

LIMITED DEPARTMENTAL EXAMINATION, 2017

COOPERATIVE OFFICERS

(ACCOUNT-II)

(With Books)

PAPER-IV

Time Allowed: One Hour

Maximum Marks: 50

I N S T R U C T I O N S

DO NOT OPEN THIS QUESTION BOOKLET SEAL UNTIL YOU ARE TOLD TO DO SO

1. Immediately after the commencement of the examination, you should check that this Test Booklet does not have any unprinted or torn or missing pages or items, etc. If so, get it replaced by a complete Test Booklet.
2. Write your Roll Number on the Test Booklet in the Box provided alongside.
3. This Test Booklet contains 100 items (questions). Each item comprises four responses (answers) written as **(a), (b), (c) and (d)**. You will select the response which you feel is correct and want to mark on the answer sheet.
4. You have to mark all your responses ONLY on the separate Answer Sheet provided. Also read the directions in the Answer Sheet. Fill in all the entries in the Answer Sheet correctly, failing which your Answer Sheet shall not be evaluated.
5. Count the number of questions attempted carefully and write it down in the space provided in the OMR Sheet. This has to be verified by the Invigilator before leaving.
6. After you have completed filling in all your responses on the Answer Sheet and the examination has concluded you should hand over to the Invigilator the Answer Sheet (in original). **You are permitted to take away 2nd Copy of OMR Answer Sheet and the Test Booklet.**
7. All items carry equal marks.
8. Candidature would be cancelled in case of non-compliance with any of these instructions.
9. There will be NO PENALTY for wrong answers.

Question Starts:

1. No honorarium should be paid for -
 - (a) Meritorious work such as working for long hours ;
 - (b) Special work in arbitration case ;
 - (c) Exemplary work of commendable nature and devotion to duty ;
 - (d) All of the above.
2. Reporters/Interpreters are allowed honorarium for taking down reports of Parliament proceedings at the rate of -
 - (a) Rs. 25 per day ;
 - (b) Rs. 125 per day ;
 - (c) Rs. 250 per day ;
 - (d) Rs. 500 per day.
3. Non-practicing allowance will count as pay for the purpose of -
 - (a) Pay fixation ;
 - (b) DA, TA and other allowances ;
 - (c) Calculation of retirement benefits ;
 - (d) Allotment of residential accommodation.
4. Non-practicing allowance is allowable in respect of -
 - (a) Medical posts for which medical qualification recognised under the Indian Medical Council Act is essential ;
 - (b) Dentists posts for which qualification recognised under the Dentists Act is essential ;
 - (c) Veterinary posts for which qualification of BVSc & AH is essential ;
 - (d) All of the above.
5. Average emoluments means the average of emoluments drawn by the employee during -
 - (a) Last 3 months of his service ;
 - (b) Last 3 years of his service ;
 - (c) Last 10 months of his service ;
 - (d) Last 12 months of his service.
6. Under FR ___ a Government servant may be required to subscribe to provident fund, a family pension fund or other similar fund.
 - (a) 15 ;
 - (b) 16 ;
 - (c) 18 ;
 - (d) 22.
7. Under FR 26(b), extraordinary leave is counted as duty under following circumstances -
 - (a) EOL granted due to inability of a Government servant to join or re-join duty on account of civil commotion ;
 - (b) EOL granted to a Government servant for prosecuting higher technical and scientific studies ;
 - (c) Both (a) and (b) above ;
 - (d) None of the above.
8. An employee having attained the prescribed age and completed prescribed years of qualifying service, may seek voluntary retirement from service by giving a notice of -
 - (a) At least one month ;
 - (b) At least three months ;
 - (c) At least six months ;
 - (d) None of the above.
9. Permission for voluntary retirement may be withheld if the Government servant is under suspension or chargesheeted or being prosecuted for grave misconduct, in terms of -
 - (a) FR 56(j) and (k) ;
 - (b) FR 56(k) and (l) ;
 - (c) FR 56(k) and (m) ;
 - (d) None of the above.
10. A Government employee whose date of birth is 1st July, shall retire on superannuation, on last day of the month of -
 - (a) June ;
 - (b) July ;
 - (c) August ;
 - (d) None of the above.
11. Medical Officers are debarred from recommending the grant of sick leave in any case in which there appears to be no reasonable prospect that the officer concerned will ever be fit to ___ to duty.
 - (a) Come ;
 - (b) Attend ;
 - (c) Return ;
 - (d) Present.

