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To

1. The Chief Engineer/Admn., HVPNL, Panchkula.
2. The Chief General Manager/Admn., UHBVNL, Panchkula.
3. The Chief Engineer/Admn., DHBVNL, Hisar.
4. The Chief Engineer/Admn., HPGCL, Panchkula
5. The Chief Accounts Officer, HVPNL/UHBVNL/DHBVNL/HPGCL,
Panchkula/Hisar.

Dated: 15.06.2021

Memo No. Ch. 87/HPTI-322/Vol-II

Sub: Regarding Sample Paper of Departmental Accounts Examination for Engineering officers & subordinates of Haryana Power Utilities:- uploading of sample paper of paper II thereof.

This is in continuation to this office memo No. Ch.6/HPTI-322 dated 08.09.2020 vide which revised Syllabus of Departmental Accounts Examination of Engineering officers & subordinates of Haryana Power Utilities as supplied by Designated committee vide memo No. 4221/SAO/Bkg. Dated 26.08.2020 has been forwarded and this office memo No. Ch.26/HPTI-322/Vol-II dated 06.10.2020 vide which Google drive link for the study material w.r.t. the revised syllabus of Departmental Accounts Examination of Engineering officers & subordinates was provided.


It is also intimated that this office vide memo No.Ch.61/HPTI-322/Vol-II dated 04.03.2020 has requested to your good office (**Copy enclosed**) for issuing the directions for uploading the sample papers of Paper No.-I, III & IV of Departmental Accounts Examination for Engineering Officers & Subordinates of Haryana Power Utilities on the website of respective HPUs for information of the prospective candidates at the earliest.

Enclosed please find herewith the **Sample paper of Paper-II (Soft copy being sent through email)** pertaining to Departmental Accounts Examination of Engineering officers & subordinates as received from UIAMS, Panjab University, Chandigarh vide an email dated 08.06.2021.

It is therefore, requested to issue directions to the quarter concerned for uploading the sample paper of paper-II for Departmental Accounts Examination of Engineering officers & subordinates on the website of respective HPUs for information of the prospective candidates at the earliest please.

This issues with the approval of the Director Principal, HPTI, Panchkula.

DA: As above


Vice Principal,
HPTI, Panchkula

CC:

1. The Chief Coordinator Exams, UIAMS, Punjab University, Chandigarh w.r.t. their office email dated 08.06.2021.
2. The SE/Admn-I & II, HVPNL, Panchkula.
3. The Controller of Finance, HVPNL, Panchkula.
4. SPS to President HPTI-cum- Managing Director HVPNL Panchkula for kind information of President HPTI-cum- Managing Director HVPNL, Panchkula.
5. SPS to Managing Director HPGCL Panchkula for kind information of Managing Director HPGCL, Panchkula.
6. SPS to Managing Director, DHBVN, Hisar for kind information of Managing Director, DHBVN, Hisar.
7. SPS to Managing Director, UHBVN Panchkula for kind information of Managing Director, UHBVN, Panchkula.
8. The US/GA, HVPNL, Panchkula.
9. PA to Director Principal, HPTI Panchkula for kind information of Director Principal, HPTI, Panchkula.

SAMPLE
HARYANA POWER UTILITIES

Departmental Accounts Examination for Engineering Officers (..... 2020)

PAPER-II

TIME ALLOWED : 3 Hours

MAX. MARKS: 100

PART-A (Marks-40)

Q.No. 1

Which of the following statements are correct/incorrect:

- (i) On subsequent appointment to a post higher or identical to Functional/ACP pay scales, Where the pay in the pay band is fixed equal to the post already drawn, the date of next increment shall be 1st July, if otherwise admissible on that day.
- (ii) No benefit of increment proportionate or otherwise shall be admissible to a Government employee who is not in service on 1st July.
- (iii) If the amount of increment comes to Rs. 500.05 or Rs. 501, then it should be rounded off to Rs, 510.
- (iv) Mr. A on his first entry into Government service on 17 th of February, 2018 was allowed benefit of one increment @3% of basic pay from 1st July.
- (v) A relative of a Gazetted Officer was appointed to a post in Government service with a medical certificate of fitness of health according to the medical standards lower than those required for the post on which he was appointed.
- (vi) Head of Department has full powers to sanction period of enforced halt as duty.
- (vii) The Head of the department refused to recast the service book, reported to have been misplaced and not traceable, on the basis of attested photocopy of service book obtained by the employee for his personal record.
- (viii) House Rent allowance at full rate applicable for his headquarters on the emoluments drawn before suspension is admissible to the employee under suspension.

- (ix) One eyed employee is to be treated as blind or disabled person and his age of retirement on superannuation shall be sixty years.
- (x) During joining time an employee is granted HRA and other allowances including conveyance allowance at the rate admissible to him at the old or new station, which ever is less.

Marks-10*1=10)

Q.No. 2

Calculate the Leave admissible to a Nigam Employee from the following details:

Date of Joining as AE (T) = 12-08-1986

Date when he becomes AE (R) = 01-01-1987

The employee availed the following kind of leaves during his service period:

- Earned Leave:
- (i) 16-04-1992 to 25-05-1992
 - (ii) 6/2004 to 7/2004
 - (iii) 01-08-2009 to 31-08-2009
- Half Pay Leave :
- (i) 01-03-1996 to 28-04-1996
 - (ii) 3/2007 (Half Pay commuted Leave on medical certificate)
 - (iii) 12-09-2010 to 30-09-2010 (Half Pay commuted Leave on medical certificate)
- Extra Ordinary Leave:
- (i) 01/08/2008 to 30/09/2008
 - (ii) 01-12-2012 to 06-01-2013

From 01-05-2005 to 30-07-2005 the officer remained suspended. The period of suspension was decided as leave of kind due by the competent authority.

