

Haryana State SAS Part -1 (LAD) Examination, March 2024

Paper: Civil Services Rules
(With the aid of rule books)

Time allowed: 3 hours

Maximum Marks: 150

1. Question No.1 is compulsory and carries 30 marks.
2. Attempt any three questions out of remaining questions from PART-1 carrying 15 marks Each. (Extra attempted question or part thereof shall not be granted any marks)
3. Support all answers with relevant rule number(s) with the name of the rule book.

Q.1: On the basis of following particulars of a Government employee, fix his actual /presumptive pay in FPL- 5 and pay of higher post in FPL- 6 up to the date of next increment which falls due immediately after 10.1.2023, with the help of pay fixation table given at the end of this question:

- a) Pay on permanent post of FPL-5 as on 1.1.2021 after grant of annual increment: Rs. 32900 (cell-5)
- b) Date of officiating promotion under rule 42 (b) of HCS (General) Rules 2016 on a post of FPL- 6: 1.5.2021
- c) Date of reversion to permanent post of FPL-5 (held before 1.5.2021): 1.2.2022
- d) Extraordinary leave period (non qualifying for increment): 1.3.2022 to 30.6.2022 and from 1.8.2022 to 31.10.2022
- e) Date of reappointment by promotion to same higher post (held before 1.2.2022) of FPL-6: 10.1.2023
- f) Mention rules applicable against each date of pay fixation and date of grant of increment.

<u>Cell</u>	<u>FPL-5</u>	<u>FPL-6</u>
1.	29200	35400
2.	30100	36500
3.	31000	37600
4.	31900	38700
5.	32900	39900
6.	33900	41100
7.	34900	42300
8.	35900	43600

Q2: Prepare two separate leave accounts and workout Earned leave balance at the close of 31.12.2022 and including the day of 31.12.2022 in respect of both below mentioned employees:

(A) 'X', an employee of other than vacation wing,

(10 marks)

(B) 'Y', an employee of the vacation wing.

(5 marks)

Service related particulars of both 'X' & 'Y' are common as given below, except provided in the note here under:

- a) Date of joining: 1.1.2003
- b) Earned leave credit balance at the close and including the service day of 31.12.2017: 150 days
- c) Availed Earned Leave from 2.1.2018 to 31.1.2018
- d) Availed Special casual leave for participation in national games: 1.2.2019 to 28.2.2019
- e) Availed Extra ordinary leave on personal grounds: 1.7.2020 to 31.7.2020
- f) Availed joining time on transfer to other station: 1.3.2021 to 8.3.2021
- g) Suspension period treated as non-duty: 1.9.2022 to 30.11.2022.

Note: Employee 'Y' has availed full vacation during the above said period.

Q3: A Group 'D' employee was suspended from duty about six months ago without change of headquarter. Suspension period has been held prolonged due to reasons directly attributable to the employee undergoing suspension. As such, the competent authority, after review, has ordered to reduce the subsistence allowance of the suspended employee by 40% payable for the suspension period beyond six months;

- 1) Fix admissible initial rate per month of subsistence allowance and other entitled allowances and;
- 2) Refix reduced rate per month of subsistence allowance and other entitled allowances in compliance of the above said orders; on the basis of rates of pay and allowances entitled before suspension as under:
 - a) Basic pay: @ ₹35000 per month,
 - b) Dearness allowance: @ 46% of basic pay,
 - c) House rent allowance: @ 8% of basic pay,
 - d) Fixed medical allowance: @ ₹1000 per month,
 - e) Children education allowance: @ ₹1125 per month for one child,
 - f) Cycle allowance: @ ₹200 per month.
- 3) Quote rules against each amount of allowances under which the same is entitled during the period of suspension.

Q4: An employee of 'Group B' has been awarded punishment of compulsory retirement under the provisions of HCS (Punishment and appeal) Rules, 2016 ;

- (1) Quote the kind of pension and rule under which the benefit of pension is admissible in this case, (3 marks)
- (2) Work out : (3x4 marks)
 - i) Duration of Net qualifying service for pension;
 - ii) Amount of Gratuity; and
 - iii) Amount of Commuted value of pension;

to which the employee is entitled under HCSR 2016 in the above given case, on the basis of following service particulars :-

- a) Date of birth: 26.1.1985
- b) Date of joining: 30.12.2005
- c) Date of retirement: 31.12.2023
- d) Suspension period treated as 'Non duty'
for the purpose of pension : 1.6.2008 to 28.2.2010
- e) Basic pay last drawn: @ ₹56200/- per month
- f) Dearness allowance: @ 46% of basic pay
- g) The employee has opted for a 30% amount of pension for Commutation.