12. In such a case, the opinion that the officer is permanently unfit for service under Government should be recorded in the medical _____.
 (a) Report ;
 (b) Advice ;
 (c) Examination ;
 (d) Certificate.
13. Where any doubt arises as to the interpretation of these Regulations, it shall be referred to the Government of India in the Ministry of _____.
 (a) Home Affairs ;
 (b) Personnel & Training ;
 (c) Finance ;
 (d) Pension & Grievances.
14. In this rule, the expression "Union Government servant" mean all persons whose conditions of service may be regulated by rules made by the President under the proviso to Article 309 or clause (5) of Article ___ of the Constitution.
 (a) 148 ;
 (b) 150 ;
 (c) 166 ;
 (d) 166-A.
15. The Government of India Act, ____, expressly recognised the principle that the highest Government Authority has the inherent power to relax the provisions of any service rule in individual cases of hardship where some allowance or concession, not permissible under the strict terms of the rule, is justified.
 (a) 1930 ;
 (b) 1931 ;
 (c) 1935 ;
 (d) 1936.
16. Who is the Prescribed Authority with respect to Group – A Officer, to order for a full and complete statement regarding acquired movable and immovable property ?
 (a) The Government ;
 (b) Head of the Department ;
 (c) Head of Office ;
 (d) Comptroller & Auditor General of India.
17. Which Rule under CCS (Conduct) Rules prescribes the forms specified in the Schedule for submission of movable and immovable property return ?
 (a) Rule 18(1) ;
 (b) Rule 14(1) ;
 (c) Rule 16(2) ;
 (d) Rule 114.
18. Whether, participation in auction and bidding by a Government servant is allowed, when the auction is conducted by his own Office or Ministry ?
 (a) It is allowed ;
 (b) It is prohibited ;
 (c) Prior sanction needs to be obtained ;
 (d) Direct participation only is not allowed.
19. Whether it is needed to scrutinize regularly the returns submitted by officers of Central Secretariat Service and Cabinet Secretariat Service ?
 (a) No need to scrutinize regularly ;
 (b) It should be scrutinized immediately after submission ;
 (c) It is to be scrutinized when new items are added in the return ;
 (d) It is to be scrutinized once in two years.
20. When can a Government servant having a spouse living, enter into or contract a marriage with any person?
 (a) When such marriage is permissible under the personal law of the Government servant ;
 (b) If the first spouse has given her consent / permission ;
 (c) With the permission of children ;
 (d) With the permission of the parents of the living spouse.
21. Name the authority competent to place a Government servant under suspension -
 (a) Appointing / Disciplinary Authority ;
 (b) Inquiry Authority ;
 (c) Leave Sanctioning Authority ;
 (d) Subordinate Authority of a Government servant.

22. Who is the competent authority for appointment of an Inquiry Officer in a Department proceedings ?
- Head of Department ;
 - Presenting Officer ;
 - Head of Office ;
 - Disciplinary Authority.
23. What is the role of an Inquiry Officer in a Departmental Enquiry ?
- To give an evidence ;
 - To assist the Charged Officer ;
 - To conduct an inquiry independently ;
 - To frame charges against a delinquent official.
24. Normally who can sign the memorandum of charges in respect of a major penalty ?
- Appointing Authority ;
 - Disciplinary Authority ;
 - Head of the Department ;
 - Head of Office.
25. Can the delinquent official be permitted to inspect the documents to admit or deny his guilt ?
- Inspection of document is permitted ;
 - Optional ;
 - Inspection of documents not permitted ;
 - At his request.
26. A Controlling Officer includes -
- An officer entrusted by the Department with the responsibility of controlling the incurring of expenditure and / or the collection of revenue ;
 - A Head of Department ;
 - An Administrator of a Union Territory ;
 - All of the above.
27. A Head of Office means -
- A Gazetted Government Servant declared as such by the Government or by the Head of Department under whom he may be employed, with the concurrence of the Finance Department of the Government of Manipur ;
 - Any other authority declared as such under any general or special orders of the competent authority ;
 - Both (a) and (b) ;
 - None of the above.
28. An expenditure which is incurred at periodic intervals is a -
- Revenue expenditure ;
 - Recurring expenditure ;
 - Non-recurring expenditure ;
 - Capital expenditure.
29. As per rule 3 of GFR, 1963, all moneys received by or on behalf of the Government, should be brought into Government Account -
- The same day ;
 - By the next day ;
 - Within 7 days ;
 - Without delay.
30. In terms of rule 4 of GFR, 1963, the following shall not be paid into the Public Account -
- Moneys received by or deposited with an officer of the Central / State Government ;
 - Revenues or public moneys received by Government ;
 - Moneys received by or deposited with the Supreme Court of India or with any other Court (except a High Court) within a Union Territory ;
 - None of the above.
31. "Accountant General" means the head of an office of accounts subordinate to the –
- President of India ;
 - Comptroller and Auditor General of India ;
 - Prime Minister of India ;
 - Finance Minister of India.
32. "State". except where it appears otherwise from the context, refers to State included in the -
- First Schedule to the Constitution of India ;
 - Eight Schedule to the Constitution of India ;
 - Tenth Schedule to the Constitution of India ;
 - Twelfth Schedule to the Constitution of India.