The officer retired at the age of superannuation on 31-08-2014.

(Marks-10)

Q.No. 3

Examine whether any TA/DA on Tour is admissible to the officers residing and posted at Panchkula, in the following cases and if admissible indicate the amount of Claim which can be admitted:-

(i) Grade 1 employee drawing pay in Level 18 left for attending official meeting at Faridabad on 11-11-2018 at 0 Hour by friends car. Paid propulsion charges for Rs. 2000/- (claimed Rail A.C First Class fare Rs. 3000/-). He was treated as State Guest there and availed casual Lunch, dinner and tea at the expense of Government. After Dinner he went to Delhi at night and stayed there in a Hotel (paid and claimed Hotel charges at Delhi for Rs. 10000/-) Claimed daily of Rs. 800/-. Next day on 12-11-2018 he returned to Panchkula by Volvo bus and reached at 2.00 P.M. Claimed Volvo bus fare and Daily Allowance at the rate of Rs. 800/-. He spent and claimed taxi charges (25 KM) paid for Rs. 1000/- from Faridabad to reach at Delhi. **(Marks-5)**

NOTE: Attempt any ONE Question out of Q.No. 4 and 5 (Marks-10)

Q.No. 4

Define any FIVE of the following:

- (a) Cooling Period
- (b) Dies Non
- (c) Last Pay certificate
- (d) Next below rule
- (e) Regular posts
- (f) Ferry Charges
- (g) Kinds of leave admissible to an employee **(Marks: 2*5 =10)**

Q.No. 5

- (a) Explain the circumstances under which a Government employee may be transferred in officiating or substantive capacity from one post to another of lower pay structure by his appointing authority?
- (b) Can he be again re-transferred to the higher post on which he was holding a lien?
- (c) What the Head of the Department should do if the service book of a government employee is reported misplaced or lost?
- (d) The competent authority converted the suspension period of an employee into leave of kind due without the consent of the employee. Comment. **(Marks-10)**

NOTE: Attempt any TWO Questions out of Q.No. 6 to 8 (Marks-2.5+2.5=5)

Q.No. 6

Explain provisions relating to Suspension in case of Arrest or detention?
(Marks- 2.5)

Q.No. 7

What deductions can be made from monthly Subsistence Allowance? Are there any optional deductions? Explain.
(Marks- 2.5)

Q.No. 8

Explain in detail various kinds of allowances admissible to a Government Employee?
(Marks – 2.5)

PART –B (Marks-40)

Q.No. 9 Define

- i) Compensation Pension
- ii) Enhanced family Pension
- iii) Retiring Pension
- iv) Service Gratuity
- v) Family Pension to Twin Children

(Marks 5*3=15)

Please Attempt any TWO Questions out of Q. No. 10 to 12

Q.No. 10

Is The Pension Sanctioning Authority is responsible to go through the service book of the Government Employees for verification of service and emoluments and make good the omissions therein? Explain in detail the relevant provisions.

(Marks- 10)

Q.No. 11

Explain in detail relevant provisions relating to grant of Child Care Leave to male and female employees?
(Marks-10)

Q.No. 12

Explain various kinds of leaves admissible to an Government Employees? Also explain relevant Rules whether leave can be claimed as a right even if refused?

(Marks-10)

Q.No. 13 Take action in respect of the following:

(i) '.....' Means period of holidays during which employees are allowed to remain absent from duty to avail vacation. (Fill in Blank)

(ii) Whether Extraordinary leave granted to an employee on medical certificate may be commuted retrospectively into 'Leave not due'? Comment

(iii) Every Head of Department shall have a list prepared everymonths, of all employees who are due to retire within next 24 months of that date. Fill in Blank

(iv) Unless the contrary appears from the context, vacation counts as duty and not as Leave. (True/False)

(v) Who is qualified for proportionate pension? Comment

(Marks 5*1=5)

PART – C (Marks: 20)

Q.No 14 Please comment on the followings:

An employee had taken a loan for construction of house building from his GPF for Rs. 200000/- during March, 2018. The loan was to be recovered in 20 installments of Rs. 20000/- each. During March 2019 he went on Extraordinary leave for 20 days. The DDO while disbursing his salary for the month of March 2019, recovered the Installment for the month of March 2019 at full rate. The Employee requested not to deduct the Installment which was not accepted by the DDO. **(Marks : 5)**

Q.No 15

An employee who joined the department during 2002, was posted in Divisional office at Karnal and was transferred to Panchkula at his own request. He joined his duty at Panchkula on 02.01.2010. He was again transferred to Panipat in public interest on 17.09.2013. He joined there on 20-09-2013. Again he was transferred in public interest to Hissar where he joined his duty on 22-04-2017. He applied for GPF

advance during May 2017, which was rejected by the CAO. During checking his GPF statement and subscriptions it was found that he did not subscribed to his GPF account since 02-01-2010 for the reasons that his LPC was not received from his Karnal office but his pay was being fully disbursed by the respective DDO's.

(Marks : 5)

Q.No 16

(a) Who made the Conduct Rules? On whom these are applicable? Who has the power to amend these Rules?

(Marks : 5)

(b) Explain the term 'Punishment'. Has the employee any right to appeal for the punishment imposed on him. Who is competent to amend these Rules?

(Marks : 5)