Under Rule 3-C of the CCS (Conduct) Rules, 1964 relating to prohibition of sexual harassment of working women, which of the following is true?
 - (a) Only physical contact counts as sexual harassment.
 - (b) Creating a hostile work environment for women may amount to sexual harassment.
 - (c) Physical advances does not count as sexual harassment.
 - (d) Supervisors need not act against harassment.
12. According to the CCS (Conduct) Rules, 1964 managing a newspaper requires:
 - (a) Prior Government sanction
 - (b) No approval
 - (c) Approval from local media
 - (d) Approval only from Department head
13. Which category of Government servants is required under Rule 18 to submit an annual return giving particulars of immovable property?
 - (a) Group A only
 - (b) Group A and Group B
 - (c) Group B and Group C only
 - (d) All Government servants without exception
14. A government servant marries a person who is not an Indian national. Under Rule 21, the Government servant is required to:
 - (a) obtain prior permission from the Government before continuing in service
 - (b) submit an application for post-facto approval within one year of marriage
 - (c) forthwith intimate the fact of such marriage to the Government
 - (d) report the marriage only while applying for or renewing a passport
15. Under Rule 3, when a government servant receives an unavoidable oral direction from an official superior, what is he required to do?
 - (a) Comply with it only after obtaining written approval from the Head of Office
 - (b) Seek confirmation of the direction in writing as early as possible
 - (c) Record the direction himself and treat that record as sufficient confirmation
 - (d) Refuse to act upon the direction unless it is first issued in writing
16. A government servant habitually completes assigned work after the prescribed time and below the expected quality. Under Rule 3, this is deemed to constitute:
 - (a) misconduct only if financial loss is caused to Government
 - (b) lack of integrity
 - (c) lack of devotion to duty
 - (d) conduct unbecoming of a Government servant only if a warning has previously been issued
17. A Government servant's family member participates in an activity tending indirectly to be subversive of the Government established by law. The Government servant tries but is unable to prevent such participation. Rule 5 requires him to:
 - (a) publicly disassociate himself from the family member
 - (b) initiate legal proceedings against the family member
 - (c) obtain permission from his HoD to continue residing with the family member
 - (d) report the matter to the Government

18. Which of the following would NOT, by itself, violate the election-related restrictions under Rule 5?
- (a) Privately persuading colleagues to vote for a particular candidate
 - (b) Canvassing for a candidate without identifying oneself as a Government servant
 - (c) Assisting in the conduct of an election as part of a duty imposed by law
 - (d) Using one's official influence to encourage support for a candidate
19. Under Rule 6, membership of an association is prohibited where its objects or activities are prejudicial to:
- (a) Government policy, administrative efficiency or departmental discipline
 - (b) national security, Government revenue or administrative neutrality
 - (c) the sovereignty and integrity of India, public order or morality
 - (d) the interests of government employees, public administration or national development
20. A government servant proposes to acquire part ownership of an electronic-media organisation without taking part in its day-to-day management. Under Rule 8, he:
- (a) may do so because the restriction applies only to management or editing
 - (b) may do so if the organisation does not publish political content
 - (c) requires sanction only if his ownership exceeds 50 per cent
 - (d) requires previous sanction of the Government
21. Which statement made publicly by a government servant would fall most clearly within the restriction under Rule 9?
- (a) A statement capable of embarrassing relations between the Central Government and a State Government.
 - (b) A statement made in due performance of duties assigned to him
 - (c) A statement made in his official capacity explaining an assigned Government programme.
 - (d) A neutral academic statement having no bearing on Government policy or inter-governmental relations.
22. Which of the following is outside the prohibition contained in Rule 9?
- (a) Adverse public criticism of a recent State Government policy in a personal capacity.
 - (b) An anonymous article capable of embarrassing relations with a foreign Government.
 - (c) A public statement adversely criticising a current Central Government action.
 - (d) Views expressed by a government servant in his official capacity or in due performance of assigned duties.
23. A government servant consumes an intoxicating drink at a place accessible to members of the public upon payment of an entry fee but does not become intoxicated. Which statement most accurately reflects Rule 22?
- (a) There is no violation because he did not appear intoxicated.
 - (b) There is no violation if consumption is lawful under the local law.
 - (c) There is a violation only if his subsequent performance of official duties is affected.
 - (d) The consumption itself is prohibited because the place falls within the Rule's definition of a public place.

24. A Government servant proposes to purchase immovable property from a person with whom he has official dealings. Under Rule 18, he must obtain:
- (a) only previous knowledge of the prescribed authority
 - (b) previous sanction of the prescribed authority
 - (c) post-facto approval within one month
 - (d) previous sanction only where the property is purchased in the name of a family member
25. The CCS (CCA) Rules, 1965 came into force on:
- (a) 15th October, 1965
 - (b) 1st December, 1965
 - (c) 1st January, 1966
 - (d) 26th January, 1965
26. A copy of the inquiry report must be forwarded to the Government servant:
- (a) Only when the inquiry report is adverse
 - (b) Only when the penalty proposed is dismissal
 - (c) Only when UPSC requires it
 - (d) Whether the report is favourable or not
27. Under Rule 15, before imposing a major penalty after inquiry, the disciplinary authority:
- (a) Must give another opportunity to represent on the proposed penalty
 - (b) Must conduct a second inquiry
 - (c) Need not give opportunity to make representation on the proposed penalty
 - (d) Must obtain approval of the Head of Office
28. Under Rule 18, common proceedings may be ordered where:
- (a) Two or more Government servants are concerned in a case
 - (b) The same inquiry officer is available
 - (c) The witnesses are common in two unrelated cases
 - (d) The officers belong to different departments
29. Under Rule 20, where services of a government servant are lent to another Department, State Government or authority, the borrowing authority has power to:
- (a) Dismiss him directly in every case
 - (b) Act only after the lending authority completes inquiry
 - (c) Place him under suspension and conduct disciplinary proceedings
 - (d) Decide his appeal under Rule 24
30. Under Rule 25, no appeal is ordinarily entertained unless preferred within how many days from the date on which a copy of the order appealed against is delivered to the appellant:
- (a) 15 days
 - (b) 30 days
 - (c) 45 days
 - (d) 90 days

