

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

**PAPER - III**

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.*

***Direction (Question Nos. 1 - 4) : Answer any 3 of the following.***

**(3×5=15)**

1. State five primary general duties that every Government servant must maintain at all times as stipulated in Rule 3(1).
2. What are the instructions that must be followed by a Government servant regarding intoxicating drinks and drugs? Define 'Public Place' in this connection.
3. What are the general instructions regarding taking part in politics and elections?
4. What are the activities in which a Government servant may engage without the previous sanction of the Government?

***Direction (Question Nos. 5 - 7) : Answer any 2 of the following.***

**(2×5=10)**

5. Define "Suspension" in the context of a Government servant. What is the primary purpose of placing an official under suspension pending a departmental enquiry?
6. What are the guiding principles for placing a Government servant under suspension?
7. What is deemed suspension? What happens if a Government servant is released on bail after a period of 52 hours?

***Direction (Question Nos. 8 - 10) : Answer any 2 of the following.***

**(2×5=10)**

8. Mr. Zohminga, a Headmaster drawing a basic pay of Rs. 90,000 in Level 10 of the pay matrix, retires on superannuation. On the date of his retirement, the prevailing Dearness Allowance (DA) rate is 46%. His leave account shows a balance of 250 days of Earned Leave (EL) and 200 days of Half Pay Leave (HPL).

Based on the CCS (Leave) Rules, 1972: (i) Determine the exact number of days of EL and HPL Mr. Zohminga is entitled to encash. (ii) Calculate the total amount of cash equivalent of leave salary payable to Mr. Zohminga. Show the step-by-step calculation.

9. What are the provisions for granting Maternity Leave to a female Government servant under the CCS (Leave) Rules, 1972? Explain the rules regarding its combination with other kinds of leave.
10. Explain the procedure for crediting Earned Leave to the leave account of a Government servant serving in a department other than a Vacation Department. What is the maximum limit of Earned Leave that can be accumulated and granted at a time?
11. Define “Authorised Medical Attendant” (AMA) under the CCS (Medical Attendance) Rules, 1944. (5)

**OR**

How is the term “Family” defined for the purpose of receiving medical benefits under these rules?

12. What pay and allowances is a Government servant entitled to draw during joining time, and what allowances are excluded? (3)
13. What is the joining time admissible when a Government servant is transferred to a new post within the same station? (1)
14. How is joining time regulated for temporary transfers not exceeding 180 days? (1)
15. What is the minimum period of continuous supervision required for a Reporting Authority to be eligible to write the PAR of a subordinate? What restriction applies if the officer and the subordinate are close relatives? (3)
16. Under the guidelines for the Mizoram PAR Rules, 2010, under what specific circumstance must a Reporting Authority use a separate sheet to justify numerical gradings? (2)

**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 3(1), which of the following is an explicitly stated general duty that a Government servant must maintain at all times?
  - (a) Avoid all political discussions in private life.
  - (b) Maintain absolute integrity and devotion to duty.
  - (c) Seek prior approval before making personal financial investments.
  - (d) Report all private familial disputes to the head of the office.
2. An Assistant Director receives a complex oral instruction from his superior regarding a sensitive procurement matter. The subordinate feels the instruction might bypass standard protocols. What is the subordinate's prescribed course of action?
  - (a) Refuse to act until a written order is provided by the superior.
  - (b) Execute the task immediately and record it in a personal diary.
  - (c) Seek confirmation of the oral direction in writing as early as possible.
  - (d) Escalate the matter to the Chief Vigilance Officer without notifying the superior.
3. According to Rule 7, a Government servant is explicitly prohibited from engaging in which of the following?
  - (a) Seeking legal counsel for a service matter.
  - (b) Resorting to or abetting any form of strike in connection with service matters.
  - (c) Submitting a representation through proper official channels.
  - (d) Joining a government-sponsored recreational club.
4. What is the statutory requirement under Rule 21 if a Government servant marries a person of Non-Indian Nationality?
  - (a) The Government servant must resign immediately.
  - (b) The Government servant must obtain prior clearance from the Ministry of External Affairs.
  - (c) The Government servant shall forthwith intimate the fact to the Government.
  - (d) The spouse must apply for Indian citizenship within one year.
5. According to Rule 6, a Government servant is strictly prohibited from joining or continuing to be a member of any association whose objects or activities are prejudicial to:
  - (a) The financial interests of the State Government.
  - (b) The sovereignty and integrity of India, or public order or morality.
  - (c) The administrative efficiency of the department.
  - (d) The existing promotional avenues of the employees.

