Q.No.1 Write the correct option in the following: [10 x 2=20]

(i) Who is the appointing Authority for Inspector?
   (a) Chief Commissioner  (c) Additional Commissioner
   (b) Commissioner  (d) Deputy Commissioner

(ii) The report of Complaints Committee established in each Ministry or Department or office for inquiring into complaints of sexual harassment is considered to be -
   (a) Appointing Authority report  (c) Disciplinary Authority report
   (b) Inquiry Authority report  (d) Appellate Authority report

(iii) Any Government servant may give evidence in any judicial enquiry as per Rule of the CCS(Conduct) Rules,1964 -
   (a) Rule 6  (b) Rule 4(i)  (c) Rule 10  (d) Rule 8

(iv) Under which of the following circumstances, should a Government servant report to the authority while entering into a transaction of a movable property -
   (a) If the value of property exceeds two months basic pay  
   (b) If the value of property exceeds three months basic pay  
   (c) If the value of property exceeds one month basic pay  
   (d) None of the above

(v) The rate of subsistence allowance is prescribed in -
   (a) FR 53  (b) FR 10  (c) FR 54  (d) Rule 10 of the CCS(CCA) Rules

(vi) Under which Rule, the Disciplinary Authority shall act, after recording its findings on each charge taking such evidence as it may think fit -
   (a) Rule 14  (b) Rule 15  (c) Rule 11  (d) Rule 13

(vii) If the presenting officer is not a legal Practitioner, can the Government servant engage a Legal practitioner as Defence Assistant
   (a) Yes  (b) No  (c) Appointment of Defence Assistant is Choice of Government Servant  (d) None of the above

(viii) What is the limit for a Government Servant who is a member of Indian delegation to receive money as a gift from the foreign dignitaries on one occasion -
   (a) Rs.1000  (b) Rs.2000  (c) Rs.3000  (d) Rs.4000

(ix) Can an Inquiry Authority question a Government servant after the close of his case to enable him explain himself any circumstances appearing in the evidence against him -
   (a) Yes  (b) No  (c) Only Disciplinary Authority can question  (d) None of the above

(x) Rule __________ of the CCS(Conduct) Rule speaks about insolvency and habitual indebtedness -
   (a) Rule 10  (b) Rule 17  (c) Rule 5  (d) Rule 16
Q.No.2 Attempt **any two.** [2×10=20]
(a) What is Suspension? How the pay and allowances of a Government officer is regulated on his suspension?
(b) Explain the provisions of Revision and Review of an order imposing penalty on officer under the CCS (CCA) Rules.
(c) What is the difference between Major and Minor penalties? Explain the procedure for imposing Minor Penalty.

Q.No.3 Define the followings- (Marks will be deducted if appropriate rule not quoted) [10×2=20]
(i) Consolidated fund
(ii) CAPEX model
(iii) Shortest Direct Route
(iv) Rate Contract
(v) Fee
(vi) Holiday
(vii) Tenure Post
(viii) Special Pay
(ix) Contingency Fund
(x) Head of Office

Q.No.4 Write short notes on **any five** of following:- [5×4=20]
(i) Common proceedings
(ii) Procedure of retirement on completion of 30 years qualifying service:
(iii) Persons to whom gratuity is payable
(iv) Limited tender inquiry
(v) Maximum amount of Study Leave
(vi) Unauthorised absence
(vii) Child adoption leave

Q.No.5 Fill in the blanks or answer as directed [10×2=20]

[Example: The provision regarding late bid is given under Rule 166 of General Financial Rules 2017]
(i) The procedure for grant of leave on medical certificate to gazetted and non-gazetted servant is given under _______ of ________.
(ii) The procedure for nominations from GPF Fund is given under _______ of ________.
(iii) What is the maximum period upto which maternity leave can be granted to a female Government servant who is unmarried?
(iv) Maximum amount of continuous leave cannot be more than ______ years.
(v) The provision of advances from GPF fund is given under _______ of ________.
(vi) The provision of purchase of goods without quotation is given under _______ of ________.
(vii) The provision of limited tender enquiry is given under _______ of ________.
(viii) Leave cannot be granted as a matter of right is given under _______ of ________.
(ix) Which Allowance is inadmissible under Study Leave?
(x) LTC is admissible under Child Care Leave? (Say ‘Yes’ or ‘No’).

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