- 31.** The maximum amount of extraordinary leave that may be granted to a government servant for pursuing studies in public interest is:
- (a) 12 months
 - (b) 18 months
 - (c) 36 months
 - (d) 24 months
- 32.** For single female Government servants, Child Care Leave can be availed up to:
- (a) 3 spells in a calendar year
 - (b) 4 spells in a calendar year
 - (c) 6 spells in a calendar year
 - (d) Unlimited spells in a calendar year
- 33.** Under the CCS (Leave) Rules, 1972, a single male Government servant may be granted Child Care Leave for:
- (a) A maximum of 720 days for two eldest surviving children
 - (b) A maximum of 730 days for two eldest surviving children
 - (c) An unlimited period for disabled children only
 - (d) A maximum of 15 days each for two eldest surviving children
- 34.** Under the CCS (Leave) Rules, 1972, what is the maximum limit of Leave Preparatory to Retirement that a Government servant may be granted?
- (a) 150 days
 - (b) 240 days
 - (c) 300 days
 - (d) 365 days
- 35.** What is the maximum period of child adoption leave that can be granted to a female Government servant under the CCS (Leave) Rules, 1972?
- (a) 180 days
 - (b) 120 days
 - (c) 90 days
 - (d) 240 days
- 36.** Under the CCS (Leave) Rules, 1972, which of the following is true about Leave Not Due?
- (a) Leave Not Due may be granted to temporary Government servants suffering from specific illnesses with at least one year of service
 - (b) Temporary Government servants are not eligible for Leave Not Due
 - (c) Leave Not Due requires no medical certificate
 - (d) Leave Not Due applies only to permanent employees
- 37.** The maximum amount of study leave that may be granted to a Government servant during his entire service shall not exceed:
- (a) 12 months
 - (b) 18 months
 - (c) 36 months
 - (d) 24 months
- 38.** Half pay leave may be granted :
- (a) On production of medical certificate only
 - (b) On medical certificate or on private affairs
 - (c) Only if Earned Leave have been exhausted
 - (d) Female Government servants only

39. "Completed years of service" includes:
- (a) Only the period actually spent on duty
 - (b) Duty period and earned leave, but not extraordinary leave
 - (c) Duty period excluding all kinds of leave
 - (d) Period spent on duty as well as on leave, including extraordinary leave
40. Under Rule 3, "date of retirement" means:
- (a) The morning of the first day of the month following retirement
 - (b) The last working day before attaining retirement age
 - (c) The afternoon of the last day of the month in which the Government servant attains the prescribed age of retirement
 - (d) The date on which pension papers are approved
41. Under Rule 28, how is earned leave credited to a government servant serving in a Vacation Department?
- (a) Two instalments of 15 days each on 1st January and 1st July
 - (b) Two instalments of 5 days each on 1st January and 1st July
 - (c) Two instalments of 10 days each on 1st January and 1st July
 - (d) Monthly credit of 2½ days for each completed calendar month
42. The total earned leave credited to a Vacation Department employee in a calendar year under Rule 28 must not exceed:
- (a) 10 days
 - (b) 20 days
 - (c) 30 days
 - (d) 45 days
43. Leave Not Due granted to a Government servant is debited against:
- (a) Half pay leave subsequently earned
 - (b) Earned leave subsequently earned
 - (c) Commuted leave subsequently applied for
 - (d) Extraordinary leave subsequently sanctioned
44. If the distance between old and new headquarters is 1001–2000 km, the normal joining time admissible is:
- (a) 10 days
 - (b) 12 days
 - (c) 15 days
 - (d) 20 days
45. If charge of the old post is handed over in the afternoon, joining time commences from:
- (a) The same afternoon
 - (b) The next working day after holiday
 - (c) The forenoon of the same day
 - (d) The following date
46. In case of transfer at own request, the period between handing over charge and taking over charge may be treated as:
- (a) Compulsory waiting period
 - (b) Joining time
 - (c) Leave admissible at the request of the official
 - (d) Suspension period

47. A Government servant who overstays joining time will:

- (a) Receive full pay but no allowances
- (b) Have the period treated as earned leave
- (c) Receive no pay or leave salary for the overstayal period
- (d) Be automatically granted extension of joining time

48. Joining time cannot be combined with:

- (a) Earned Leave
- (b) Half Pay Leave
- (c) Extraordinary Leave
- (d) Casual Leave

49. Unavailed joining time may be credited to Earned Leave account subject to a maximum of how many days?

- (a) 15
- (b) 10
- (c) 5
- (d) 20

50. Joining time under CCS (Joining Time) Rules, 1979 refers to:

- (a) The period treated as leave between relinquishment of charge of the old post and assumption of charge of the new post.
- (b) The time allowed to a government servant to join a new post or to travel to the station to which he is posted.
- (c) The period granted to a government servant for making arrangements for transfer, including handing over charge and shifting residence.
- (d) The time allowed only when a government servant is transferred in public interest from one headquarters to another involving change of residence.

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