6. An official writes an academic book in her personal capacity and appears on a public news channel to discuss it. What specific condition must she fulfill during this appearance?
  - (a) She must remit 30% of all book royalties to the Government.
  - (b) She must clear all interview questions with her department beforehand.
  - (c) She must at all times make it clear that the views expressed by her are her own and not that of the Government.
  - (d) She must wear her official uniform or ID badge during the broadcast.
7. Without obtaining the previous sanction of the Government, a Government servant is permitted to engage in which of the following activities?
  - (a) Canvassing in support of an insurance agency owned by a family member.
  - (b) Undertaking occasional work of a literary, artistic, or scientific character.
  - (c) Holding an elective office in an incorporated body.
  - (d) Participating in a privately produced video magazine.
8. Every Government servant belonging to Group 'A' and Group 'B' must submit an annual return giving full particulars regarding:
  - (a) All movable assets whose total combined value exceeds Rs. 10,000.
  - (b) Total familial debt and household liabilities.
  - (c) Immovable property inherited, owned, acquired, or held on lease or mortgage.
  - (d) Only the properties located outside the territory of India.
9. An employee, unhappy with his stalled promotion, asks a local politician to speak to the Department Secretary on his behalf to expedite the file. Under Rule 20, this behavior is:
  - (a) A legitimate grievance redressal mechanism.
  - (b) Prohibited, as a Government servant shall not bring outside influence to bear upon any superior authority to further his interests.
  - (c) Permitted only if the politician is from the ruling party.
  - (d) Addressed as a procedural lapse requiring a verbal warning.
10. Under Rule 9, the prohibition on adverse criticism of the Government applies to statements made in which of the following formats?
  - (a) Radio broadcasts only.
  - (b) Printed newspaper articles only.
  - (c) Any radio broadcast, telecast through any electronic media, document, communication to the press, or public utterance.
  - (d) Internal departmental memos only.
11. A government official is off-duty and attending a family gathering at a public restaurant. During the event, alcoholic beverages are served. According to Rule 22, the official:
  - (a) May drink freely since he is off-duty and in civilian clothing.
  - (b) Must refrain from consuming any intoxicating drink or drug in a public place.
  - (c) May consume alcohol provided he does not operate a motor vehicle afterwards.
  - (d) Must seek special dispensation from his Head of Department to drink in public.

- 12.** Pu Hminga, a government servant, displays a prominent electoral symbol of a specific political party on his personal vehicle, which he parks at his residence. Does this action violate the CCS (Conduct) Rules?
- (a) No, because it is his personal vehicle and private residence.
  - (b) Yes, as the display of any electoral symbol amounts to using his influence in connection with an election.
  - (c) No, as long as he does not actively campaign during office hours.
  - (d) Yes, but only if the election is actively underway in his constituency.
- 13.** A Government servant is invited by a private institution to evaluate examination papers and is offered a monetary fee for the work. According to the provisions regarding private employment, what must the official do?
- (a) Accept the fee without informing the Government as it is purely academic work.
  - (b) Surrender the entire fee to the Consolidated Fund of India.
  - (c) Not accept any fee for any work done for any private body without the sanction of the prescribed authority.
  - (d) Accept the fee but donate it directly to a registered charitable organization.
- 14.** A Headmaster (Group A post) purchases a piece of jewelry worth three months of his basic pay in his own name from a regular jeweler who has no official dealings with him. What is the required course of action regarding this transaction?
- (a) He must obtain previous sanction from the prescribed authority before making the purchase.
  - (b) He must report the transaction to the prescribed authority within one month from the date of the transaction.
  - (c) He does not need to report it as jewelry is considered an article of daily use.
  - (d) He only needs to declare it during the submission of his annual immovable property return.
- 15.** Under Rule 15(2), which of the following activities may a Government servant undertake without the previous sanction of the Government?
- (a) Negotiating for another employment.
  - (b) Holding an elective office in a cooperative society.
  - (c) Undertaking honorary work of a social or charitable nature.
  - (d) Engaging indirectly in a private retail business.
- 16.** According to the provisions regarding the effect of suspension, does an order of suspension put an end to a Government servant's service?
- (a) Yes, it immediately terminates the relationship of master and servant.
  - (b) No, it does not put an end to his service under the Government.
  - (c) Yes, but only temporarily until the court decides.
  - (d) No, but it removes their lien on any permanent post.

