

**MIZORAM PUBLIC SERVICE COMMISSION**  
**MIZORAM POLICE SERVICE (JUNIOR GRADE) DEPARTMENTAL EXAMINATIONS**  
**GOVERNMENT OF MIZORAM, JULY -2019**

**PAPER - I**

Time Allowed : 3 hours

Full Marks : 100

Pass Marks : 40

*Marks for each question is indicated against it.*

**GROUP-A (GENERAL FINANCIAL RULES, 2005)**

*(Question No. 11 is compulsory. Answer any 8 (eight) from Question No. 1 to 10)*

1. What is the responsibility of Controlling Officer in respect of Budget allocation? (5)
2. What are the important information contained in the Budget? (5)
3. What are the six-tiers classifications of transactions in Government account? (5)
4. Write a short note on 'Surrender of savings'. (5)
5. What are the broad procedure to be followed by a Department for execution of works under its own arrangements? (5)
6. Define, "Goods". (5)
7. What is Bid Security (also known as Earnest Money)? What is its rate? (3+2=5)
8. What are the 5 (five) terms of Reference prescribed by General Financial Rules, 2005 in the procurement of Services? (5)
9. From the 18 (eighteen) general principles to be observed while entering into contract, mention only 3 (three) principles. (5)
10. 4 (four) separate accounts shall be kept for each Store by the Officer-in-charge of Stores. What are they? In which Forms? (3+2=5)

11. Fill in the blanks: (5×2=10)
- (a) All proposals for increase in emoluments for an existing post (s) shall be referred to the \_\_\_\_\_ for approval. {Rule 253 (4)}
  - (b) In January each year, the Government Servant shall handover his copy of the Service Book to his Office for updation. The Office shall update and return it to the Government Servant within \_\_\_\_\_ of its receipt. (Rule 257)
  - (c) A government servant shall submit the Travelling allowance claim within \_\_\_\_\_ of its becoming due failing which it shall stand forfeited. (Rule 259)
  - (d) The claim for Over Time Allowance shall stand forfeited if not submitted within \_\_\_\_\_ of the due date. (Rule 262)
  - (e) A sanction to an advance or a non-refundable part withdrawal from Provident Fund shall, unless it is specifically renewed, lapse on the expiry of a period of \_\_\_\_\_ (Rule 268)

**GROUP-B (CENTRAL TREASURY RULES, VOLUME-I)**

*(Answer any 2 (two) from Questions 12 to 14, and any 4 (four) from Questions 15 to 20)*

- 12. Write short note on “Challan”. (5)
- 13. Define the term, “Contingent charges or Contingencies”. (5)
- 14. Explain in short, the term, “Grants-in-Aid”. (5)
- 15. For which purposes, the Treasury Officer may permit withdrawals from Government Account? (10)
- 16. What are the rules that shall be observed in the maintenance of Cash Book by all Government officers who are required to receive Government dues and handle cash? (10)
- 17. What are the classes of Contingent charges? (10)
- 18. Write a note on responsibility of drawing officer. (10)
- 19. State only 5 (five) points of the procedure for preparation of Bill. (10)
- 20. Write only 5 (five) points of the checks to be applied at Treasury on claim submitted. (10)