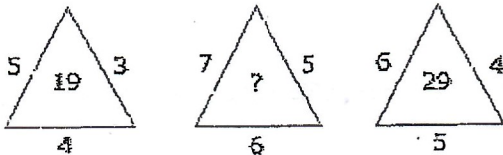


PART A

(SELECT THE SINGLE MOST APPROPRIATE ANSWER FOR EACH QUESTION AND ENTER IN THE OMR SHEET PROVIDED) (40 X 2 MARKS)

1. Which one will replace the question mark?



- A. 25
B. 37
C. 41
D. 47
2. Rahul put his timepiece on the table in such a way that at 6 P.M. hour hand points to North. in which direction the minute hand will point at 9.15 P M.?
A. South-East
B. South
C. North
D. West
3. One morning after sunrise, Suresh was standing facing a pole. The shadow of the pole fell exactly to his right. To which direction was he facing?
A. East
B. South
C. West
D. Data is inadequate
4. Find the odd man out of: 1, 4, 9, 16, 20, 35, 49
A. 1
B. 9
C. 20
D. 49
5. If you write down all the numbers from 1 to 100, then how many times do you write 3?
A. 11
B. 18
C. 20
D. 21
6. Which of the following is false with regard to the criteria that a person whose family owns or possesses any of the following assets shall be excluded from being identified as economically weaker section (EWS).
A. 5 acres of agricultural land and above
B. Residential flat at of 1000 sq ft. and above

- C. Residential plot of 100 sq. yards and above in notified municipalities
D. Residential plot of 400 sq. yards and above in areas other than the notified municipalities.
7. The last date of submission of Annual return of Assets and liabilities by Govt servant for each year under the Lokpal and Lokayuktas Act is
- A. 31st March
 - B. 30th June
 - C. 31st July
 - D. 31st December
8. The number cases to be handled by the retired officer as Inquiry officer at a time in a disciplinary proceeding should not exceed
- A. 4
 - B. 5
 - C. 6
 - D. 8
9. The medical certificate is necessary if absence due to sickness is more than _____
- A. three days
 - B. two days
 - C. four days
 - D. five days
10. For extending the reservation benefit to person with disability, the percentage of relevant disability should not be less than _____ %
- A. 20
 - B. 25
 - C. 40
 - D. 50
11. In the model reservation roster, with reference to post to be filled by direct recruitment on All India basis by open competition, the reservation for EWS-1 will fall under the Sl.No.
- A. 6
 - B. 8
 - C. 10
 - D. 12
12. The grouping of posts has to be carried out, if the total number of post in the cadre or grade is below _____
- A. 10
 - B. 13
 - C. 18
 - D. 20
13. As per rule _____ of Fundamental Rules (FR), every new entrant to government service on initial appointment is required to produce a medical certificate of fitness issued by a competent authority.
- A. 8
 - B. 10
 - C. 18

- D. 20
14. Generally, the charge sheet in the major penalty cases contains _____
- Two
 - Three
 - Four
 - Five
15. The CCS (Conduct) Rules _____ prohibits demanding of "DOWRY" by the government servant
- 12 A
 - 13-A
 - 15-B
 - 16-B
16. The opening and recording of events in his service in the service book is enumerated in the
- Supplementary rules
 - Fundamental Rules
 - Leave Rules
 - General Financial Rules
17. Which of the following is false?
- EOL granted can be commuted retrospectively in to Leave Not Due
 - If an employee remains absent from duty for a continues period exceeding five years, he shall be deemed to have resigned from the government service
 - Compensatory leave granted in lieu of duty performed on Sunday or a holiday cannot be prefixed to any leave
 - Half day CL can be combined with regular leave, if the employee has no further CL at his credit
18. An employee applies for LTC leave encashment for the LTC to be performed by his family. The LTC leave encashment is
- is not admissible, it can be granted only when the employee performs LTC.
 - is admissible either at the time of availing for himself or at the time of LTC by his family
 - is admissible only after performance of LTC by his family and subsequently by the employee
 - None of the above
19. If an officer has opted for deputation duty allowance during a deputation/ foreign service, the deputation allowance is admissible for a maximum period of
- three years
 - four years
 - five years
 - seven years
20. Expand WRIL: introduced in the 7th CPC
- Work related illness and injury leave
 - Workmen related illness and intimation leave
 - Workmen related inquiry and illness leave
 - None of the above
21. As per 7th CPC, in case of transfer to stations which are at a distance of less than 20 kms and involving a change of residence, the quantum of composite transfer grant payable will be ___ of ___% of basic pay
- 1/3 & 100
 - 1/3 & 80

- C. 1/4 & 80
- D. 1/2 & 100

22. The monthly rate of leave salary contribution payable on Foreign Service in respect of the government servants covered under CCS (Leave) rules is

- A. 11%
- B. 08%
- C. 12%
- D. 05%

23. As per CCS pension rules, the qualifying service of government have to be verified on completion of _____ years of service by the head of office.

