MIZORAM PUBLIC SERVICE COMMISSION

LIMITED DEPARTMENTAL EXAMINATIONS FOR PROMOTION TO MIDDLE SCHOOL HEADMASTER UNDER SCHOOL EDUCATION DEPARTMENT, GOVERNMENT OF MIZORAM, OCTOBER -2019

PAPER - IV

Time Allowed : 3 hours

Marks for each question is indicated against it.

Attempt all questions.

Group ‘A’

(Central Civil Services (Conduct) Rules, 1964)

1. Answer any 4 (four) of the following questions :-(4×5=20)
   (a) Write only 3 (three) things a Govt. servant should always maintain as mentioned in Rule 3 – General of CCS (Conduct) Rules.
   (b) Spell out the instances of “sexual harassment” as explained under Rule 3-C of the CCS (Conduct) Rules, 1964.
   (c) What are the two ways in which a Government servant is allowed to take part in politics and elections as per the proviso to Rule 5 of the CCS (Conduct) Rules, 1964?
   (d) What, in the context of CCS (Conduct) Rules, is a strike meant?
   (e) Every Govt. servants on his first appointment is required to submit a return of his assets and liabilities in the prescribed form to the Government giving full particulars. What are they?
   (f) What restrictions regarding marriage have been laid down in Rule 21 of CCS (Conduct) Rules?
   (g) Mention the five principles a Govt. servant should observe in relation to consumption of intoxicating drinks or drugs.

2. State the following statements ‘true’ or ‘false’. (10×1=10)
   (a) The direction of the official superior shall ordinarily be in writing.
   (b) Every Govt. servant who is in-charge of a work place shall take appropriate steps to prevent sexual harassment to any woman at such work place.
   (c) Time limit 60 days is prescribed for granting permission in connection with Press or Radio.
   (d) A Government servant may undertake occasional work of a literary without the previous sanction of the Government.
   (e) Prior permission is not necessary for accepting remuneration for services rendered to Co-operative Societies.
   (f) Government servant can be permitted to enroll himself as an Advocate, but should not engage himself in the legal profession while in service.
   (g) Government servants are permitted to submit joint representation.
   (h) Permission for construction of a house is required from competent authority.
   (i) Property Return shall be submitted during the month of April for the last financial year.
   (j) Movable property includes loans and advances taken by the Government servant.
Group ‘B’
(Central Civil Services (Classification, Control & Appeal) Rules, 1965)

3. Answer any 3 (three) of the following questions :-

   (a) Define suspension. Who can place a Government servant under suspension?
   (b) Under what conditions a Government servant shall be deemed to have been placed under suspension?
   (c) What is the headquarters of a Government servant during suspension? Under what conditions such headquarters can be changed?
   (d) How are the periods of suspension count as Qualifying Service?

4. State the following statements ‘true’ or ‘false’.

   (a) A Government servant under suspension continues to remain bound to follow the lawful directions of his superiors during the period of suspension.
   (b) No appeal lies against the order of suspension as it is not a punishment.
   (c) Earned Leave can be granted to a Government servant under suspension.
   (d) The period of suspension will be treated as duty for all purposes if a Government servant dies while he is placed under suspension.
   (e) The resignation tendered by an official under suspension should not be accepted until all his accounts are adjusted.

Group ‘C’
(Central Civil Services (Leave) Rules, 1972)

5. Answer any 3 (three) of the following questions :-

   (a) How do half pay leave shall be credited into the leave account of a Government servant.
   (b) What is the maximum of Commuted leave that can be granted at a time and under what conditions?
   (c) Under what conditions Leave Not Due may be granted and what is the maximum limit during the entire service?
   (d) Write short notes on Maternity leave.

6. Calculate the benefit of leave encashment available to a Government servant who retired on superannuation pension from the following records :

   Basic Pay in level 10 = ₹ 75400/-
   Dearness Allowance = 12%
   Earned Leave at his credit = 300 (+10) days

Group ‘D’
(Central Services (Medical Attendance) Rules, 1944)

7. Define ‘family’ for the purpose of Central Services (Medical Attendance) Rules, 1944 with the respective age limit of dependents.
Group ‘E’

(Annual Confidential Reports)

8. Write the time limit for completion of Annual Confidential Report for each of the following: 
   (5×1=5)
   (a) Distribution of ACR Forms
   (b) Self-Appraisal
   (c) Reporting of ACR
   (d) Reviewing of ACR
   (e) Accepting of ACR

9. Fill in the blanks: 
   (5×1=5)
   (a) The Confidential Report of all Gazetted Officers shall be in the custody of the ___________ whereas the Confidential Report of all non-Gazetted Officers shall be in the custody of the ___________.
   (b) All adverse entries in the Confidential Report of a Government servant should be communicated together with the substance of the entire Confidential Report by the ___________ within ___________ of completion of the Confidential Report or within ___________ of the year, whichever is earlier.

Group ‘F’

(Central Civil Services (Joining Time) Rules, 1979)

10. Answer any 3 (three) of the following questions: 
    (3×2=6)
    (a) Define joining time.
    (b) When does the joining time commence?
    (c) Can holidays be prefixed or suffixed to joining time?
    (d) Can joining time be combined with vacation and regular leave?

11. State the following statements ‘true’ or ‘false’:
    (4×1=4)
    (a) Joining time shall be granted to a Government servant on transfer at his own request.
    (b) Not more than one day’s joining time shall be allowed to join a new post within the same station.
    (c) Extension of joining time can be granted up to 30 days by the Head of Department
    (d) A Government servant on joining time shall be entitled to be paid joining time pay equal to the pay to be drawn in the new post.

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