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Limited Competitive Examination for Recruitment to Class III of Sri Lanka Administrative Service - 2010 (2012)
Limited Competitive Examination for Recruitment to Class III of Sri Lanka Administrative Service - 2011 (2012)

(02) Financial Regulations

Three hours

● Answer all Questions.

1. (i) Mention **two** occasions for which a fresh cheque can be issued in lieu of a stopped cheque in terms of F.R. 393. (02 marks)
- (ii) In terms of F.R. 396, what is the action to be taken if a cheque that remains uncashed for more than six months from the date of issue or revalidation and no reply to the letters sent to the payee regarding that has been received? (03 marks)
- (iii) Mention **three** types of payments which are **not** required the approval, in terms of F.R. 115. (03 marks)
- (iv) Mention **three** types of documents/details to be submitted with the Annual Appropriation Account. (03 marks)
- (v) What is the difference between the Expenditure Account and the Surcharge Account? (02 marks)
- (vi) Mention **four** duties that should be performed by a Stores Officer. (04 marks)
- (vii) Who is authorised to certify the Annual Appropriation Account? (01 mark)
- (viii) To whom the certified Appropriation Account is submitted? (01 mark)
- (ix) What is the duration the Auditor General should forward a report regarding his duties and functions within a particular financial year, according to the Constitution? (01 mark)
2. (i) Mention **two** occasions that the President can authorise to withdraw funds from the Consolidated Fund. (02 marks)
- (ii) Name **five** items included in losses/damages in terms of F.R. 102. (05 marks)
- (iii) State **five** facts that should be included in an annual imprest application. (05 marks)
- (iv) State **four** circumstances in which a Chief Accounting Officer who is a Secretary to a Ministry is authorised to deal with losses/damages, in terms of F.R. 108? (04 marks)
- (v) State **four** facts that prior authority should be obtained from the Deputy Secretary to the Treasury in terms of F.R. 71. (04 marks)
3. (i) State **four** types of document included in the Procurement documents. (04 marks)
- (ii) State **four** powers that can be executed by a Procurement Committee in connection with the procurement procedure. (04 marks)
- (iii) State **two** main functions of a Technical Evaluation Committee appointed for the procurement procedure. (02 marks)
- (iv) At the end of the procurement procedure, state **four** facts that should be declared by the Head of the Department regarding that procurement procedure. (04 marks)
- (v) Name **three** types of income which are **not** considered in estimating State Revenue. (03 marks)
- (vi) Mention **three** functions that should be performed by an internal audit unit regarding the financial operations of a department. (03 marks)

4. (i) A part of a Total Cost Estimate including some information of a certain Project to be completed on 31.12.2014 are given in the following table.

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Year	2009	2010	2011	2012	2013
Accumulate expenditure	—	720	1300	—	—
Actual expenditure	420	300	580	—	—
Estimate	500	500	600	600	600

In preparing annual estimates of 2012, state **five** details to be shown in those annual estimates, in terms of F.R. 20, using the above information. (10 marks)

- (ii) The Total Cost Estimate of a certain project is Rs. 10 million. However it seems that expenses have to be incurred exceeding the estimated amount. Therefore, what are the limits of the following officers to approve the increase of total cost estimate, in terms of F.R. 72?

- (a) Head of Department
- (b) Secretary to the Ministry
- (c) Secretary to the Treasury / Deputy Secretary to the Treasury
- (d) Cabinet of Ministers

(10 marks)

5. (i) Name **ten** types of registers/books that should be maintained in an account section of the Kachcheri?

(05 marks)

- (ii) State **four** ways of examining the entries of the cash book maintained by the shroff attached to the Kachcheri in terms of F.R. 540. (02 marks)

- (iii) As stipulated in F.R. 570, when each type of deposits is considered as lapsed deposits, state the periods separately within them, reasons can be produced for claiming. (03 marks)

- (iv) In authorisation, state **five** matters an officer who is empowered to commission supplies and services is responsible to the Accounting Officer. (05 marks)

- (v) State **five** facts included in "Control and Supervision of the Treasury." (05 marks)

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