

HARYANA STATE SAS-I (LAD) EXAMINATION 2022
Haryana Civil Services Rules (CSR)
(With the aid of Books)

Max Marks: 150

Time Allowed: 3 Hours

- (i) Question No 1 carrying 30 marks is compulsory.
- (ii) Attempt any three questions out of Question No 2 to 5
- (iii) Attempt any five questions out of Question No 6 to 11
- (iv) Quote relevant Rules / instructions in support of your answer.
- (v) Attempt all parts of the Question together.

Q.No.1 (a) A government employee drawing Pay of Rs 49000 in ACPL 10 (GP 4600) from 01.07.2016 was promoted in FPL 8 (GP 4800) on 01.04.2017. Fix the pay of the employee upto 01.07,2021 and mention the Date of next increment.

(b) An official drawing pay at Rs.71800 (GP 6600) in FPL 11 is promoted premature on 01.09.2016 to a higher post in FPL 12 (GP 7600).

The deficiency in experience will complete on 01.09.2017. Fix the pay on promotion and mention the Date of next increment.

(15x2 =30 Marks)

Q.No.2. Maintain the Earned Leave Account & Half Pay Leave Account of a Non-Teaching employee from the following particulars:

- a) Joined as a regular Government employee on : 01.04.2016
- b) Availed Earned Leave from 01.04.2018 to 30.04.2018 and from 01.09.21 to 30.09.21
- c) Availed half Pay Leave from 01.01.22 to 31.01.22

Complete the Earned Leave Account and Half Pay Leave Account from 01.04.2016 to 31.03.22.

(15 Marks)

Q. No.3. An Assistant working in DC office, Hisar drawing pay at Rs 52000 in Level 6 was placed under suspension w.e.f. 01.07.2021. Calculate the Subsistence Allowance admissible to him during suspension period.

In addition calculate the amount of Subsistence Allowance admissible after six months, if the suspension period is prolonged on administrative grounds. DA @ 31% w.e.f. 01.07.2021 & DA @ 34% w.e.f. 01.01.2022

(15 Marks)

Q. No4 (a) What will be the date of next increment in respect of a Professor, whose existing date of increment is 01.07.2021 from the following particulars:

- (i) He was on extraordinary leave from 01.09.2021 to 31.12.2021 for prosecuting higher technical studies.
- (ii) He availed extraordinary leave on medical grounds from 01.01.2022 to 31.01.2022

Q.No4 (b) What will be the next date of increment in respect of an employee, who joined Government service as a regular Government employee on:

- (i) 01.08.2020 (FN)
- (ii) 01.01.2021 (AN)

Q.No4 (c) State the conditions, subject to which, the service counts for increment.
How much duty period is required for grant of annual increment?

(5x3= 15 Marks)

Q.No 5 From the following particulars , calculate (i) Qualifying Service (ii) Pension (iii) Family Pension (iv) Commuted Value of Pension (v) DCRG and (vi) Leave encashment admissible to an employee of Haryana Govt. who retired on attaining the age of superannuation :

- (i) Date of Birth : 10.03.1964
- (ii) Joined Service a regular Govt. employee under
Haryana Govt. : 01.04.1989
- (iii) Date of retirement : 31.03.2022

He was on Foreign Service for 3 years from 01.08.2010 to 31.07.2013. The leave salary and Pension Contributions have been deposited by the foreign employer.

He was placed under suspension for 5 months from 01.08.2014 to 31.12.2014. His suspension period was revoked without imposition of any penalty. The period of suspension was treated as on duty for increment and pension.

He availed of following spell of leave

- (i) Extra ordinary leave from 01.07.2015 to 31.12.2015 for prosecuting higher technical studies.
- (ii) Extraordinary leave on medical grounds from 01.01.2018 to 30.06.2018.

