

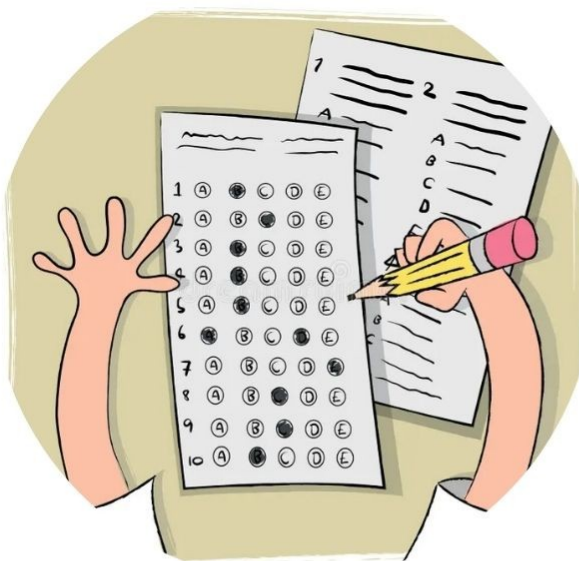
MCQ PRACTICE

950+

PAPER III (OBJECTIVE)

IPO EXAM 2025

**"SHARPEN YOUR SKILLS WITH TARGETED
MCQ PRACTICE"**



Success Tips for Inspector of Post MCQ-Based Exam

Dear Aspirants,

Congratulations on taking the first step towards becoming an Inspector of Post! Achieving this goal requires determination, discipline, and the right strategy. Here are some key tips to keep you on track and motivated during your MCQ-based exam preparation:

1. Practice Daily

Consistency is key. Set aside time each day to practice MCQs and mock tests. Like physical fitness, your mental agility improves with daily training. Small, consistent efforts will enhance your speed and accuracy over time.

2. Stay Consistent

It's better to study a little each day than cramming at the last minute. Regular practice helps you retain information, reduces stress, and builds confidence for exam day.

3. Balance Objective and Subjective Practice

While MCQs are important, don't neglect subjective practice. Objective questions improve speed, while subjective ones deepen understanding. A balance of both prepares you for every aspect of the exam.

4. Stay Positive and Focused

Believe in yourself! There will be tough days, but challenges are opportunities to grow. Keep your goal in mind, stay focused, and maintain a positive mindset to stay motivated.

5. Track Your Progress

Monitor your performance and identify areas for improvement. Celebrate small wins along the way to stay encouraged and ensure continuous improvement.

Final Thoughts

Remember, success follows dedication and love for learning. Stay consistent, positive, and focused, and you'll achieve your goal of becoming an Inspector of Post.

Best of luck on your journey!

Warm regards,
Postal Adda

IPO EXAM PAPER 03 OBJECTIVE		
S. NO.	TOPIC	NO OF MCQ
1	Postal Manual Volume II	50
2	Postal Manual Volume III	80
3	Postal Manual Volume VIII	70
4	CCS (Conduct Rules) 1964	50
5	CCS (CCA) Rules, 1965	47
6	CCS (Temporary Service) Rules, 1965	20
7	GDS (Conduct and Engagement) Rules, 2011	64
8	Brochure on Casual Laborers and instructions on Casual Laborer issued by DoP&T from time to time.	20
9	Constitution of India	200
10	Code of Civil Procedure 1908	20
11	The Code of Criminal Procedure 1973	25
12	The Indian Evidence Act, 1872	45
13	The Indian Penal Code, 1860	65
14	Instructions issued by Directorate and DoP&T on maintenance of APAR	38
15	Central Administrative Tribunal Act, 1985	54
16	Revenue Recovery Act, 1890	20
17	Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013	60
18	Prevention of Corruption Act, 1988	40
		968

We apologize if there are any errors in the MCQ practice notes. Please inform us, and you could receive exciting rewards!

