

**HARYANA STATE SAS-I (OB)/ EXAMINATION 2024**  
**TREASURIES & ACCOUNTS DEPARTMENT, HARYANA**  
**Haryana Civil Services Rules (CSR)**  
**(With the aid of Books)**

**Time: 3 hours**

**Max. Marks: 150**

- (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)** An official drawing Pay at Rs23800 in Level 2 (GP1900) w.e.f 01.07.2016 was promoted on 01.04.2017 to higher cadre post in Level 6 (GP4200). Due to administrative reasons, he was reverted to the lower post in Level 2 on 01.08.2019

He was again promoted to the same post in Level 6 (GP 4200) on 15.10.2020.

Fix the pay of the official and mention the date of next increment.

**(b)** An official drawing pay at Rs.25200 w.e.f. 01.07.2016 in Level 2 (GP 1900) was appointed in Ex –cadre Higher post on 01.05.2017 in Level 6 (GP 4200). He was reverted to lower post in Level 2 (GP 1900) on 01.09.2019.

Fix the pay of the official 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: 01.04.2015
- b) Availed 30 days Earned Leave from 01.04.19 to 30.04.19 and 20 days Earned Leave from 01.04.21 to 20.04.21
- c) Availed 31 days Half Pay Leave from 01.01.22 to 31.01.22

Complete the Earned Leave Account and Half Pay Leave Account for the period from 01.04.2015 to 31.03.24.

**(15 Marks)**

**Q. No.3.** An official working in DC office, Sonapat drawing pay at Rs. 60400 in FPL 7 was placed under suspension w.e.f. 01.09.2022. Calculate the Subsistence Allowance and other allowances admissible to him during suspension period i.e. from 01.09.22 to 30.06.23.

In addition, calculate the amount of Subsistence Allowance and other allowances admissible after six months,

If the suspension period was prolonged on administrative grounds i.e. due to the reasons not directly attributable to Government employee. He was reinstated on 01.07.23.

**Note:** DA @ 38% w.e.f.01.07.22 and 42% w.e.f. 01.01.23

**(15 Marks)**

**Q. No.4** Calculate the amount of Leave Salary Contributions and Pension Contributions In respect of an officer drawing Pay of Rs.80900/- in Pay Matrix FPL 11 on 01.07.22 with date of next increment on 01.07.23, who was sent on foreign service to Haryana Urban Development Authority, Panchkula for the period from 01.07.22 to 30.06.23 from the following particulars;

- i. Joined as a regular Government employee: 01.09.2015
- ii. He availed Earned Leave from 01.12.22 to 31.12.22.
- iii. Relieved from HUDA Panchkula on 30.06.23(AN).

**Note:** DA @ 38% w.e.f. 01.07.22 and @ 42% w.e.f. 01.01.23

**(15 Marks)**

**Q. No5** Calculate the (i) Qualifying Service (ii) Pension (iii) Family Pension (iv) Commuted Value of Pension (v) DCRG and (v) Leave Encashment admissible to a Haryana Government Employee, who retired on attaining the age of Superannuation from the following particulars:

- (i) Date of Birth : 10.06.1965
- (ii) Joined Service as regular Govt. employee under Haryana Govt. : 01.07.1990
- (iii) Date of retirement : 30.06.2023

He was on Foreign Service for 2 years from 01.08.2012 to 31.07.2014. The leave salary and Pension Contributions have been deposited by the foreign employer.

He was placed under suspension for 6 months from 01.01.2015 to 30.06.2015. His suspension period was revoked without imposition of any penalty. The period of suspension was treated as on duty for increment and pension

- (i) He availed following spell of leave:
- (ii) Extra ordinary leave from 01.07.2018 to 31.12.2018 for prosecuting higher technical studies.
- (iii) Extraordinary leave on medical grounds from 01.04.2020 to 30.06.2020

(iv) Extraordinary leave on personal affairs from 01.09.20 to 31.10.20

At the time of retirement, he was drawing basic pay of Rs.99500 in Level 11.

**Note:** - DA @ 42 % Commutation Factor: 8.371

Earned Leave at credit on retirement = 400 days

**(15 Marks)**

**Q.No.6** Distinguish between the following:

- a) Family Pension and Enhanced Family Pension
- b) Personal Pay and Presumptive Pay
- c) Service Gratuity and Death –cum- Retirement Gratuity

**(5x3=15 Marks)**

**Q.No 7(a)** Briefly explain about Minor Penalties and Major Penalties to a Government employee as per the provisions contained in Punishment & Appeal Rules. . In addition, explain that the stoppage of increment with Cumulative effect is a Minor Punishment or Major Punishment?

**(b)** What are the provisions about acquiring and disposal of Moveable and immoveable Property applicable to a Government employee?

**(7.5x2=15 Marks)**

**Q. No8 (a)** Briefly explains the provisions about eligibility conditions for grant of ACP to a Government employee. In addition, explain the procedure for Fixation of Pay on grant of ACP to a Government employee.

**(b)** What will be the financial implication, if an employee, who forgoes his promotion in the line of hierarchy or seeks reversion on his own accord to feeder post? In addition, explain the provisions about fixation of Pay, if such employee becomes ready to accept the promotion.

**(7.5x2 = 15 Marks)**

**Q.No.9.** Define and briefly explain the following:

- a) Withdrawal (Non –Refundable Advance) from GP Fund
- b) Leave Encashment
- c) Child Adoption Leave

**(5x3x=15 Marks)**

**Q. No 10.** (a) What is Licence Fee? At what rate, the Licence Fee is charged as per the State Govt. Policy?

(b) For how much period a Government employee can retain a Government accommodation on:

- i) Retirement      ii) Transfer

In addition, explain the provisions about charging of penal rent on retaining the Government accommodation after the expiry of permissible period?

**(7.5x2= 15 Marks)**

**Q. No11.** Write the correct answer out of the options given against each:

i) How much qualifying service is required for getting full pension?

- (a) 28 Years      (b) 20 Years      © 33 years

ii) The Minimum age for entry in to Government Service for Class I, II, III & IV employees as per revised instructions is:

- (a) 18 years      (b) 17 years      (c) 21 years

iii) Can Casual Leave be combined with Earned Leave?

- a) Yes      b) No

iv) Who is competent to sanction Earned Leave up-to 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 up-to:

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

vi) Maximum age for entry into Government Service for General Categories is :

- a) 40 years      b) 42 years      c) 45 years

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 up to:

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

ix) An employee can be given official Duty:

- a) Within Office hours      b) Any time on working day

c) Any time on any day

x) Subsistence Allowance during Suspension period is equal to

- a) 50% of Basic Pay + DA
  - b) 50% of Basic Pay + DA + Fixed Medical Allowance + HRA
- 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 many Casual Leave are admissible to a Male Government in the first Calendar year at the time of first joining, who joined Government Service on 15<sup>th</sup> June, 24.
- a) 2 days
  - b) 5 days
  - c) 10 days

**(1x15=15 Marks)**