

**H.P.BOARD OF DEPARTMENTAL EXAMINATIONS
DEPARTMENTAL EXAMINATION OF OTHER GAZETTED OFFICERS
/OFFICIALS OF HIMACHAL PRADESH SESSION MAY-JUNE, 2009**

PAPER-2 (ADMINISTRATIONS & GENERAL FOR H.P.EDU.BOARD)

Time Allowed: 3 Hours.

Maximum Marks: 100

Note:- 1) Attempt any FIVE questions.

2) Attempt all parts of questions in consecutive order.

3) Only Bare Acts, Rules, Notifications and approved reference books are Allowed.

4) All questions carry equal marks.

Q.No.1 a) What do you understand by Proforma Promotion. Explain in detail the Circumstances when proforma promotion can be allowed and what procedure is Followed?

b) What do you understand by sealed cover procedure in case of employees under suspension? What procedure should be followed for promotion after completion of Disciplinary Proceedings? **(10 +10= 20 marks)**

Q.No.II a) What are the basis for calculation of Daily Allowance? Explain various Dimensions for regulation of Daily Allowance under different circumstances?

b) Discuss various elements of transfer traveling allowance admissible to a public servant. Is such facility available to a public servants who retire on superannuation and one who is dismissed from service? **(10 + 10 = 20 marks)**

Q.No.III a) What are the conditions prescribed for the grant of special disability leave? How? Pay is regulated during such leave? Explain.

b) Mr.Didar Singh an Assistant in Government Office has been on earned leave for 20 days duly sanctioned by the competent authority. He overstayed on leave for six days without any information to his superior. How will you regulate the period of overstayed of leave? **(10 + 10 = 20 marks)**

Q.No.IV a) What disciplinary procedure is followed for imposing major penalties on a Public servants? Explain.

b) Explain precisely the role of an Inquiry Officer in disciplinary cases. What action can be taken on Inquiry Report by the Disciplinary Authority? **(10 + 10 = 20 marks)**

Q.No.V a) Under what circumstances a Government Servant can be treated under deemed Suspension?

b) What procedure is followed for regulation of subsistence allowance? **(10 + 10 = 20 marks)**

- Q.No.VI a) What are the existing provisions relating to drawl of traveling allowance by Government servants summoned to give evidence?
b) Can a Controlling Officer reduce the traveling allowance claim of a subordinate? Enumerate the circumstances. **(10 + 10 = 20 marks)**
- Q.No.VII a) What are the main components of pension? How are they determined?
b) What procedure is followed for the grant of service gratuity to a public Servant? **(10 + 10 = 20 marks)**
- Q.No.VIII a) Explain briefly the main provision of relevant rules governing general Conditions of service.
b) Explain the circumstances when lien of a Government servant is terminated. **(10 + 10 = 20 marks)**
- Q.No.IX Mr. drawing basic pay of Rs. 11660 in the pay scale of 7220-220-8100-10300-340-11660 from .17.2006 was promoted to a higher post carrying pay Scale of Rs. 7880-220-8100-10300-340-11660 w.e.f. 15.6.2007. Determine his Pay (a) if he is promoted on ad hoc basis and, (b) if he promoted on regular Basis. Discuss the fixation of pay under all options. Also work out DNI in both Cases. **(20 marks)**