Volume-II Paper 3

1. What is a petition as per the Postal Manual?

- a) A formal request for change
- b) A representation, not an appeal
- c) An appeal to a higher authority
- d) A complaint against a superior authority

2. Petitions should be submitted:

- a) Directly to the higher authority
- b) Through the proper channel
- c) Only in English
- d) Without any documentation

3. Joint petitions are:

- a) Acceptable under all circumstances
- b) Inadmissible
- c) Allowed if they concern different personal matters
- d) Only allowed for service-related matters

4. When submitting a petition, it must:

- a) Be vague and open-ended
- b) Be clear, concise, and respectful
- c) Be written in a formal, legal language
- d) Avoid any specific request

5. Petitions against the order of an Inspector must be submitted through:

- a) The Head of the Circle
- b) The Superintendent
- c) The Director of Postal Services
- d) The Director General

6. If dissatisfied with a Superintendent's decision, a petition can be made to:

- a) The Inspector
- b) The Director General
- c) The Director of Postal Services
- d) The Head of the Circle

7. Petitions against the Director of Postal Services must be submitted through:

- a) The Superintendent
- b) The Head of the Circle
- c) The Director General
- d) The President

8. Petitions submitted directly to higher authorities, bypassing the proper channel, will be:

- a) Processed immediately
- b) Filed without notice
- c) Automatically accepted
- d) Escalated to the highest authority

9. When forwarding petitions, the officer receiving it must:

- a) Ignore the petition if not relevant
- b) Provide a full report and relevant documents
- c) Reject petitions without investigation
- d) Submit it directly to the higher authority without any report

10. Petitions to higher authorities should be submitted within:

- a) One year

- b) Six months
- c) Three months
- d) One month

11. Petitions against orders of authorities subordinate to the Director General should be submitted to:

- a) The Director General
- b) The Head of the Circle
- c) The President
- d) The Director of Postal Services

12. Which of the following is an exception to the petition submission rule?

- a) Petitions under the CCS (CCA) Rules, 1965
- b) Petitions against a lower authority's decision
- c) Petitions on personal matters
- d) Petitions related to postal operations

13. If a petition is submitted more than six months after an order is communicated, it will be:

- a) Accepted with delay
- b) Rejected without investigation
- c) Sent for further review
- d) Escalated to a higher authority

14. Under which situation can petitions be withheld?

- a) When the petition is against a departmental policy
- b) When the petition concerns voluntary resignation
- c) When the petition involves a personal matter

- d) When the petition concerns postal services

15. A petition regarding a transfer request can be withheld if:

- a) The transfer is at a regular interval
- b) The transfer request is in the interest of service
- c) The transfer request is for a major role change
- d) The transfer request is for a personal convenience

16. A petition that does not provide new facts after a previous decision can be:

- a) Accepted
- b) Withheld
- c) Automatically rejected
- d) Sent to a third-party arbitrator

17. If a petition regarding voluntary resignation is submitted, it can be:

- a) Accepted
- b) Withheld
- c) Forwarded to the President
- d) Escalated to the Director General

18. Petitions regarding employment candidates or temporary staff who are found unfit for permanent employment can be:

- a) Accepted after review
- b) Withheld
- c) Forwarded to the President
- d) Automatically processed for employment

19. The Head of a Circle must submit a quarterly list of withheld petitions to:

- a) The Superintendent
- b) The Director General
- c) The President
- d) The Director of Postal Services

20. Petitions addressed to the President must be forwarded by:

- a) The Director General
- b) The Head of the Circle
- c) The Superintendent
- d) The local authority

21. Civil suits against the Department should only be instituted after:

- a) Legal advice has been obtained
- b) The official is informed
- c) The case has been reviewed by the Director General
- d) The petition has been rejected

22. When an individual is prosecuted for an offence under the Indian Penal Code, the maximum number of charges for the same kind of offence that can be tried together is:

- a) One
- b) Two
- c) Three
- d) Four

23. Funeral expenses for departmental employees who die on duty should be debited to:

- a) The employee's personal account
- b) The Contingent Grant of the concerned office
- c) The head office budget
- d) The state welfare fund

24. Which of the following is considered a criminal offence under the Indian Post Office Act?

- a) Using a previously used postage stamp without obliteration marks
- b) Using service stamps for private purposes
- c) Using forged postage stamps
- d) Affixing postage stamps on private letters

25. Postage stamps that are defaced, obliterated, or marked are:

- a) Accepted for postage payment
- b) Not recognized for postage payment
- c) Accepted only for registered articles
- d) Accepted with a penalty

