



**Pakistan Institute  
of Public Finance Accountants**

# **Model Solutions**

**Civil Service Rules and  
Allied Rules (Application)**

**CGA | Treasury**

**Summer Exam-2024**

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## Summer Exam-2024

### Civil Service Rules and Allied Rules (Application)

- Q.1.** 06 days. For preparation.  
01 day. For journey of 400 KMs.

Date	17 <sup>th</sup> of Dec.	18 <sup>th</sup> of Dec.	19 <sup>th</sup> of Dec.	20 <sup>th</sup> of Dec.	21 <sup>st</sup> of Dec.	22 <sup>nd</sup> of Dec.	23 <sup>rd</sup> of Dec.	24 <sup>th</sup> of Dec.	25 <sup>th</sup> of Dec.	26 <sup>th</sup> of Dec.
Day	Sun	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Mon	Tues
Calculation of Joining Time.	Nil	1 <sup>st</sup> day	2 <sup>nd</sup> day	3 <sup>rd</sup> day	4 <sup>th</sup> day	5 <sup>th</sup> day	6 <sup>th</sup> day	Nil	7 <sup>th</sup> day	Date & day of assuming charge.

- Q.2.** Where a post falls vacant as a result of deputation, posting outside cadre, leave, suspension or appointment on acting-charge basis of the (regular) incumbent or is reserved under the rules to be filled by transfer, if none is available for transfer, the appointing authority may make appointment by promotion against such post on officiating basis:

Provided that a post reserved for regular promotion, on deferment of a civil servant due to any reason, may be filled by promotion on officiating basis.

- (ii) No person shall be promoted on officiating basis unless he possesses the qualifications and experience prescribed for the post and his promotion as such is approved by the chairman of the appropriate selection authority.
- (iii) An officiating promotion shall not confer any right of promotion on regular basis but shall be liable to be terminated as soon as a person becomes available for promotion on regular basis.
- (iv) Officiating promotion shall be made on the same terms and conditions as to pay as are prescribed for regular appointment by promotion.

**Q.3. ON TRANSFER**

- Travelled from Lahore residence to Multan residence.  
By Taxi (350 K.M. X 15/-). Rs.5250/-
- Transfer Grant. (One month basic pay) Rs. 133560/-
- Luggage charges from Rawalpindi to Lahore.  
(350 k.m.x 4500 x 0.03) Rs.47,250/-
- SUB-TOTAL.** **Rs.186060/-**

**ON RETIREMENT.**

- Taxi Charges from Multan Residence to Railway Station.  
(25 K.M. X Rs.15/-) Rs.375 /-
- Travelled from Multan to Peshawar Railway Station  
By Train. (02+ .50+.50=03XR Rs.8050/- each). Rs.24,150/-
- Grant of One month basic pay on retirement. Rs. 142080/-
- Luggage charges from Rawalpindi to Lahore.  
(598 k.m.x 4500 x 0.03) Rs.80,730/-
- Taxi Charges from Peshawar Railway Station to his residence.  
(20K.M. X Rs.15/-) Rs.300/-
- SUB-TOTAL.** **Rs.247635/-**



## Summer Exam-2024

### Civil Service Rules and Allied Rules (Application)

Q.4.

#### LEAVE ACCOUNT

PERIOD	Leave Earned Month Days	Leave Availed Days.	Balance.
10.05.1988 to 16.05.1995. (Duty)	08+84=92x4= 368days	Nil	368 Days
17.05.1995 to 31.05.1995. (LFP)	Nil	15 days LFP debited as Paternity leave was not allowed at that time.	353 Days
01.06.1995 to 30.06.1999. (Duty)	07+42=49x4= 196 days	Nil	549 Days
01.07.1999 to 14.01.2003 (Duty SNGPL)	Nil	Nil	549 Days
15.01.2003 to 14.05.2003 (LFP)	Nil	Nil (SNGPL Period not debited).	549 Days
15.05.2003 to 30.06.2003. (Duty)	Nil	Nil	549
01.07.2003 to 14.04.2010. (Duty)	06+75=81x4= 324 days.	Nil	873 Days
15.04.2010 to 13.06.2010 (EOL)	Nil	60 days EOL, no debit.	873 Days
14.06.2010 to 31.12.2011 (Duty)	07+12=19x04= 76 days.	Nil	949 Days.
01.01.2012 to 28.06.2013 (S/Leave)	Nil	No debit	949 Days
29.06.2013 to 14.05.2019 (Duty)	06+65=71x04= 284 Days.	Nil	1233 Days
15.05.2019 to 11.09.2019 (LFP)	Nil	120 days LFP	1113 Days
12.09.2019 to 04.01.2020 (Duty)	03+00=03x4= 12 days.	Nil	1125 Days
05.01.2020 to 19.12.2023 (Covid)	Nil	15 days leave treated Quarantine Leave hence not debited.	1125 Days
20.12.2020 to 31.12.2023 (Duty)	36x04=144 days	Nil	1269 Days
<b>TOTAL LEAVE AT HIS CREDIT AS ON 31.12.2023.</b>			<b>1269 DAYS</b>

Q.5.

- The First appointment includes the appointment of a person not at the time holding any appointment under Government, even though he may have previously held such an appointment.
- Presumptive pay of a post, when used with reference to any particular Government servant, means the pay to which he would be entitled if he held the post substantively and were performing its duties; but it does not include special pay unless the Government servant performs or discharges the work of responsibility, or is exposed to the unhealthy conditions, in consideration of which the special pay was sanctioned.
- The “**Functional Unit**” means a group of posts or a part of such group sanctioned as a separate unit in or under a department;
- No pension shall be admissible to a civil servant who is dismissed or removed from service for reasons of discipline but Government may sanction compassionate allowance to such a servant, not exceeding two-thirds of the pension or gratuity, which would have been admissible to him if he had been by bodily or mental infirmity incapacitated for further service on the date of such dismissal or removal.

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