

Roll No _____
03122016(40)

Departmental Examination for AM/HR
Session 12/2016
Paper-1st
(Service Rules & Regulations)

Time Allowed :3 Hrs.

Marks :100

Books Allowed : As per syllabus issued vide Office Order No. 1038/REG-307 dated 11/06/15.

Note :

- * Attempt all questions and part of a question must be attempted continuously at one place.
- * Support your answer with relevant rules/regulations.
- * Rough work should be done on the space provided for in the answer sheet at Page-2.
- * Missing data, if any, be assumed but must be indicated specifically in the answer.

1. (a) An employee of PSPCL was drawing basic pay of Rs. 26590/- (including Grade Pay) w.e.f. 1-10-2014 in the pay band of 10900 -34800 with Grade Pay of Rs. 4850/-. He was promoted on 01-02-2015 in the pay band of 10900 -34800 with Grade Pay of Rs. 5100/-. He was reverted to his previous post w.e.f. 01-04-2015. He applied for pre-mature retirement w.e.f. 31-08-2015, which was granted by the competent authority. His verified service as per service book as on 31-08-2015 was 21 years. Calculate his basic Pension, DCRG, commuted value of Pension (Max. allowed). His date of Birth is 18-08-1964.

1. (b) Write the rates of old age allowance admissible to pensioners applicable at present.

Marks : 15+5=20

2. (a) Calculate the amount payable to Mr. A, Additional SE (with Grade pay of Rs. 9600/-) posted at Patiala, as TA Bill for the month of June, 2016 from the following particulars :

1. Visited Amritsar for inspection on 04-06-2016 by own car. Stayed in PSPCL Rest House for 04-06-2016 and 05-06-2016 and returned to Patiala on 06-06-2016. Total KMs covered by his own car during the tour were 530 KMs.

2. Visited Jagraon for inspection on 11-06-2016 by own car and returned to Patiala in the evening on the same day. Total of 280 KMs were covered by his own car.
 3. Visited Chandigarh on 12-06-2016 for spot purchase by own car and returned to Patiala on same day. Total of 170 KMs were covered by his own car.
 4. Proceeded to Kolkatta in connection with an inspection on 18-06-2016. Patiala to Chandigarh by own car (70 KMs) Chandigarh to Kolkatta by air (Air fare both ways was Rs. 18500/-) reached Kolkatta on 18-06-2016 and hired taxi for Rs. 800. Stayed in Kolkatta from 18-06-2016 to 20-06-2016 and returned to Chandigarh by air on 21-06-2016 and from Chandigarh to Patiala by own car. He was providing lodging and boarding at Kolkatta. He paid taxi fare of Rs. 800/- on departure day.
 5. Visited at Ludhiana on 25-06-2016 for official work and returned to Patiala on the same day. Total of 210 KMs were covered by his own car.
 6. Inspected Transformers of Patiala on 27-06-2016. Total of 20 KMs were covered by his own car.
2. (b) A GPF subscriber was reported to be missing. What are the instructions regarding allowing interest on the balance of missing subscriber.

Marks : 15+5=20

3. (a) Write down short note on following and also quote the relevant regulation in support of your answer :
- (i) Quarantative Leave
 - (ii) Child Care Leave
 - (iii) Computed Leave
 - (iv) Study Leave

Marks : 4x5=20

4. (a) Identify which of the below statement are true or false. Quote relevant regulation in support of your answer.
- (i) A PSPCL employee as transfer shall not be allowed house rent allowance at the new station of posting in any case, till official accommodation at the previous station of posting is vacated by him.
 - (ii) The period spent under medical treatment by a PSPCL employee under suspension is treated as leave on medical ground and accordingly leave salary shall be paid.

(iii) Honorarium should be granted to gazetted officers engaged on work in connection with the setting up of companies, corporations etc. Which forms a part of their normal duties, if they work beyond office hours.

4. (b) **Comment :**

- (i) Ten days casual leave was granted to PSPCL employee to visit Goa, to which journey time is 44 hours from his Head Quarter.
- (ii) An employee requests to increase his GPF subscription form December 2016, when he earns his annual increment .

Marks : 5x4=20

5. (a) Describe the present categorization of PSPCL employees for the purpose of TA & LTC claims.

(b) What treatment should be given for over stay of joining time ?

(c) Under which circumstances subsistence allowance can be increased or decreased ?

(d) Mr. A posted at Patiala as Sr. Asstt. applied for LTC to visit home town in U.P. in May, 2016. Which was sanctioned by competent authority. He was due for retirement on 30th Nov. 2016. He also applied for 10 days leave encashment. He visited his home town and spent Rs. 7000 on rail fare of his family members and himself. His basic pay was Rs 30,400. Calculate the amount payable as LTC and leave encashment.