Q5: Calculate:

(i) Leave salary contribution,

(5 marks)

(ii) Pension contribution,

(10 marks)

on the basis of following service particulars in respect of an employee, whose services had been lent on foreign service to a local body for the period from 1.1.2022 to 31.12.2023 on a post carrying same pay scale;

i) Date of joining Government service: 1.1.2015,

ii) Date of increment: 1st January every year,

iii) Basic pay drawn before joining Foreign Service: ₹ 69700/- (cell-3) of ACPL-13,

iv) Rate of Dearness Allowance:

1.1.2022 to 30.6.2022 @34% of basic pay,

1.7.2022 to 31.12.2022 @38% of basic pay,

1.1.2023 to 30.6.2023 @ 42% of basic pay,

1.7.2023 to 31.12.2023 @46% of basic pay.

Cell ACPL-13

3. 69700

4. 71800

5. 74000

PART-II (Theoretical) 75 marks.

1. *Attempt any five questions from PART-II. Extra attempted question(s) or any part thereof out of remaining question(s) shall not be granted any marks.*
2. *Support all answers with relevant rule number(s) with the name of the rule book.*

Q6: (a) What kind of allowances and at what rates of such allowances are admissible to a Government employee, if the employee is permitted to maintain a different station other than his permanent headquarter during Extraordinary leave?

(b) What is the procedure for claiming the benefit of Conveyance allowance by an orthopedically handicapped employee?

(c) What are the prescribed rates of penal rent for subletting a Government accommodation by an employee?

(3x5:15 marks)

Q7 : (a) Which authority is competent to grant Earned leave to an employee of other state working on deputation in a department of the Haryana government ?

(b) What action is required and which authority is responsible for initiating such action, if an employee remains absent from duty without any information to his office for more than a week?

(C) A newly appointed employee of the vacation wing, on completion of 6 month regular service, has applied for 5 days Earned leave. Give your comments on this claim.

(3x5:15 marks)

Q8 : (a) How may such a situation be treated, if three months' notice of voluntary retirement, given by an employee having completed 20 years qualifying service, has neither been refused nor accepted by the appointing authority up to the date of expiry of the notice ?

(b) How may the application of such an employee be dealt with, who is on Extraordinary leave and having completed 20 years of qualifying service, has applied for voluntary retirement without giving 3 months' notice ?

(c) A competent authority has passed the orders of premature retirement of an employee and simultaneously ordered for making a lump payment of 3 months' salary to that employee in lieu of 3 months' notice period. The employee has submitted the claim for making the payment of 3 months' salary after adding the benefit of increment which would have otherwise been earned during the next three months, had the three months' notice been given to him by the competent authority for premature retirement. Give your comments on this claim.

(3x5:15 marks)

Q9: (a) Which member(s) of the following mentioned family is/are entitled to receive the final payment of GPF and in what proportions, where a divorced female subscriber has died leaving behind a dependent unmarried daughter aged 25 years, a divorced daughter aged 28 years, a married son aged 26 years, aged dependent father, a married brother and an unmarried dependent sister. No valid nomination subsists. Support your answer with rule(s).

(b) A female subscriber has applied for withdrawal for the celebration of the marriage of her youngest sister-in-law (spouse's sister aged 22 years) claiming that her sister-in-law is wholly dependent on the subscriber and living with the subscriber? Give your comments on this claim with rule(s).

(c) It has been proposed to make recovery of misutilized loan amount from GPF balance at credit of the employee concerned. Give your comments on the basis of rules.

(3x5:15 marks)

Q 10: (a) How the conduct of such an employee shall be dealt with who deserts his/her post in the time of threat of enemy action?

(8 marks)

(b) How should the claim of an employee be dealt with for payment of arrears of salary for the duty periods, who has been placed under suspension on the charges of embezzlement of government money?

(7 marks)

Q11: (a) What is the prescribed procedure for re-fixation of amount of pension, if after the sanction of pension; it is found to have been fixed at an excess rate due to a clerical error?

(b) How will the authorisation for payment of commuted value of pension be dealt with, when it has been received after the date of death of a pensioner?

(c) Under which rules pension claim of an employee shall be dealt with, who retired on superannuation in 2015, but has been allowed the pension by the court in 2023?

(3x5:15 marks)