17. What is the status of a Government servant's lien on their permanent post while they are under suspension?
- (a) The lien is immediately terminated.
  - (b) The lien is temporarily transferred to a leave reserve post.
  - (c) The lien is suspended until final exoneration.
  - (d) The suspended Government servant retains a lien on the permanent post held by him substantively.
18. Under the rules for deemed suspension, what is the minimum duration of detention in custody on a criminal charge that triggers an automatic suspension?
- (a) Exceeding 24 hours.
  - (b) Exceeding 48 hours.
  - (c) Exceeding 72 hours.
  - (d) Exceeding 96 hours.
19. How must an order placing a Government servant under suspension be communicated?
- (a) It can be an oral order if followed by written confirmation within 7 days.
  - (b) It must be a specific order made in writing by the competent authority.
  - (c) It can be communicated via an unrecorded telephone call.
  - (d) It must be published in the departmental gazette.
20. How is the headquarters of an officer determined during their period of suspension?
- (a) The officer can choose any location in India.
  - (b) The station of posting immediately before his suspension will be the headquarters.
  - (c) The headquarters automatically shifts to the Ministry's central office.
  - (d) The officer is required to report daily to the nearest police station.
21. May an officer under suspension leave their headquarters?
- (a) Yes, but only on national holidays.
  - (b) Yes, without any restrictions.
  - (c) No, they cannot leave their headquarters without prior permission.
  - (d) No, under no circumstances can the headquarters be left or changed.
22. What does Fundamental Rule 55 dictate regarding the grant of leave to a suspended Government servant?
- (a) It guarantees 15 days of casual leave annually.
  - (b) It allows half-pay leave for medical emergencies.
  - (c) It prohibits the grant of leave to a Government servant under suspension.
  - (d) It forces the Government servant to exhaust all earned leave first.

- 23.** What retirement benefits are provided if a Government servant attains the age of superannuation while under suspension before proceedings are concluded?
- (a) Full pension and full gratuity are paid immediately.
  - (b) They cease to draw subsistence allowance and are paid only provisional pension; no gratuity is paid until conclusion.
  - (c) They continue to receive subsistence allowance until the proceedings end.
  - (d) No pension or gratuity is paid until the final verdict.
- 24.** Can the competent authority withhold leave encashment if a suspended Government servant retires on superannuation?
- (a) No, leave encashment is an absolute right that cannot be withheld.
  - (b) Yes, the authority may withhold whole or part of the cash equivalent of earned leave if there is a possibility of money becoming recoverable.
  - (c) Yes, but only up to a maximum of 30 days of earned leave.
  - (d) No, unless a criminal court issues a direct freeze order.
- 25.** What occurs if a Government servant dies while under suspension before disciplinary proceedings are concluded?
- (a) The family inherits the pending disciplinary fines.
  - (b) The proceedings terminate and abate; the period is treated as duty, and full pay and allowances are paid to the family.
  - (c) The proceedings continue ex parte against the deceased's estate.
  - (d) The family receives only the remaining subsistence allowance and no pension.
- 26.** Under Rule 3, the term "date of retirement" in relation to a Government servant is defined as:
- (a) The morning of the last day of the month in which they attain retirement age.
  - (b) The afternoon of the last day of the month in which the Government servant attains the age prescribed for retirement.
  - (c) The exact date of their birth upon reaching the retirement age.
  - (d) The first day of the month following their retirement age.
- 27.** According to Rule 26, the leave account of a Government servant serving in a department other than a Vacation Department is credited with Earned Leave in advance in two installments of:
- (a) 10 days each on the 1<sup>st</sup> day of January and July.
  - (b) 15 days each on the 1<sup>st</sup> day of January and July.
  - (c) 15 days each on the 1<sup>st</sup> day of April and October.
  - (d) 30 days annually on the 1<sup>st</sup> day of January.
- 28.** Subject to the provisions of Rules 7 and 39, what is the maximum Earned Leave that may be granted at a time to a Government servant employed in India?
- (a) 120 days
  - (b) 150 days
  - (c) 180 days
  - (d) 300 days

29. As per Rule 29, what is the rate at which Half Pay Leave is credited for each completed calendar month of service?
- (a) 1.5 days (b) 5/3 days  
(c) 2 days (d) 2.5 days
30. According to Rule 30, when Commuted Leave is granted to a Government servant, how is it debited against their leave account?
- (a) An equal amount of leave is debited against half pay leave due.  
(b) Twice the amount of such leave shall be debited against the half pay leave due.  
(c) It is debited against earned leave due.  
(d) Half the amount of such leave is debited against half pay leave.
31. What is the maximum limit of "Leave Not Due" that may be granted to a permanent Government servant during their entire service under Rule 31?
- (a) 180 days (b) 240 days  
(c) 300 days (d) 360 days
32. How is "Leave Not Due" adjusted in the leave account of a Government servant?
- (a) It is debited against future earned leave they may earn.  
(b) It is not debited against any account.  
(c) It is debited against the half pay leave the Government servant may earn subsequently.  
(d) It is deducted from their retirement gratuity.
33. Under Rule 39(2)(a), what is the maximum number of days for which the cash equivalent of leave salary (Earned Leave + Half Pay Leave) can be granted to a Government servant on retirement?
- (a) 150 days (b) 240 days  
(c) 300 days (d) 360 days
34. Under Rule 43(3), Maternity Leave can be granted in case of miscarriage, including abortion. What is the maximum limit for such leave during the entire service?
- (a) 15 days (b) 30 days  
(c) 45 days (d) 60 days
35. Rule 50 outlines the conditions for the grant of Study Leave. What is the minimum regular continuous service required for a Government servant to be eligible for Study Leave?
- (a) Two years (b) Three years  
(c) Five years (d) Ten years
36. Which of the following categories of employees is strictly excluded from the purview of the CCS (Medical Attendance) Rules, 1944 because they are governed by their own separate medical rules?
- (a) Probationers of Central Civil Services  
(b) Central Government employees stationed in non-CGHS areas  
(c) Railway Servants  
(d) Central Government employees on official tour

