DEPARTMENTAL EXAMINATION OF INSPECTORS OF CENTRAL EXCISE
(PAPER-III) - ADMINISTRATION (With Books)

Date : 14.03.2018
Time: 10.00 am To 1.00 PM

MAXIMUM MARKS: 100
PASS MARKS: 50

Note:
1. All Questions are compulsory.
2. Candidates have options to answer in Hindi
3. Relevant authority must be quoted with all answers.
4. Use of Mobile/Smart Phones is strictly prohibited during examination.

CONCERNED BOOKS :
1. The Fundamental Rules & Supplementary Rules.
2. The Central Civil Services (Classifications, Control and Appeal).
3. The Central Civil Services (Conduct) Rules.
5. General Financial Rules.

Q.No.1 Please state whether prior permission/sanction of the prescribed authority is necessary or otherwise with reference to CCS (Conduct) Rules for the following:

(a) To publish a book himself or through a publisher in the bona fide discharge of his duties.
(b) To accept gifts from near relative and personal friends by a Group 'B' officer when value of gift is upto Rs 5,000/-.
(c) To join educational institute or course of study for University Degree.
(d) To give evidence in connection with any enquiry conducted by any person, committee or authority.
(e) To take part in farewell, entertainment meet held on occasions like retirement/transfer.
(f) To participate in Flag Day collection on voluntarily basis.
(g) To redress in courts of law of grievances arising out of their employment or condition of service.
(h) To participate during spare time in "Shramdan" organized by the Government department or Bharat Sewak Samaj.
(i) To accept a part time lectureship in an educational institution which is in the nature of remunerative occupation?
(j) To undertake medical practice during spare time on purely charitable basis if registered as practitioner in any system of medicine.

Q.No.2 Define any four with example and authority.

(a) Head of office
(b) New Pension Scheme
(c) Drawing and Disbursing officer
(d) Disciplinary Authority
(e) Presenting Officer
(f) Women Safety at work place

Q.No.3 Write short notes any five on the following. (Max. 200 Words)

(a) Maternity Leave
(b) Child Care Leave
(c) Earn Leave
(d) Departmental Promotion Committee (DPC)
(e) Leave Travel Concession
(f) Children Education Allowance

Q.No.4 Write 200 words notes on any four.

(a) Do and Don’t for a public servant.
(b) What is misconduct?
(c) What is moveable / immovable property? What are intimation provisions for them under conduct Rule?
(d) Restrictions on marriage on public servant
(e) IPR (Immovable Property Return)

Q.No.5 Write short notes any four on the following.

(a) Dowry by public servants.
(b) Minor & Major penalty
(c) Study leave.
(d) Name various admissible allowances.
(e) What is AMA and what are medical facilities for public servant.
(f) Casual Labour

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