- A. 15
- B. 18
- C. 20
- D. 25

24. The Vishaka guidelines by the Supreme Court, relates to

- A. anti-Ragging
- B. sexual harassment of women
- C. person with disability
- D. reservation for the depressed classes

25. The minimum age for claiming reimbursement of Children Education allowance is

- A. 02 years
- B. 03 years
- C. 05 years
- D. No minimum age

26. A maximum of _____ % of medical advance can be payable to a government employee for indoor treatment on the CGHS package rates.

- A. 60%
- B. 70%
- C. 80%
- D. 90%

27. The name of the Income Tax Return (ITR) Form – 1 is

- A. Saral
- B. Sahaj
- C. Sugam
- D. None of the above

28. Which account increases equity?

- A. Expenses
- B. Withdrawals
- C. Treasury Stock
- D. Revenues

29. A company has paid a rent of Rs.50,000/-, out of which Rs.10,000/- is pre-paid. In such case
- P&L account is debited with Rs.50,000/- and Rs.10,000/- is shown as current liability
 - P&L account is debited with Rs.40,000/- and Rs.10,000/- is shown as current asset
 - P&L account is debited with Rs.40,000/- and Rs.10,000/- is shown as current liability
 - P&L account is debited with Rs.50,000/- and Rs.10,000/- is shown as current asset
30. Tax deducted at source A/c appears in?
- Asset side
 - Liability side
 - Profit & Loss A/c
 - Debited to Capital A/c
31. If a company has a contingent liability, it appears in
- Balance sheet
 - Director's Report
 - Notes on accounts to Balance sheet
 - None of the above
32. Identify which is wrong rule
- Nominal account- debit all expenses & losses
 - Real account- credit what comes in
 - Nominal account- credit all incomes & gains
 - Personal account- debit the receiver
33. ABC Ltd. has provided the following information about its balance sheet:
Cash Rs.100/-, Accounts Receivable Rs.500/-, Stock holder equity Rs.700/-, Accounts Payable Rs.200/-,
Bank Loan Rs.1,000/-. Based on the information provided, how much are ABC Ltd. total liabilities?
- Rs.200/-
 - Rs.1,900/-
 - Rs.1,200/-
 - Rs.1,700/-
34. Accounting for Fixed Assets is related to
- AS 7
 - AS 14
 - AS 10
 - AS 21
35. Previous year means the financial year immediately preceding the _____.
- Accounting Year
 - Assessment Year
 - All of the above
 - None of the above
36. As per GFR 2017, while disposal of goods through advertised tender, the bid security should ordinarily collected at the rate of _____.

- A. 5%
- B. 2%
- C. 8%
- D. 10%

37. As per General Financial Rules 2017, with regard to outsourcing of non-consultancy services, for estimated value of the work or service above _____, the ministry or department should issue advertised tender enquiry.

- A. Rs.25.00 Lakhs
- B. Rs.5.00 Lakhs
- C. Rs.10.00 Lakhs
- D. Rs.2.00 Lakhs

38. As per GFR, all losses above _____ due to fraud, theft etc. should be reported to police for investigation.

- A. Rs.20,000/-
- B. Rs.50,000/-
- C. Rs.1,00,000/-
- D. Rs.5,00,000/-

39. The Government E- Market Place (GeM) has been specified in Rule _____ of GFR 2017.

- A. 134
- B. 138
- C. 144
- D. 149

40. As per General Financial Rules 2017, Performance security should be for _____% of the value of the contract.

- A. 2-10
- B. 5-10
- C. 2-5
- D. 10

PART B (2 X 10 MARKS)

(Answer length not to exceed 300 words for each question)

1. Mrs. "A" a central government employee had retired on superannuation on 30.09.2019. Her basic pay as on that date was Rs.1,80,000/. (Admissible DA 17%). She had a qualifying service of 24 years 09 months and 02 days. She had opted for full commutation as per rules. (Commutation value 8.194)

Calculate 1. Pension 2. Retirement Gratuity 3. Commutation of pension

2. The Institute wishes to establish a New Centre for Bio-Engineering at a cost of Rs. 32.00 crores. Please prepare a brief note to be included in the text of the main Agenda of the forthcoming Board of Governors meeting for its consideration. This note is to refer to a detailed Annexure that is provided in the Agenda documents, but the Annexure text itself is not to be prepared for writing this answer.

ANSWER SHEET FOR PART B (Candidate Roll Number _____)