33. The Comptroller & Auditor General of India derives his powers and duties in relation to the Accounts of the Union and of the States from -
- Article 116 of the Constitution of India ;
 - Articles 148 and 150 of the Constitution of India ;
 - Article 162 of the Constitution of India ;
 - Articles 166 and 309 of the Constitution of India.
34. The Central Government and each of the State Governments have made separate agreements with the Reserve Bank of India by virtue of which the general banking business of the Governments (in which business is included the receipt, collection, payment and remittance of moneys on behalf of Government) is carried on and transacted by the Bank in accordance with and subject to the provisions of the agreement and of the Reserve Bank of India Act,
- 1922 ;
 - 1934 ;
 - 1947 ;
 - 1950.
35. A statement of closing balance of each Government in the books of the Bank after taking into account all cash transactions in all the offices, branches and agencies of the Bank and the adjusting transactions in its own books is forwarded by the Central Account Section to the Accountant General concerned, at the close of the accounts of -
- each month ;
 - three months ;
 - six months ;
 - twelve months.
36. Pension payments to Central Government pensioners are made out of -
- The Consolidated Fund of India ;
 - Contingency Fund of India ;
 - The Public Account of India ;
 - The Pension Fund of India.
37. Service pension payable in India may be drawn from -
- The Pay and Accounts Office responsible for payment of last dues ;
 - Any other authorized office of disbursement ;
 - Authorized Public Sector Banks ;
 - All of the above.
38. Provisional pension is payable by -
- The Pay and Accounts Office ;
 - The Head of Office ;
 - The Disbursing Officer ;
 - The Accounts Officer.
39. Under the scheme for simplification of Pension Payment Procedure, the responsibility for payment and accounting of pension has been taken over by -
- Central Pension Accounting Office ;
 - The Pension Fund Regulatory and Development Authority ;
 - The Accountant General ;
 - The Public Sector Banks.
40. Payment of pension can be made only upon Pension Payment Order issued by -
- The Head of Office ;
 - The Pay and Accounts Office ;
 - The Accountant General ;
 - None of the above.
41. The Delegation of Financial Powers Rules, 1995 (Manipur Govt.) came into force on -
- 1st January, 1995 ;
 - 1st March, 1995 ;
 - 1st April, 1995 ;
 - 2nd May, 1995.
42. "Appropriation" means the allotment of a particular sum of money by a competent authority from funds placed at his disposal, to meet specified expenditure as defined under Rule -
- Rule 2(a) ;
 - Rule 2(b) ;
 - Rule 2(c) ;
 - Rule 2(e).

43. Nothing contained in sub-rule (2) shall empower any subordinate authority to sanction without previous consent of the _____ any expenditure which involves the introduction of a new principle of practice likely to lead to increased expenditure in future -
- Head of Office ;
 - Head of Department ;
 - Administrative Department ;
 - Finance Department.
44. "Contingent Expenditure" means all incidental and other expenditure including expenditure on stores, which is incurred for the management of an office, for the working of technical establishment, such as, a laboratory, workshop, industrial installation, store depot and the like, but does not include any expenditure which has been specifically classified as falling under some other head of expenditure, such as, "Works", "Stock", "Tools" and "Plants" in terms of -
- Rule 7 (i) ;
 - Rule 7(ii) ;
 - Rule 7(iii) ;
 - Explanation (i) below Rule 7(d).
45. The term "per annum in each case" in respect of recurring contingent expenditure means "each type of expenditure" e.g. if a subordinate authority is empowered to incur expenditure on repairs upto Rs. 1,000/- p.m. in each case, it would be competent for it to incur expenditure on repairs on any number of occasions during the year but subject to a limit of Rs. 1,000/- for that year as is evident from -
- Note (a) below Explanation (i) of Rule 7 ;
 - Note (b) below Explanation (i) of Rule 7 ;
 - Both the above ;
 - None of the above.
46. A post to be created, may be a permanent post or a temporary or a _____ post.
- Ad hoc ;
 - Non-permanent ;
 - Non-temporary ;
 - Tenure.
47. Permanent post means a post carrying a _____ rate of pay sanctioned without limit of time.
- Definite ;
 - Fixed ;
 - Maximum ;
 - Minimum.
48. Temporary post means a post carrying a definite rate of pay sanctioned for a _____ time.
- Fixed ;
 - Short ;
 - Long ;
 - Limited.
49. Tenure post means a permanent post which an individual _____ may not hold for more than a limited period.
- Person ;
 - Employee ;
 - Layman ;
 - Government servant.
50. The general provisions relating to creation of posts and the powers delegated to various authorities in regard to creation of posts are contained in the General Financial Rules, ___ and the Delegation of Financial Powers Rules, 1978 as amended from time to time and various instructions issued by the Ministry of Finance (Department of Expenditure) and the Department of Personnel and Training.
- 1963 ;
 - 1974 ;
 - 1975 ;
 - 2005.

Question Ends