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[முழுப் பதிப்புரிமையுடையது]

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Efficiency Bar Examination for Officers in Grade III of
Sri Lanka Technological Service - 2017-II (2019)

(02) Financial Regulations

Two hours

● Answer five questions only.

1. (i) Mention what is meant by 'Consolidated Fund'. (02 marks)
(ii) Mention the **two** main categories of provisions for expenditure from the Consolidated Fund. (02 marks)
(iii) Briefly describe how an advance is obtained from the Contingency Fund. (06 marks)
(iv) Mention the stages of planning a project. (10 marks)
2. (i) Mention the facts included in the 'Detailed staff schedule'. (05 marks)
(ii) Mention the Funding sources used in preparing Annual Estimates. (05 marks)
(iii) Mention **five** facts that an Accounting Officer should consider when preparing Annual Estimates of Expenditure. (10 marks)
3. (i) Mention the stages of delegation of Revenue by an Accounting officer. (04 marks)
(ii) Explain the difference between Chief Accounting officer and the Accounting officer. (04 marks)
(iii) Mention **six** facts that Revenue Accounting officer should be responsible over Government Revenue. (12 marks)
4. (i) Briefly mention the objectives of establishing an Internal Audit Unit. (06 marks)
(ii) Mention **seven** facts that a Revenue collecting officer should be responsible to his Accounting officer. (14 marks)
5. (i) Mention **five** facts that Treasury perform in order to maintain a system of financial Administration that is satisfying in all aspects specially with regard to accounting and security. (10 marks)
(ii) Mention **five** facts that a Secretary to a Ministry is responsible to the Minister of Finance with respect to Financial Administration. (10 marks)
6. (i) Mention the stages of delegation of functions with respect to Expenditure. (04 marks)
(ii) Briefly describe the facts that should be considered by the certifying officer when certification of vouchers. (16 marks)
7. Write short notes on **four** of the following.
(i) Virement Procedure
(ii) Special Statutory Fund
(iii) Units of Budgetary Classification
(iv) Acquisition of Land and Buildings
(iv) Planning Unit

(05×4=20 marks)

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Efficiency Bar Examination for Officers in Grade III of
Sri Lanka Technological Service – 2017 – II (2019)

(01) Establishments Code and Procedural Rules
of the Public Service Commission

Answer five questions only including question No. 01.

Two hours

1. Write short notes on the following topics.
 - (i) Public Officer
 - (ii) Permanent Officer
 - (iii) Casual Leave
 - (iv) Commuted Allowance
 - (v) Mutual Transfers

(04×5=20 marks)
2. (i) What are the appointments that can be made by Public Service Commission? (10 marks)
(ii) Mention the terms and conditions governing appointments. (10 marks)
3. (i) Name ten documents that should be included in the personal file of a newly appointed public officer. (10 marks)
(ii) Explain the measures to be taken by a public officer under probationary period that she/he is suitable for permanent appointment. (10 marks)
4. (i) Explain five time limits that should be considered in making overtime payment. (10 marks)
(ii) Mention five prevailing provisions on granting duty leave. (10 marks)
5. (i) Mention five criteria for selection of public officers for allocation of Government Quarters. (10 marks)
(ii) Briefly describe the conditions of tenancy regarding government quarters. (10 marks)
6. (i) Name the documents that have to be forwarded by the former head of institution to new head of institution with regard to public officer on transfer. (10 marks)
(ii) Describe five prevailing general conditions regarding Railway Warrants. (10 marks)
7. (i) Mention five provisions regarding retirement of public officers. (10 marks)
(ii) Who are not eligible for re-employment in the public service after their retirement? (10 marks)

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