At the time of retirement, he was drawing basic pay of Rs. 80200 in the revised pay in Level 9

Note:- DA @ 34% Commutation Factor: 8.371

Earned Leave at credit on retirement = 350 days

(15 Marks)

Q.No.6 Define and explain about any three of the following:

- a) Death cum Retirement Gratuity b) Commutation of Pension
- c) Enhanced Family Pension d) Leave Encashment

(5x3=15 Marks)

Q.No 7(a) What is the minimum and maximum age for entry in to Government Service as per Revised/latest State Government instructions. In addition explain the provisions about extension of age in case of reserved categories/other cases.

(b) Mention the period of probation:

- i) On direct recruitment ii) On Promotion

In addition explain the provisions about Lien on confirmation of a Government employee. **(7.5x2=15Marks)**

Q.No8 (a) Briefly explain the procedure for fixation of Pay on the promotion of a Government employee. In addition mention the provision about date of next increment after promotion as per Revised Pay Rules.

(b) What is the provision about grant of ACP to a Government employee? Explain the procedure for fixation of Pay on grant of ACP to a Government employee.

(7.5x2=15 Marks)

Q.No.9(a) Briefly explain the amount of Refundable advance permissible from G.P Fund for various purposes. Who is competent to sanction Refundable Advance from G.P Fund?

(b) Briefly explain the amount of withdrawal (Non-Refundable Advance) from G.P Fund for various purposes. Who is competent to sanction the withdrawal from G.P Fund?

(7.5x 2=15 Marks)

Q.No10. Write the correct answer out of the options given against each:

(i) An employee can be given official duty :

(a) Within office hours (b) Any time on working day (c) Any time and on any day.

(ii) The Property Return is required to be submitted by every employee:

(a) Every year as on 31st March (b) Twice in a year

(iii) Can Casual Leave be combined with Earned Leave?

(a) Yes (b) No

iv) Who is competent to sanction Earned Leave upto 120 days to a Group 'C' employee?

(a) Head of Office (b) Head of Department (c) Administrative Secretary

v) A female Government employee can get miscarriage leave upto:

a) 45 days b) Every time 15 days c) No Limit

vi) A Group 'C' Employee may accept gifts from his near relatives or friends having no relation with him, but shall make a report to the Government, if the value exceeds:

(a)Rs.4000 (b) Rs.2000 (c) Rs. 1000

vii) Can a Government employee participate in Election without taking permission of the prescribed authority?

(a) Yes (b) No

viii) A female Government employee can be sanctioned maternity leave upto:

(a) Six Months (b) Three months (c) 120 days

ix) How much Ex-Gratia Grant shall be admissible to the family of a Government Employee in case of death, while in service.

- (a) One Lac (b) Rs.25000
x) Following emoluments are admissible to the eligible family member of a Government employee, in case of death while in service:

Basic Pay + DA + Fixed Medical Allowance

Basic Pay + DA + Fixed Medical Allowance + HRA for two years

- xi) Is DCRG admissible on superannuation to an employee, who joined Government Service after 01.01.2006?
(a) Yes (b) No
- xii) The information about transactions in shares securities, Debentures or Mutual Funds scheme shall be sent by a Group 'C' employee to Head of office, if it exceeds:
(a) Rs25000 (b) Rs.50000 (c) Rs.100000
- xiii) Provision for prohibition of Sexual Harassment of working Women is contained in
(a) Haryana Civil Services (Government Employees Conduct) Rules, 2016
(b) Haryana Civil Services (General) Rules ,2016
(c) Haryana Civil Services (Punishment & Appeal Rules) 2016
- xiv) A non-teaching employee earns Earned Leave during the first 10 years of Service @ :
(a) 1/24 of Duty period
(b) 1/18 of Duty period
(c) 1/12 of Duty period
- xv) How much Casual Leave are admissible at the time of 1st joining to a Male employee, who joins Government service on 15, September, 2021
(a) 2 days (b) 5 days (c) 3 days

(1x15=15 Marks)

Q No. 11 Distinguish between any three of the following:

- (i) Maternity Leave and Leave not due
- (ii) Extraordinary Leave and Study Leave
- (iii) Dismissal and Removal
- (iv) Voluntary Retirement and Compulsory Retirement
- (v) Pay and Personal Pay

(5x3 = 15 Marks)