

# MIZORAM SUBORDINATE SERVICES SELECTION BOARD

## LIMITED DEPARTMENTAL EXAMINATIONS OF LOWER DIVISION CLERK FOR PROMOTION TO UPPER DIVISION CLERK UNDER ATI, H&TE, FSC&CA (LEGAL METROLOGY). NOVEMBER, 2020

### PAPER - V

*Time Allowed : 3 hours*

*Full Marks : 100*

*Marks for each question is indicated against it.*

*Attempt all questions.*

#### Part – A : CCS (Leave) Rules, 1972 (60 marks)

1. Choose the correct answer : (5x1=5)
- (i) Central Civil Service (Leave) Rules, 1972 came into force on  
(A) 1<sup>st</sup> day of January, 1972 (B) 1<sup>st</sup> day of June, 1972  
(C) 18<sup>th</sup> day of January, 1972 (D) 18<sup>th</sup> day of July, 1972
- (ii) Casual leave may be combined with  
(A) special casual leave (B) half pay leave  
(C) commuted leave (D) none of these
- (iii) A government servant can apply for commutation of leave within a period of \_\_\_\_\_ days from the date of joining his duty on the expiry of the relevant spell of leave availed of by him.  
(A) 10 (B) 15  
(C) 30 (D) 60
- (iv) Leave ordinarily begins on the day on which  
(A) application for leave is submitted to the leave sanctioning authority  
(B) the government servant specifies the date on which he wants to take leave  
(C) the transfer of charge is effected  
(D) the leave sanctioning authority issues office order in respect of the leave applied for
- (v) If the medical authority is unable to say with certainty that the government servant will never again be fit for service, leave not exceeding \_\_\_\_\_ months in all may be granted.  
(A) six (B) twelve  
(C) eighteen (D) twenty four
2. State whether the following statements are True or False : (5x1=5)
- (a) Leave cannot be claimed as a matter of right.  
(b) No government servant can be granted leave of any kind for a continuous period exceeding 3 years.  
(c) The authority competent to grant leave may commute it retrospectively periods of absence without leave into extraordinary leave.  
(d) Any application for leave or for extension of leave shall be made in Form 5 to the authority competent to grant leave.  
(e) A government servant on extraordinary leave is entitled to 50% of leave salary that he draws before he proceeds on leave.
3. Answer any 5 (five) of the following questions : (5x2=10)
- (a) What regulates a government servant's claim to leave ?

- (b) Define “Vacation Department”.
- (c) State the maximum number of days that can be credited into a government servant’s half pay leave account in a calendar year. Explain in brief how credit is to be made.
- (d) State the amount of leave salary payable to a government servant (other than a military officer) while undergoing maternity leave.
- (e) What is the maximum amount of study leave that may be granted to a government servant other than Central Health Service Officers ?
- (f) Under what circumstances can child adoption leave be granted ?

4. Answer any **5 (five)** of the following questions : **(5x4=20)**

- (a) To whom do the Central Civil Services (Leave) Rules, 1972 apply ? Mention any 4(four) categories of government servants to whom these rules do not apply ?
- (b) How will you deal with absence after expiry of leave ?
- (c) State the maximum number of “Leave Not Due” that can be granted to a government servant during his entire service on medical certificate. Also, mention 3 (three) conditions governing grant of “Leave Not Due” to a government servant on medical certificate.
- (d) What are the entitlements of a government servant who is recalled to duty before the expiry of his leave, if he was spending his leave (i) in India (ii) out of India ?
- (e) What amount of leave salary is a government servant entitled to when he is on (i) earned leave (ii) extraordinary leave ?
- (f) Who can avail paternity leave ? State the number of days and conditions under which can it be granted.

5. Calculate the amount of cash equivalent of leave salary for earned leave payable to a government servant from the following particulars : **(6)**

Date of superannuation	-	30.06.2020
Pay in Level 10 of the pay matrix	-	Rs 63,100/-
Dearness Allowance	-	17%
Earned Leave at credit as on 31.12.2019	-	280 days

6. Calculate the number of days of earned leave that will be accumulated on 1<sup>st</sup> May, 2018 in respect of a government servant who joined service on 1<sup>st</sup> February, 2016. **(6)**

7. What are the conditions for grant of commuted leave ? **(8)**

**Part – B : CCS (LTC) Rules, 1988**  
**(20 marks)**

8. State whether the following statements are True or False : **(4x1=4)**

- (a) Members of family of a government servant who is under suspension can avail leave travel concession.
- (b) LTC cannot be availed during casual leave.
- (c) The CCS (LTC) Rules, 1988 is applicable to railway servants and members of the armed forces.
- (d) LTC is admissible during child care leave.

9. Answer any **6 (six)** of the following questions : **(6x2=12)**

- (a) Define the term ‘Home Town’ for the purpose of leave travel concession.
- (b) State any 2 (two) conditions governing grant of advance to a government servant while availing LTC.
- (c) What is the prescribed qualifying service for government servants to be eligible for LTC ?

- (d) What is the time limit for claiming reimbursement on LTC when no advance is taken ?
- (e) Explain in brief any two types of LTC admissible to a government servant under CCS(LTC) Rules, 1988.
- (f) Can a declared place of visit be changed ? Explain in brief.
- (g) "Reimbursement for expenses of journey under LTC shall be allowed only on the basis of a point-to-point journey on a through ticket over the shortest direct route". What is meant by shortest direct route ?

10. Define the term 'family' for the purpose of leave travel concession. (4)

**Part – C : CS (MA) Rules, 1944  
(20 marks)**

11. Choose the correct answer : (4x1=4)

- (i) Medical attendance includes
  - (A) attendance at a hospital
  - (B) the principal medical officer appointed by the Government
  - (C) both (A) and (B)
  - (D) neither (A) nor (B)
- (ii) Medical reimbursement claim should ordinarily be preferred within \_\_\_\_\_ from the date of completion of treatment.
  - (A) 2 months
  - (B) 3 months
  - (C) 6 months
  - (D) 9 months
- (iii) The patient is entitled to travelling allowance when the place at which he falls ill is more than \_\_\_\_\_ by the shortest route from the consulting room of the authorized medical attendant.
  - (A) 3 miles
  - (B) 5 miles
  - (C) 10 miles
  - (D) 12 miles
- (iv) Age limit for a dependent son who is unmarried and does not earn his livelihood for the purpose of CS (MA) Rules, 1944 is
  - (A) 18 years
  - (B) 20 years
  - (C) 25 years
  - (D) no age limit

12. Answer any 6 (six) of the following questions : (6x2=12)

- (a) Define 'patient'.
- (b) Define 'government hospital'.
- (c) State the condition in which a Medical Officer can be his own authorized medical attendant.
- (d) When can a government servant be given medical treatment at his own residence ?
- (e) Name any 4 (four) diseases that can be given treatment for special diseases.
- (f) Can a female government servant declare her parents-in-law as her parents for availing the benefits under CS (MA) Rules ? Explain in brief.
- (g) State the conditions under which the cost of blood and blood transfusion charges are reimbursable.

13. Who will prefer any claim for medical reimbursement if both the husband and wife are government servants ? Elaborate. (4)