

MIZORAM SUBORDINATE SERVICES SELECTION BOARD

LIMITED DEPARTMENTAL EXAMINATION OF LOWER DIVISION CLERK FOR PROMOTION TO UPPER DIVISION CLERK UNDER PHE, I&PR, DC (MAMIT) AND AGRICULTURE DEPARTMENT. OCTOBER, 2021

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. State whether the following statements are True or False : (14x1=14)
- (a) Full pay and allowances shall not be paid during study leave.
 - (b) Leave preparatory to retirement shall not include extraordinary leave.
 - (c) CCS(Leave) Rules, 1972 is applicable to members of All India Services.
 - (d) Maternity leave is granted on full pay.
 - (e) Casual leave can be combined with joining time.
 - (f) Willful absence from duty after the expiry of leave renders a government servant liable to disciplinary action.
 - (g) An unmarried female government servant is not eligible for the grant of maternity leave.
 - (h) Paternity leave may be combined with leave of any other kind.
 - (i) Leave cannot be claimed as a matter of right.
 - (j) Child adoption leave may be combined with leave of any other kind.
 - (k) Leave not due is limited to half pay leave that is to be earned subsequently.
 - (l) Child adoption leave is not to be debited against the leave account.
 - (m) Child care leave can be availed even if an employee has EL at credit.
 - (n) Departmental leave relates to Rule 49 of CCS (Leave) Rules, 1972.
2. Fill in the blanks by choosing the correct answer : (10x1=10)
- (a) Casual leave should not normally be granted for more than _____ (2/5/7) days at one time.
 - (b) Medical certificate is not necessary for leave not due in continuation of _____ (maternity/ paternity/child adoption) leave.
 - (c) Child care leave may not be granted for less than _____ (10/18/15) days.
 - (d) Leave shall not ordinarily be denied during the last _____ (20/15/10) years of service.
 - (e) Leave not due is limited to a maximum of _____ (180/300/360) days during the entire service.
 - (f) The maximum amount of study leave which may be granted at one time to a government servant is _____ (24/12/6) months.
 - (g) The maximum period of child care leave which may be granted to women employees having minor children during their entire service is _____ (1/2/5) year(s).

- (h) Cash equivalent of leave salary for both earned leave and half-pay leave at the credit of a deceased government servant on the date of his death not exceeding _____ (315/250/300) days shall be paid to his family.
- (i) The Central Civil Service (Leave) Rules, 1972 came into force on _____.
(1st day of February, 1972/1st day of August, 1972/1st day of June, 1972)
- (j) No advance of leave salary shall be granted when the leave taken is for less than _____ (45/60/30) days.
3. Define *any three* of the following : (3x2=6)
- (a) Maternity leave
- (b) Paternity leave
- (c) Child adoption leave
- (d) Leave not due
4. Can leave be refused or revoked by the leave sanctioning authority? If so, on what ground? (4)
5. Under what circumstances can extraordinary leave can be granted? (4)
6. To whom and on what ground can commuted leave be granted without medical certificate? (6)
7. Calculate the amount of cash equivalent of leave salary for earned leave payable to a government servant from the following particulars : (6)
- | | | |
|---|---|--------------|
| Pay on date of retirement | - | Rs 92,300 /- |
| Dearness Allowance | - | Rs 15,691 /- |
| Number of unutilized EL at credit on the date of retirement | - | 300 days |
8. What are the conditions for grant of study leave? (10)

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

9. State whether the following statements are True or False : (8x1=8)
- (a) Leave Travel Concession can be availed during maternity leave.
- (b) Leave Travel Concession is admissible to an employee with one year continuous service from the date of journey.
- (c) If an official is under suspension, the concession is admissible only to his family members.
- (d) Leave Travel Concession can be combined with journeys on tour or transfer.
- (e) Leave Travel Concession can be availed during child care leave.
- (f) Leave Travel Concession is admissible to step-parents wholly dependent on the government servant.
- (g) Leave Travel Concession is not applicable to persons paid from contingencies.
- (h) Leave Travel Concession can be availed during study leave.
10. Answer the following questions : (4x2=8)
- (a) What is the time limit for claiming reimbursement on LTC when advance is taken?
- (b) If a government servant does not avail LTC facility in a particular year, can he/she avail it in the next year? Explain in brief.

- (c) How will you treat the case for the purpose of LTC when both the husband and wife are government servants?
- (d) Can a government servant and his family members perform the journey to 'Home Town' separately on different occasions? Is there any time-limit for the completion of the return journey?
11. What do you mean by 'Home Town' for the purpose of LTC? Can 'Home Town' once declared by a government servant be changed subsequently? If so, how? (4)

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

12. State whether the following statements are True or False : (8x1=8)
- (a) CS (MA) Rules is applicable to retired government officials.
- (b) The minimum distance required to travel for claiming travelling allowance when the patient performs journey for medical attendance is 8 kilometers.
- (c) CS (MA) Rules is applicable to apprentices who are in the whole-time service of government.
- (d) The claim for medical reimbursement should be received within 3 months.
- (e) Cancer is one of the special diseases.
- (f) The term 'children' includes legally adopted children.
- (g) CS (MA) Rules is applicable to non-officials sent on deputation abroad.
- (h) Government Hospital means any private hospital run with the permission of the Central Government.
13. Answer the following questions : (4x2=8)
- (a) Define 'district'.
- (b) Under what conditions can duplicate cash memo be accepted?
- (c) How will you determine the status of an officer under CS(MA) Rules?
- (d) State the condition under which a government servant may be given medical treatment at his residence.
14. Define the term 'family' for the purpose of CS(MA) Rules, 1944. (4)

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