26. Which section of the Indian Penal Code deals with counterfeiting a government stamp?

- a) Section 255
- b) Section 260
- c) Section 263A
- d) Section 262

27. Service stamps that have the word "Service" removed:

- a) Are not criminal offences
- b) Are punishable under Section 255 & 260
- c) Are permissible for use in government offices
- d) Can be used without penalty

28. What action should be taken if a suspicious stamp is detected at a District Headquarters Post Office?

- a) Detain the article and report to the Magistrate
- b) Return the article to the sender
- c) Report the matter to the Director General
- d) Forward the article to the Head of the Circle

29. If a suspicious stamp is detected at a non-District Headquarters Post/Telegraph Office, it should be:

- a) Delivered after a brief investigation
- b) Sent to the District Headquarters Post Office
- c) Returned to the sender
- d) Forwarded to the Director General

30. When a suspicious stamp is detected at a Post/Telegraph Office, what information should be recorded?

- a) The sender's address
- b) The name and address of the person presenting the article
- c) The reason for detaining the article
- d) The type of stamp used

31. What should be done if a foreign mail article with suspicious stamps is detected?

- a) Return it to the sender with a penalty
- b) Process it with a special note in Form C-10
- c) Reject it and inform the sender
- d) Pass it through without investigation

32. What action should be taken when a poster presents a suspicious postage stamp?

- a) Automatically charge them with fraud
- b) Give them a chance to prove they purchased the stamp legitimately
- c) Seize their personal documents
- d) Reject their article immediately

33. Which office is responsible for handling counterfeit coins in India?

- a) Reserve Bank of India
- b) Treasury office
- c) State Bank of India
- d) Head Post office

34. The procedure for handling suspected forged currency notes involves sending the note to:

- a) The local Post Office
- b) The nearest Currency or Treasury Office
- c) The Reserve Bank of India
- d) The Director General

35. What should a postmaster do if a counterfeit coin is presented over the counter?

- a) Return the coin to the sender
- b) Report it to the police
- c) Collect personal details of the presenter and send it for examination
- d) Retain the coin without reporting

36. Which of the following is an authorized body to impound forged currency notes?

- a) State Bank of India
- b) Reserve Bank of India
- c) Treasury Officers
- d) The Police

37. What action should be taken if a counterfeit coin is suspected in a non-presidency post office?

- a) Send the coin to the Reserve Bank of India
- b) Send the coin to the nearest SBI branch
- c) Follow the procedure for forged notes and provide suitable acknowledgment
- d) Return the coin to the presenter immediately

38. How should a postmaster handle forged currency notes suspected to be counterfeit?

- a) Accept them for postage
- b) Issue a receipt and send the notes for examination
- c) Return them to the sender without notice
- d) Report directly to the police without

acknowledging the sender

39. If a coin is suspected to be counterfeit at the District Headquarters, it should be:

- a) Sent to the Reserve Bank of India for examination
- b) Returned to the sender
- c) Handed over to a treasury office for evaluation
- d) Kept in a secure location until further notice

40. What should be done if a foreign mail article fails to comply with delivery requirements?

- a) It should be delivered after a delay
- b) The article should be reported to the Head of the Circle
- c) The article should be returned to the sender
- d) The article should be held without further action

41. How are spoiled or defaced postage stamps treated?

- a) They are ignored for postage payment
- b) They are revalidated after review
- c) They are processed like regular stamps
- d) They are forwarded to higher authorities for approval

42. What should be done if a post office receives a stamp with a perforated identification mark?

- a) The stamp is automatically rejected
- b) The stamp is still acceptable for

postage

- c) The stamp is invalid for use in any department
- d) The stamp is forwarded to the police

43. Embossed stamps with minor damage, such as a slight tear, are:

- a) Not accepted
- b) Treated on a case-by-case basis
- c) Automatically invalid
- d) Accepted with a fine

44. What action should be taken if a postal article contains a defaced or spoiled stamp?

- a) The article is forwarded without any further action
- b) A remark is written explaining the stamp issue
- c) The article is discarded immediately
- d) The sender is penalized

45. Embossed or impressed stamps are considered valid if:

- a) The sender's seal extends over the stamp
- b) The stamp is torn, but the tear is significant
- c) The address is partially over the stamp
- d) The stamp is still clearly visible

