1. What is the essential requirement for appointment to a post under FR 10? (3)

2. Mention three circumstances under which a Government servant can retain lien on a post. (9)

3. Under what event is a Government servant not entitled to pay and allowances? (3)

4. Mention two circumstances under which a Government servant can be transferred to a post carrying lesser pay than the existing pay enjoyed by him. (6)

5. What are the entitlements of a Government servant placed under suspension? (3)

6. Can leave be granted to a Government servant under suspension if he applies for it? Mention the Rule in support of your answer. (3)

7. How will you treat willful absence from duty not regularized as leave? (3)

8. Who are authorized to sign Medical Certificate of Health in respect of a Gazetted Officer and Non-Gazetted Officer? (4)

9. What is the time fixed for submission of medical certificate of health for a person to be employed for a period exceeding three months? (2)

10. Mention only two classes of Government servants who are exempted from producing medical certificate of health. (4)

11. Define Joining Time. To whom do the CCS(Joining Time) Rules, 1979, apply? (6)

12. Give your answer briefly and to the point: (10×1=10)
   (a) How many joining time is admissible for transfer within the same station?
   (b) Is Joining Time admissible to Government servants paid out of contingencies?
   (c) How many joining time is admissible for temporary transfer not exceeding 180 days.
   (d) Can joining time be combined with Casual Leave and Earned Leave?
   (e) Upto how many days can joining time be extended by Head of Department?
   (f) Can Holiday be prefixed to joining time?
   (g) Should joining time be treated as duty or leave?
   (h) When will increment falling during the period of joining time be drawn?
   (i) How many joining time is admissible for transfer on own request?
   (j) How many joining time is admissible if journey is performed by air?
13. Mention the conditions for crediting unavailed joining time into the leave account of a Government servant. (4)

14. What are the different kinds of Travelling Allowances which may be drawn by Government servants? (5)

15. What is Mileage allowance? State only two general principles governing its regulations. (5+5=10)

16. Mention the condition for drawing daily allowance on a holiday occurring during a tour. (5)

17. When is a Government servant considered to be on tour? (5)

18. Define Daily Allowance. (5)

19. Mention only two general rules governing the grant of advances to a Government servant on personal account and also toward purchase of conveyances. (4+2=6)

20. Write the eligibility and one condition for Festival advance. (4)