

MIZORAM PUBLIC SERVICE COMMISSION
LIMITED DEPARTMENTAL EXAMINATIONS FOR PROMOTION TO
ASSISTANT JAILOR UNDER HOME (PRISON) DEPARTMENT,
GOVERNMENT OF MIZORAM. MARCH - 2020

PAPER - II

Time Allowed : 3 hours

Full Marks : 100

Marks for each question is indicated against it.

Attempt all questions.

GROUP – A

CCS(CONDUCT) RULES, 1964

1. Answer any **5 (five)** of the following :- **(5×4=20)**
- (a) Write only 3 (three) things a Govt. servant should always maintain as mentioned in Rule 3 – General of CCS (Conduct) Rules.
 - (b) What does Rule 3-A of the CCS (Conduct) Rules, 1964 say about display of promptness and courtesy by Government servants?
 - (c) What does Rule 3-B of the CCS (Conduct) Rules, 1964 say about observance of Government's policies by Government servants?
 - (d) Mention any four acts or conducts of a Government servant which may amount to misconduct.
 - (e) Who are authorized to meet the representatives of the Press and give official information?
 - (f) Write down the provision of Rule 20 of the CCS (Conduct) Rules, 1964 regarding canvassing of non-officials and other outside influence.
2. Answer **any 3 (three)** of the following :- **(3×5=15)**
- (a) What, in the context of CCS (Conduct) Rules, is a strike meant?
 - (b) What are the instructions laid down in Conduct Rules regarding oral instructions?
 - (c) Spell out the instances of "sexual harassment" as explained under Rule 3-C of the CCS (Conduct) Rules, 1964.
 - (d) Mention the five principles a Govt. servant should observe in relation to consumption of intoxicating drinks or drugs.
3. State the following statements 'true' or 'false' **(10×1=10)**
- (a) Every Government servant shall at all times maintain courtesy and good behavior with the public.
 - (b) Workplace in relation to sexual harassment does not include a dwelling place or a house.
 - (c) A Government servant may approach MLAs for sponsoring his individual case.
 - (d) Every Government servant making a representation should do so separately and in his own name.
 - (e) Government servant may play cards on the lawns outside office buildings.
 - (f) Holding of meetings/demonstrations by Government servant within office premises is violation of Rule 7 of CCS (Conduct) Rules.

- (g) Every Government servants are permitted to communicate official information to the Press.
- (h) A Government servant shall so manage his private affairs as to avoid habitual indebtedness or insolvency.
- (i) Bringing or attempting to bring any political or other outside influence by a Government servant to bear upon any superior authority to further his interest in respect of service matters is prohibited.
- (j) Minor punishments should be imposed on Government servants proved guilty of violating the provision of consumption of intoxicating drinks and drugs.

4. Fill in the blanks :-

(5×1=5)

- (a) A Government servant shall not use any intoxicating drink or drug to _____.
- (b) Every Government servants shall at all times maintain political _____.
- (c) No Government servants shall indulge in any act of sexual harassment of any woman at any _____.
- (d) Provisions in the Conduct Rules do not violate _____ Rights guaranteed under the Constitution.
- (e) The Government servants should show courtesy and consideration to Members of Parliament and _____.

GROUP 'B'

CCS(CCA) RULES, 1965

5. Answer the following questions :-

(5×2=10)

- (a) Who can place a Government servant under suspension?
- (b) What is the validity period of suspension unless it is extended after review?
- (c) What are the most-minor and the severest statutory penalties under Rule 11 of the CCS(CCA) Rules, 1965?
- (d) Name the two authorities who can impose any of the penalties specified in Rule 11 of the CCS(CCA) Rules, 1965.
- (e) Whether charges can be dropped by the Disciplinary Authority at the stage of initial written statement of defence?

6. Answer **any 5 (five)** of the following questions :-

(5×5=25)

- (a) What is suspension? Under what circumstances a Govt. servant may be placed under suspension?
- (b) What is deemed suspension? Mention the circumstances under which a Govt. servant shall be deemed to have been placed under suspension?
- (c) What are the minor penalties specified in Rule 11 of the CCS (CCA) Rules, 1965?
- (d) What documents shall the disciplinary authority forward to the inquiring authority?
- (e) What records shall the inquiring authority forward to the disciplinary authority?
- (f) What are the actions required to be taken by the disciplinary authority on receipt of the inquiry report?

7. State the following statements 'true' or 'false' (10×1=10)

- (a) An order of suspension cannot be modified before the end of ninety days.
- (b) Withholding of increment of a Government servant for his failure to pass any departmental examination is a statutory penalty under Rule 11 of CCS (CCA) Rules.
- (c) Censure and Warning have the same meaning under CCS (CCA) Rules.
- (d) At least censure to be awarded if a Government servant to be penalized.
- (e) Disciplinary Proceedings may be concluded with warning.
- (f) Penalty of recovery from pay can be imposed along with another penalty.
- (g) A Government servant under suspension or facing departmental proceedings may be allowed to appear in departmental examination.
- (h) An officer appointed to perform the current duties of an appointment can exercise statutory powers.
- (i) Where the disciplinary authority is the Governor, the initiation of the disciplinary proceedings should be approved by the Minister.
- (j) It should normally be possible for the Disciplinary Authority to take final decision on the inquiry report within a period of three months at the most.

8. Fill in the blanks :- (5×1=5)

- (a) A Govt. servant shall be deemed to have been placed under suspension if he is detained in custody for a period exceeding _____.
- (b) The _____ Authority has the inherent power to drop the charges after the receipt and examination of the written statement of defence submitted by the accused Government servant.
- (c) It is obviously desirable that only disinterested officers should be appointed as _____ Officers in departmental proceedings.
- (d) Inquiry shall be stayed when application is made against the Inquiry Officer's appointment on the ground of _____.
- (e) Inquiry is mandatory if charge is not _____.

* * * * *