46. In the case of counterfeit or fraudulently defaced coins, the official must:

- a) Return the coin to the public immediately
- b) Cut or break the coin for examination
- c) Report the matter to the police

d) Send the coin to the Reserve Bank of India

47. Coins suspected of being counterfeit should be sent to:

- a) The Reserve Bank of India
- b) The nearest Post office
- c) The treasury office
- d) The local police station

48. What should be done if counterfeit coins are found in a sub-office?

- a) The official accepts liability for any counterfeit
- b) Coins are sent to the head office for normal remittance
- c) The coins are returned to the sender
- d) The coins are destroyed

49. What document must be provided with a counterfeit currency note sent to the treasury or currency office?

- a) A letter from the postmaster
- b) Duplicate of the acknowledgment
- c) Proof of postage
- d) A receipt from the post office

50. If forged or counterfeit currency notes are suspected, they should be handled by:

- a) The Reserve Bank of India
- b) The Treasury office
- c) The police
- d) The local Post Office

Answers:

1. b) A representation, not an appeal

2. b) Through the proper channel
3. b) Inadmissible
4. b) Be clear, concise, and respectful
5. b) The Superintendent
6. c) The Director of Postal Services
7. a) The Superintendent
8. b) Filed without notice
9. b) Provide a full report and relevant documents
- 10.b) Six months
- 11.a) The Director General
- 12.a) Petitions under the CCS (CCA) Rules, 1965
- 13.b) Rejected without investigation
- 14.b) Withheld
- 15.b) The transfer request is in the interest of service
- 16.b) Withheld
- 17.b) Withheld
- 18.b) Withheld
- 19.b) The Director General
- 20.b) The Head of the Circle
- 21.a) Legal advice has been obtained
- 22.c) Three
- 23.b) The Contingent Grant of the concerned office
- 24.c) Using forged postage stamps
- 25.b) Not recognized for postage payment
- 26.a) Section 255
- 27.b) Are punishable under Section 255 & 260
- 28.a) Detain the article and report to the Magistrate
- 29.b) Send the coin to the District Headquarters Post Office
- 30.b) The name and address of the person presenting the article
- 31.b) Process it with a special note in Form C-10
- 32.b) Give them a chance to prove they purchased the stamp legitimately
- 33.b) Treasury office
- 34.b) Send the note to the nearest Currency or Treasury Office
- 35.c) Collect personal details of the presenter and send it for examination
- 36.a) State Bank of India
- 37.c) Follow the procedure for forged notes and provide suitable acknowledgment
- 38.b) Issue a receipt and send the notes for examination
- 39.b) Sent to the treasury office for evaluation
- 40.b) The article should be reported to the Head of the Circle
- 41.b) They are ignored for postage payment
- 42.b) The stamp is still acceptable for postage
- 43.b) Treated on a case-by-case basis
- 44.b) A remark is written explaining the stamp issue
- 45.d) The stamp is still clearly visible
- 46.b) Cut or break the coin for examination
- 47.c) The treasury office
- 48.b) Coins are sent to the head office for normal remittance
- 49.b) Duplicate of the acknowledgment
- 50.b) The Treasury office

Volume-III

01. What is the primary purpose of the Central Civil Services (Classification, Control and Appeal) Rules, 1965 (CCS CCA Rules)?

- a) To ensure government servants are paid fairly
- b) To establish procedures for the suspension of government employees
- c) To outline the procedure for disciplinary action against government servants
- d) To provide guidelines for the promotion of government employees

02. Which stage of disciplinary proceedings involves investigating the alleged offence and gathering evidence before deciding on further action?

- a) Third Stage: Enquiry Process
- b) First Stage: Preliminary Enquiry
- c) Second Stage: Framing of Charges
- d) Fourth Stage: Review of Enquiry Officer's Report

03. What is the role of the Enquiry Officer during the disciplinary proceedings?

- a) To represent the accused in the case
- b) To decide on the penalty after the enquiry
- c) To conduct the enquiry and assess the evidence
- d) To assist the presenting officer in gathering evidence

04. Which of the following is true regarding major penalties under CCS CCA Rules?

- a) Major penalties do not require a formal enquiry
- b) A formal enquiry is mandatory before imposing major penalties
- c) Major penalties can be imposed without any investigation
- d) Major penalties are decided by the Union Public Service Commission (UPSC) only

