

MIZORAM PUBLIC SERVICE COMMISSION
LIMITED DEPARTMENTAL EXAMINATIONS FOR PROMOTION TO
JUNIOR GRADE OF MIZORAM SECRETARIAT SERVICE
MAY, 2018

PAPER - IV

Time Allowed : 3 hours

Full Marks : 100

Marks for each question is indicated against it.
Attempt all questions.

CCS (CCA) RULES, 1965

1. What is a charge? What are the salient points to be kept in mind while framing the charge-sheet? (10)
2. Under what circumstances can a Government servant be placed under suspension and by whom? (5)
3. What are the documents that are required to be forwarded to the Inquiry Officer by the Disciplinary Authority in a disciplinary case? (5)
4. What is an ex-parte enquiry? How is it to be conducted? (5)

OR

- What is a 'Common Proceeding'? When it is called for and by whom it is conducted? (5)
5. What are the penalties that may be imposed on a Government servant under CCS(CCA) Rules? Write down the penalties that fall within the category of 'Minor Penalties' and 'Major Penalties'. (10)

CCS (TEMPORARY SERVICE) RULES, 1965

6. What is the distinction between 'a letter of resignation' and 'a notice of termination of service' submitted by a Temporary Government servant? (5)

OR

- What are the 'Terminal gratuity' payable to temporary Government servant (5)

CCS (CONDUCT) RULES, 1964

7. Write down any 5(five) out of the twenty one basic tenets under Rule 3(1) of the CCS (Conduct) Rules, 1964 which every Government servant should adhere to at all times. (5)
8. Write down any 5(five) acts or conducts of a Government servant which may amount to misconduct under GID No. 23 of Rule 3 of the CCS (Conduct) Rules, 1964. (5)
9. What are the types of behavior which may be termed as “Sexual harassment” under Rule 3-C of the CCS (Conduct) Rules, 1964? (5)
10. What constitute a “strike” under GID 2 of Rule 7 of the CCS (Conduct) Rules, 1964? (5)
11. State whether the following sentences are ‘TRUE’ or ‘FALSE’ (5×1=5)
 - (a) A Government servant is free to canvass in support of any business of insurance agency, commission agency etc., owned or managed by any member of his family
 - (b) Joint representation submitted by Government servants in matters of common interest may be entertained
 - (c) CCS (Conduct) Rules, 1964 is applicable to persons appointed as personal staff of a Minister etc., whose tenure is coterminous with the term of office of the Minister
 - (d) Acceptance of passage and hospitality by officer from foreign contracting firm is permissible
 - (e) There is no objection to individual Government servants submitting memoranda etc., to the Pay Commission in their individual capacity

CCS (LTC) RULES, 1998

12. What are the conditions laid down if both husband and wife are Government servant for the purpose of Leave Travel Concession? (5)

OR

What are the criteria to be applied when there is a proposal for change of home town? (5)

CCS (MA) RULES, 1944

13. What do you mean by ‘Authorized medical Attendant’? (5)
14. Fill in the blanks. (5×1=5)
 - (a) Medical bills should be preferred within _____ from the date of completion of treatment
 - (b) Cost of contraceptive is _____ for reimbursement.
 - (c) To regulate the medical claim when both husband and wife are Government servants, they should furnish a _____ as to who will be preferring the claim
 - (d) Reimbursement of the cost of denture up to the limit of Rs. _____ for one jaw is permissible.
 - (e) A male child up to the age of _____ may receive treatment in a recognized Women’s Hospital

CCS (LEAVE RULES), 1972

15. Write short note on any **2 (two)** of the following: **(2×5=10)**

- (a) Maternity Leave (b) Commuted Leave
(c) Leave not due (d) Child care Leave

16. Filled in the blanks **(5×1=5)**

- (a) The maximum amount of continuous leave that a Government servant may be granted is _____ days.
(b) Earned Leave can be accumulated up to _____ days.
(c) A Government servant on _____ leave is not entitled to any leave salary.
(d) _____ is not recognized as leave under CSS(Leave) Rules, 1972 and shall not be combined with any other kinds of leave admissible under these rules.
(e) CCS (Leave) Rules, 1972 came into force from _____.

17. State 'TRUE' or 'FALSE' **(5×1=5)**

- (a) Leave can be claimed as of rights
(b) Leave Not Due may be granted only on production of medical certificate
(c) A Government servant can be granted Leave preparatory to retirement up to 240 days
(d) CCS (Leave) Rules, 1972 is also applicable for work-charged staff
(e) Half Pay Leave can be accumulated up to 730 days

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