- 37.** Within what time limit must a Government servant submit a medical reimbursement claim from the date of completion of treatment?
- (a) 1 month
  - (b) 3 months
  - (c) 6 months
  - (d) 1 year
- 38.** Up to what age is an unmarried son (who is not suffering from any permanent disability) considered a dependent family member under the CCS (MA) Rules?
- (a) 18 years
  - (b) 21 years
  - (c) 25 years or till he starts earning, whichever is earlier
  - (d) No age limit as long as he is unmarried
- 39.** Are the parents of a female Government servant eligible for medical benefits under the CCS (MA) Rules?
- (a) No, parents of female employees are completely excluded.
  - (b) Yes, she can include both her parents and her parents-in-law simultaneously.
  - (c) Yes, but she has the option to include either her own parents OR her parents-in-law, subject to the dependency criteria.
  - (d) Only her widowed mother is eligible.
- 40.** Do the CCS (Medical Attendance) Rules, 1944 apply to retired Central Government officials (pensioners)?
- (a) Yes, they apply universally to all pensioners.
  - (b) Yes, but only to those pensioners who reside in non-CGHS areas.
  - (c) No, they strictly do not apply to pensioners.
  - (d) Yes, but only for inpatient hospital treatment.
- 41.** Under the CCS (Joining Time) Rules, 1979, which of the following categories of employees are explicitly excluded from the application of these rules?
- (a) Work-charged staff
  - (b) Surplus staff undergoing redeployment
  - (c) Railway employees
  - (d) Central Government employees transferred in public interest
- 42.** What is the joining time admissible for a Government servant undergoing a temporary transfer for a period of 150 days?
- (a) 10 days
  - (b) 12 days
  - (c) No joining time is admissible; only actual transit time is allowed
  - (d) 1 day

43. If a Government servant hands over the charge of his old post in the afternoon, from when does his joining time commence?
- (a) From the same date of relinquishment. (b) From the following date.  
(c) From the date of his actual travel. (d) From the date he assumes the new charge.
44. How much joining time is admissible for a transfer where the distance between the old and new headquarters is 1,500 Kms, assuming ordinary travel without continuous road travel of more than 200 Kms?
- (a) 10 days (b) 12 days  
(c) 15 days (d) 1 day
45. With which of the following types of leave can joining time NOT be combined?
- (a) Earned Leave (b) Half Pay Leave  
(c) Casual Leave (d) Vacation
46. To which of the following services do the Mizoram State Government Employees (Performance Appraisal Report) Rules, 2010 NOT apply?
- (a) Group 'A' officers under the Government of Mizoram  
(b) Members of Mizoram Judicial Service on deputation to the State Government  
(c) Members of Mizoram Engineering Service and other Technical Services  
(d) Officers serving in the Personnel Department
47. According to the schedule for the completion of Performance Appraisal Reports, what is the cut-off date for the reporting authority to complete the appraisal?
- (a) 30<sup>th</sup> April (b) 31<sup>st</sup> May  
(c) 30<sup>th</sup> June (d) 31<sup>st</sup> July
48. What is the final deadline beyond which no remarks shall be recorded in a Performance Appraisal Report for a given financial year?
- (a) 31<sup>st</sup> October of the current year  
(b) 31<sup>st</sup> December of the year in which the financial year ended  
(c) 15<sup>th</sup> January of the following year  
(d) 31<sup>st</sup> March of the following year
49. According to the Mizoram State Government Employees (PAR) Rules, 2010, which of the following numerical gradings must be adequately justified in the pen-picture by way of specific failures or accomplishments?
- (a) 3-4 and 7-8 (b) 1-2 and 9-10  
(c) 4-5 and 6-7 (d) Any grading below 5
50. The PAR of an officer shall not be initiated, reviewed, or accepted unless the officer submits which of the following mandatory documents?
- (a) A five-yearly curriculum vitae update (b) Property return  
(c) Annual work plan (d) Medical check-up report