05. What happens if the accused does not attend the enquiry or fails to defend themselves?

- a) The enquiry is canceled
- b) The disciplinary authority may proceed with an ex-parte enquiry
- c) The accused is automatically acquitted
- d) A new enquiry must be conducted later

06. Under which rule is it specified that a government servant is entitled to subsistence allowance during suspension?

- a) Rule 18
- b) Rule 25
- c) Rule 33
- d) Rule 17

07. What must the disciplinary authority do before imposing a penalty based on the enquiry report?

- a) Consult the Union Public Service Commission (UPSC) for advice
- b) Obtain approval from the Ministry of Finance

- c) Record a decision without any further consultation
- d) Report the findings to the Central Vigilance Commission (CVC)

08. What is a government servant's right during disciplinary proceedings as per Rule 14 of the CCS CCA Rules?

- a) To remain silent throughout the enquiry
- b) To receive a copy of the charge sheet after the enquiry
- c) To submit a defense and present evidence
- d) To resign at any point during the process

09. What is the maximum period a government servant can remain suspended without a review under Rule 17?

- a) 12 months
- b) 6 months
- c) 3 months
- d) 2 years

10. In which circumstance can the suspension of a government servant be revoked according to Rule 23?

- a) At any time, if the issuing authority deems necessary
- b) Only after a successful appeal
- c) Only if the employee has been convicted of the offence
- d) After the submission of the defense by the accused

11. What does Rule 41 specify regarding the remittance of

subsistence allowance for non-gazetted officials?

- a) It must be paid through bank transfer
- b) It may be received through service money orders
- c) It can only be paid in cash
- d) It must be paid through postal orders

12. According to Rule 42, which of the following is true regarding departmental examinations for suspended officials?

- a) Suspended officials are not allowed to appear in departmental examinations
- b) Suspended officials may be admitted to departmental exams if they meet all other conditions
- c) Suspended officials must wait for the completion of the disciplinary proceedings to appear in exams
- d) Suspended officials automatically qualify for departmental examinations

13. Under Rule 43, who is authorized to impose penalties on members of the Central Services?

- a) The President
- b) The Secretary of the Ministry
- c) The Union Public Service Commission
- d) The appointing authority only

14. Rule 44 specifies that the CCS (CCA) Rules do not apply to which of the following groups?

- a) Government servants on probation
- b) Industrial workers and certain excluded groups
- c) Retired government officials

d) Government servants in Group A services

15. What is the primary function of the disciplinary authority under Rule 45?

- a) To investigate the criminal offenses of employees
- b) To decide the penalty based on the prescribed procedures
- c) To direct the imposition of penalties by the higher authority
- d) To only recommend disciplinary action without any authority to impose penalties

16. According to Rule 46, which group of employees is governed by the appointing authority at the time of their absorption?

- a) Ex-state employees absorbed into the Postal Department
- b) Temporary employees in government service
- c) Employees transferred from other ministries
- d) Part-time government servants

17. Rule 50 allows which authority to act as both the investigating officer and the disciplinary authority?

- a) The Union Public Service Commission
- b) The President
- c) The authority conducting the preliminary enquiry
- d) The senior-most official in the department

18. Under Rule 52, disciplinary proceedings can be initiated even if misconduct occurred when the person was not a Government servant. Which scenario is given as an example?

- a) Misappropriation during probation
- b) Misconduct during employment as an Extra Departmental Agent
- c) Theft while on leave
- d) Offense committed after retirement

19. Rule 54 stipulates that in cases involving multiple government servants, who will conduct the departmental proceedings?

- a) The disciplinary authority with the lowest rank
- b) A neutral third-party authority
- c) A higher-ranking authority
- d) Each disciplinary authority separately

20. According to Rule 58, which type of criminal offenses can be included in departmental proceedings?

- a) Bribery, murder, and corruption
- b) Minor offenses not related to departmental rules
- c) Misappropriation, defalcation, and theft of materials
- d) Crimes outside of Indian Penal Code jurisdiction

21. What action should the disciplinary authority take when an employee is absent without permission under Rule 63?

- a) Allow the employee to rejoin without consequence
- b) Initiate disciplinary proceedings under

Rule 14 of CCS (CCA) Rules

- c) Suspend the employee immediately without an enquiry
- d) Automatically dismiss the employee without an enquiry

22. What does Rule 66 specify regarding transfers during disciplinary proceedings?

- a) Employees must be transferred immediately during the investigation
- b) Transfers within the jurisdiction of the same authority are permissible
- c) Transfers outside the jurisdiction are allowed without restriction
- d) Disciplinary authority must approve all transfers during investigations

23. According to Rule 67, how should laxity by supervisory officers be treated?

- a) As a minor issue, without requiring disciplinary action
- b) With the same seriousness as negligence by the operative staff
- c) As a matter of routine administration
- d) As a disciplinary issue only if fraud is proven

24. Rule 68 indicates that disciplinary action against supervisory officers for loss to the government can proceed based on what?

