

DEPARTMENTAL EXAMINATION OF INSPECTORS OF CENTRAL TAX

PAPER-III - ADMINISTRATION (With Books)

Date : 23.09.2020
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. Please quote relevant authority for all answers wherever required.
4. All parts of a question must be attempted at same place.
5. Use of Mobile/Smart Phones is strictly prohibited during examination.

SUGGESTED BOOKS :-

1. The Fundamental Rules & Supplementary Rules Part-I.
2. The TA Rules – Part-II
3. The CCS (Classifications, Control and Appeal), 1965.
4. The Central Civil Services (Conduct) Rules, 1964.
5. The General Provident Fund (Central Service) Rules,1960.
6. The General Financial Rules,2017.
7. The Central Treasury Rules.
8. The CCS(Leave) Rules,1972-Part-III

Q.No.1 Write the correct option in the following: [10x2=20]

- (i) An intimation to the prescribed authority is mandatory if Government Servant involves in speculation of any shares securities or debentures if the total transaction exceeds
- (a) Five months basic pay (c) Three months basic pay
(b) Eight months basic pay (d) Six months basic pay
- (ii) What action is required to be taken in respect of anonymous complaints? Answer from the following:-
- (a) No action is required to be taken
(b) Complaint should be recorded in the Service book
(c) Disciplinary Action to be initiated
(d) Action to be taken on verifiable facts
- (iii) What action can be taken against employees who participate in a strike? Answer from the following:-
- (a) Treating the above as Casual leave
(b) Initiation of disciplinary action for unauthorised absence
(c) Sanctioning of leave admissible for the period of absence
(d) Treating the period of absences as EOL
- (iv) Government servant may give evidence in any judicial enquiry as per Rule ___ of CCS (Conduct Rules),1964
- (a) Rule 6 (b) Rule 4(i) (c) Rule 10 (d) Rule 8
- (v) Which conduct rule from the following prevents the criticism of Government?
- (a) Rule 8 (b) Rule 9 (c) Rule 7 (d) Rule 10
- (vi) The rate of subsistence allowance is prescribed in-
- (a) FR 53 (c) FR 54
(b) FR 10 (d) Rule 10 of CCS(CCA) Rules
- (vii) The authorities competent to impose penalties on member of Group B, C and D services are mentioned in
- (a) Schedule to CCS(CCA) Rules (c) Rule 11 CCS(CCA) Rules
(b) Rule 12 CCS(CCA) Rules (d) None of these
- (viii) Is prior permission necessary to appoint a Government servant as defence assistance by an accused official? Answer from the following:-
- (a) Not required (c) Written permission required
(b) May give oral information (d) Compulsory
- (ix) Whether Government servant is entitled to pension if he is under Departmental proceedings under Rule 9 after retirement? Answer from the following:-
- (a) Entitled to provisional pension under Rule 69 of CCS (Pension) Rules
(b) Eligible for 50% pension
(c) Not eligible for pension
(d) 25% of eligible pension entitled
- (x) What is a Daily Order Sheet? Answer from the following:-
- (a) It is record maintained by the Presenting Officer
(b) It is a record maintained by the Charged officer
(c) It is a record maintained by Defence Assistant
(d) It is a record maintained by the Inquiry officer

Q.No.2 Define the following:-

[10x2=20]

(Marks will be deducted if appropriate rule not quoted)

- (i) Cadre
- (ii) Compensatory allowance
- (iii) Joining time
- (iv) Tenure post
- (v) Head of Office
- (vi) Foreign Service
- (vii) Disability
- (viii) Disciplinary authority
- (ix) Home town
- (x) Holiday

Q.No.3 Attempt any two:-

[2x10=20]

- (a) What is Suspension? An Inspector Mr. X posted in Delhi Customs house was found to be involved in fictitious disbursement of drawback. The Commissioner Customs House decided to suspend him. Draft an order of suspension by going through draft forms provided under CCS (CCA) rules
- (b) What is the difference between Major and minor penalties. Explain the procedure for imposing Minor Penalty.
- (c) What are the provisions for stopping sexual harassment of working woman in Govt. offices. What are the Guidelines of Supreme Court in this matter.

Q.No.4 Describe any five of the following in around 100 words each-

[5x4=20]

- (i) Commuted leave
- (ii) Paternity leave
- (iii) Common proceedings
- (iv) Limited tender inquiry
- (v) Maximum period of study leave
- (vi) Bid Security
- (vii) Conditions for grant of study leave

Q.No.5 Fill in the Blanks or answer as directed

[10x2=20]

Eg: The provision regarding late bid is given under Rule 166 of General Financial Rules 2017

- (i) The provision of single tender enquiry is given under _____ of _____
- (ii) Purchase of goods by purchase committee is given under _____ of _____
- (iii) Pay and allowances of a Govt. Servant on suspension is given under _____ of _____
- (iv) The provisions of conditions for grant of study leave is given under _____ of _____
- (v) The procedure for grant of leave on medical certificate to gazetted and non-gazetted servant is given under _____ of _____
- (vi) Appeal against order of Suspension is provided under _____ of _____
- (vii) Administrative warning is a minor penalty (Say Yes or No) _____
- (viii) The procedure for withdrawals from GPF Fund is given under _____ of _____
- (ix) What is the maximum period up to which maternity leave can be granted to a female Government servant who is unmarried?
- (x) What will be EL credit on **30.06.2014**, if a Govt. servant joins duty on **04.03.2014**?