Marks : 5x4=20



Roll no _____

04122016(20)

Departmental Examination for AM/HR-Paper-II(General Rules & Regulations)

Session 12/2016

Time Allowed: 3 hours

Max.Marks-100

Books Allowed:- AS per syllabus issued vide office order No.1038/REG-307 dt.11.6.2015

NOTE:-

- Attempt all the questions and part of questions at one place.
- Rough work must be done at space provided for in the answer sheet at page no.2
- Missing data if any may be assumed but must be indicated in the answer.
- Support Your Answer with relevent rules/regulations.

Q-1. (a)PSPCL enters into a Contract valuing Rs. 2 lacs with a contractor who sublets this contract to another contractor without approval of accepting Authority. Explain instructions in this regard. (M-10)

(b)SE decided to withheld one increment of Revenue Superintendent without future effect. Comment. (M-5)

(C)Sr Xen/IT PSPCL, Patiala writes an editorial on software applications without having previous sanction of competent Authority. Comment. (M-5)

Q-2. (a)Proposal for Sale of Obsolete store valuing Rs.2 Crore was referred to WTDs for decesion. Comment. (M-3)

(b)Define "Suit". (M-4)

(C) To whom the matter is brought into notice in case of material deviation in observance of regulations of Conduct of Business. (M-3)

(d) State the General conditions to be observed by the Competent Authority while sanctioning Purchase of material etc. (M-10)

Q-3 (a) D.P.C recommended not to Promote an officer. However Appointing Authority Promoted the Officer inspite of the Fact that DPC has not recommended the Promotion. Comment.(M-5)

(b)How the ACR is taken as evaluated for the period when the employee is absent and the period is regularised later on. (M-4)

(C)"Due payments to an suspended employee can be deferred". Explain (M-5)

(d) Explain "deemed Suspension" (M-6)

8.7.0

- Q-4 (a) What aspects are considered by appellate authority in case of appeal made against Penalty orders. (M-10)
- (b) Write Short note on "Mobilisation Advance" (M-5)
- (c) Briefly state the admissibility of benefit of reservation to SC/ST Person who migrated from other state to Punjab state? (M-5)
- Q-5 (a) A supplier made an request for extension in delivery period for supply of material against a Purchase order quoting Reasons that his skilled labour is on strike. However, the competent Authority decided to cancel the PO. Comment. (M-6)
- (b) What aspects are to be observed while processing of Tenders received for supply of material. (M-10)
- (c) What causes invalidation of Tenders? (M-4)
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Roll No _____
05122016(20)

Departmental Examination for AM/HR
Session 12/2016
Paper -111
(ACTS AND LABOUR LAWS)

Time Allowed: Three Hrs.

Marks: 100

Books Allowed: As per syllabus issued vide Office Order No. 1038/REG-307 Dated 11.6.15

NOTES

1. Attempt all questions and part of a question must be attempted continuously at one place.
2. Support your answer with relevant rules/regulations.
3. Missing data, if any, may be assumed, but must be indicated specifically in the answer.
4. Rough work should be done on the space provided for in the answer sheet at page No,2

Q1(a) Discuss the provisions regarding Third Party Information under the RTI Act 2005.

(b) What are the objectives and reasons for the introduction of Micro, Small and Medium Enterprise Development Act 2006.

(Marks 10+10=20)

Q2(a) How are consumer grievances redressed by the Three Tier Machinery under The Consumer Protection Act 1986.

(b) How and within what time an appeal can be filed under The Consumer Protection Act 1986.

(c) What is the manner in which a complaint shall be made under the Consumer Protection Act 1986.

(d) An employee desirous to contribute 20% of salary as against 12% towards contributions (8% being voluntary) and demand that employer shall also contribute 20%. Comment

(Marks 5+5+5+5=20)

Q3(a) Define open Access under The Electricity Act 2003.

(b) Define cognizance of offences under the provisions of The Air Prevention and Control of Pollution Act ,1981.

(c) What conditions are to be complied with by every person to whom consent has been granted by the State Board under the provisions of The Air (Prevention and Control of Pollution Act,1981.

(Marks 5+5+10=20)

Q4

Explain the following

- (i) Safety Officer (Factories Act 1948)
- (ii) Occupier (Factories Act 1948)
- (iii) Occupational Disease (Workmen Compensation Act, 1923)
- (iv) Information (RTI Act 2005)
- (v) Record (RTI Act 2005)

(Marks-4+4+4+4+4=20)

Q5(a) Explain the welfare Provisions under The Factory Act 1948.

(b) What are the various penalties imposable under The Electricity Act 2003

(Marks-10+10=20)