- a) The final court judgment
- b) The total amount of the loss
- c) Pending recoveries from the employee
- d) The amount recovered after the punishment

25. Rule 69 emphasizes the importance of what before initiating disciplinary action?

- a) Verification of facts from the original records
- b) Immediate suspension of the employee
- c) Review of the employee's promotion history
- d) Transfer of the employee to another department

26. According to Rule 70, in which languages should a chargesheet be issued to the delinquent official?

- a) Only in Hindi
- b) Only in English
- c) In either English or Hindi
- d) In the regional language of the official

27. What is the rule regarding disciplinary proceedings if the official is on medical leave, as per Rule 71?

- a) Disciplinary proceedings continue as normal
- b) Disciplinary proceedings are paused until the official resumes duty
- c) Disciplinary proceedings continue with a reduced punishment
- d) Disciplinary proceedings must be paused, as recommended by an authorized medical practitioner

28. Under Rule 72, when can an accused officer request an inspection of documents?

- a) After the formal enquiry has been completed
- b) Before the formal enquiry begins, but

not after the written statement has been filed

- c) Only during the final stages of the enquiry
- d) Only after the disciplinary authority decides to take action

29. According to Rule 74, when can the disciplinary authority deny the accused access to certain official records?

- a) When the records are not part of the departmental files
- b) If the records are deemed irrelevant to the case or against public interest
- c) If the records are confidential and not related to the case
- d) When the records are too old

30. Rule 76 allows the accused officer to inspect the statements of witnesses. Which statements are they allowed to inspect?

- a) All witness statements from the enquiry
- b) Only statements of witnesses who will testify during formal enquiries
- c) Only statements of witnesses who are government servants
- d) Only the statements that support the accused's defense

31. Under Rule 78, who is entitled to traveling allowance (T.A.) for attending a departmental enquiry?

- a) Only the accused official
- b) Only witnesses from outside the department
- c) An official on duty, leave, or suspension

d) The Enquiry Officer and Presenting Officer

32. What happens to disciplinary proceedings if the accused official dies, as stated in Rule 79?

- a) Proceedings continue with a posthumous decision
- b) Proceedings end immediately, and no further action is taken
- c) The proceedings are paused and reassessed
- d) Proceedings are transferred to the family of the deceased

33. According to Rule 85, what is the key requirement for an enquiry officer?

- a) The enquiry officer must be senior to the accused
- b) The enquiry officer must be disinterested and unbiased
- c) The enquiry officer must be from a different department
- d) The enquiry officer must be a legal expert

34. As per Rule 86, who can be appointed as an enquiry officer?

- a) An officer from a completely different department
- b) An officer from the same department as the accused
- c) Only officers from state governments
- d) Only senior officers from the same department

35. Rule 87 specifies that an official who is a witness in the case should not be appointed as which of the following?

- a) Presenting Officer
- b) Enquiry Officer
- c) Both Presenting Officer and Enquiry Officer
- d) Any kind of administrative officer

36. Under Rule 88, who can assist a government servant during a departmental enquiry?

- a) Only current government employees
- b) Another government servant or a retired government servant
- c) Only senior officers in the department
- d) Any external legal expert

37. Rule 89 specifies that certain documents must be forwarded to the Enquiry Officer. Which of the following is NOT one of the required documents?

- a) Articles of charge and statement of misconduct
- b) Written statement of defense by the accused
- c) Medical records of the accused
- d) Witness statements

38. What does Rule 90 say regarding the inspection of documents?

- a) The accused officer can inspect documents only when the enquiry is complete
- b) The accused officer must inspect documents in the presence of a responsible officer

- c) The accused officer can inspect documents without any restrictions
- d) Documents are to be inspected after the enquiry

39. According to Rule 91, what can the enquiry authority do in disciplinary proceedings?

- a) Requisition public records and summon witnesses on oath
- b) Limit the evidence to statements from the accused only
- c) Ask for the accused's personal records but not public records
- d) Avoid summoning witnesses to keep the proceedings swift

40. Rule 93 requires that copies of witness statements be supplied to the accused. Under what condition should these copies be provided?

