

ACCOUNTS TEST FOR EXECUTIVE OFFICERS

Time allowed: Three Hours

Maximum Marks: 100

Note:

- 1) Answer any Five Questions
- 2) All Questions carry equal marks
- 3) Quote Rules and Orders in support of your answers
- 4) Books allowed are as per existing Government Orders.

- 1 a) Define 'Fees'. What are the circumstances in which a Government servant can retain the entire amount of the fees received by him without special sanction? (10 marks)
- b) Under what conditions may withdrawal of a resignation tendered by a permanent Government servant, which has become effective be permitted by the Appointing Authority? How will the period of interruption in service caused by resignation be treated? (10 marks)
- 2 a) What Travelling Allowance is admissible to a Government servant who is transferred from one station to another in the interests of service? (10 marks)
- b) What Travelling Allowance is admissible to an officer on transfer for the transportation of motor car or motor cycle/scooter by road between places not connected by rail? (10 marks)
- 3 a) How is "Leave not Due" different from "Extraordinary Leave" ? (10 marks)
- b) What is "Study Leave"? What are the conditions governing its grant? (10 marks)
- 4 a) How far does a period of suspension count as qualifying service for Pension? (10 marks)
- b) Distinguish between "Retiring Pension" and "Compulsory Retirement Pension" (10 marks)
- 5 a) What are the conditions governing subscriptions to the GPF? (10 marks)
- b) What is meant by conversion of an advance into a withdrawal? Under what circumstances is such conversion possible (10 marks)



6 a) What are the penalties that may be imposed on a Government servant under CCS (CCA) Rules? (10 marks)

b) What are the conditions governing the selection/appointment of Inquiry Officer? (10 marks)

7 a) State the procedure prescribed for dealing with cases of losses of Government money or property caused by defalcations, accidents, thefts or otherwise (10 marks)

b) What are the instructions to be followed where assumption of charge involves responsibility for cash, stores etc.? (10 marks)

8 a) State the procedure to be followed for cancellation of a Cheque. (10 marks)

b) Write short notes on :- (2x5 = 10 marks)

i) Disciplinary Authority

ii) Compassionate Allowance