- a) Only if the accused requests them before the enquiry begins
- b) If the accused requests copies of the oral statements before making their statement
- c) If the accused asks for them during the enquiry
- d) Copies are always supplied, regardless of the accused's request

41. According to Rule 94, if the accused fails to attend or refuses to participate in the enquiry, what must be supplied to the officer?

- a) Only the chargesheet
- b) Copies of all oral or documentary evidence presented during the enquiry
- c) A summary of the enquiry

proceedings
d) None of the above

42. As per Rule 95, who is entitled to T.A. (Traveling Allowance) for attending a departmental enquiry?

- a) Only central government employees
- b) Only the accused and their assistants
- c) All persons summoned to give evidence in a departmental enquiry
- d) Only witnesses from outside the department

43. What does Rule 100 specify about imposing minor penalties after an enquiry?

- a) Minor penalties can be imposed without an enquiry
- b) Minor penalties can be imposed after a preliminary enquiry only
- c) A formal enquiry must be held before deciding on minor penalties
- d) Minor penalties are decided by the enquiry officer without the need for a formal enquiry

44. As per Rule 102, when does the penalty of withholding an increment take effect?

- a) Immediately upon the punishment order
- b) From the date the increment is due after the punishment order
- c) Retroactively, from the date of the misconduct
- d) The penalty takes effect from the date of the formal enquiry

45. Rule 103 specifies that an officer can be reduced to a lower post as a

penalty. What must the disciplinary authority consider?

- a) The officer's willingness to accept the penalty
- b) Whether the reduction will hinder the officer's ability to perform duties effectively
- c) The severity of the misconduct alone
- d) The officer's previous record in service

46. What does Rule 106 state about the penalty of recovery?

- a) Recovery can only be imposed if the loss is due to a deliberate act of misconduct
- b) Recovery can be imposed if the officer is responsible for a negligent act or breach of orders
- c) Recovery is imposed for any misconduct, regardless of negligence
- d) Recovery is not allowed unless the officer is convicted in a court of law

47. Under Rule 109, if a government servant retires before full recovery is made, what action should be taken?

- a) Recovery should be waived immediately
- b) The outstanding amount should be adjusted against the officer's pension
- c) The case should be referred to the Directorate for action under Article 351-A, C.S.Rs
- d) The outstanding amount must be waived if the officer retires

48. Rule 111 states that if the loss to the government is found to be less

than initially calculated, what should the disciplinary authority do?

- a) The penalty should be increased
- b) The case should be reviewed and the penalty adjusted accordingly
- c) The case should be closed without any action
- d) The officer should be penalized with a warning

49. Which of the following statements is true regarding Rule 112 on punishment orders?

- a) A punishment order can only be passed after an appeal is decided.
- b) A punishment order can be passed immediately upon conviction if the government servant is convicted while in service.
- c) The government servant must be given an opportunity to defend only if convicted before joining service.
- d) Punishment orders can only be passed if the conviction involves imprisonment.

50. Under Rule 113, a conviction under which of the following is treated as a criminal charge for disciplinary action?

- a) Section 39(e) of the Army Act, 1950.
- b) Section 120B of the Indian Penal Code.
- c) Section 420 of the Indian Penal Code.
- d) Section 324 of the Indian Penal Code.

51. Under Rule 115, if a government servant is convicted under the Probation of Offender's Act, 1958, they:

- a) Cannot be punished under Rule 19(i)

of the CCS (CCA) Rules, 1965.

- b) May still be punished under Rule 19(i) of the CCS (CCA) Rules, 1965.
- c) Must be acquitted from service immediately.
- d) Will be suspended until the appeal process is completed.

52. Which rule states that the disciplinary authority can issue punishment orders immediately if no appeal is pending?

- a) Rule 112.
- b) Rule 116.
- c) Rule 118.
- d) Rule 115.

53. What action must be taken if a conviction is set aside on appeal and the government servant is acquitted, according to Rule 117?

- a) The punishment order should be automatically set aside.
- b) The official should be reinstated immediately with all rights and allowances.
- c) A formal order should be issued, setting aside the punishment and initiating a departmental enquiry.
- d) The official will continue to serve under suspension without pay until further notice.

54. According to Rule 118, a dismissal from military service does not automatically lead to dismissal from:

- a) The government department in which the official works.
- b) The post of a public servant.
- c) A civil post.
- d) The civilian staff employed in the

military.

55. What is the main difference between removal and dismissal as described in Rule 119?

- a) Dismissal prevents reemployment in any government service, while removal does not.
- b) Removal bars reemployment, while dismissal allows reemployment.
- c) Removal and dismissal have no impact on future reemployment.
- d) There is no distinction between removal and dismissal.

56. According to Rule 122, how long does a government servant have to file an appeal?

- a) 30 days.
- b) 60 days.
- c) 45 days.
- d) 90 days.

57. Which of the following is NOT required when filing an appeal according to Rule 122-A?

- a) Copies of relevant documents from the appellant.
- b) Confidential records and service book of the appellant.
- c) English translation of documents in any regional language.
- d) A self-contained appeal.

58. According to Rule 123, can an official withdraw their appeal?

- a) No, once filed, the appeal cannot be withdrawn.
- b) Yes, but only after the appellate authority disposes of the case.

c) Yes, but the appellate authority can still review the case under its review powers.

d) No, unless the appellate authority agrees to withdraw the appeal.

59. Under Rule 125, what must be done before enhancing a penalty during an appeal or review process?

- a) The appellant must provide a defense for the new penalty.
- b) A fresh show-cause notice must be issued to the accused before enhancing the penalty.
- c) The original punishment must be reviewed first.
- d) No show-cause notice is needed.

60. According to Rule 126, what happens when an appellate authority remits a case for a de-novo trial?

- a) The case is automatically considered concluded with the original decision upheld.
- b) The original chargesheet is quashed unless the re-trial stage is specified.
- c) The appellate authority replaces the punishment order with a new penalty.
- d) The disciplinary authority issues a fresh chargesheet with additional charges.

61. Under Rule 129, what happens if an appellate order replacing the punishment order is set aside due to procedural defects?

- a) The original punishment order remains valid.
- b) The original punishment order is quashed, and de-novo proceedings must

be initiated.

- c) The case is remitted back to the disciplinary authority without any new proceedings.
- d) The official must receive full pay and allowances during the suspension period.

62. According to Rule 130, which of the following is true regarding the limitations of the punishing authority?

- a) The punishing authority can revise its own orders under any circumstance.
- b) The punishing authority cannot revise or cancel its own orders unless specified.
- c) The punishing authority can revise its orders only when appealed by the accused.
- d) The punishing authority must consult the appellate authority before revising its orders.

63. What can the punishing authority do if an order is inoperative under Rule 130?

- a) Revise or cancel the order.
- b) Refer the case to the appellate authority for further action.
- c) Automatically remove the official from service.
- d) Suspend the official for a specified period.

64. Under Rule 131, does a higher authority's direction to suspend an official affect their role as an appellate authority?

- a) Yes, the higher authority can no longer act as the appellate authority.
- b) No, the higher authority can still act as the appellate authority.
- c) Yes, the higher authority must transfer

the case to another authority.

- d) No, the higher authority can only review the case, not act as the appellate authority.

65. According to Rule 136, what happens if disciplinary proceedings are initiated during service and the government servant retires?

- a) Disciplinary proceedings continue under Article 351-A of C.S.R. after retirement.
- b) Disciplinary proceedings are automatically canceled upon retirement.
- c) The retired official is exempted from any disciplinary proceedings.
- d) The official's pension is immediately withheld during proceedings.

66. What must happen when a government servant vacates a post due to a reduction in grade or time scale, according to Rule 139?

- a) The post can be filled within six months.
- b) The post should not be filled substantively for one year.
- c) The post must be filled within three months.
- d) The post should not be filled unless the reduced official is reinstated.

67. Under Rule 140, when is a supernumerary post created for an employee reduced in grade?

- a) When no permanent post is available in the lower grade.
- b) When the employee has completed two years in the lower grade.
- c) When the employee is under suspension.