



## SOUTHERN RAILWAY

Time: 3 Hrs  
Max. Marks: 100  
Date: 21.11.2015

**Selection for the post of Office Superintendent in Pay Band  
Rs.9300-34800 with Grade Pay Rs.4200/- against 20% LDCE Quota**

**General Instructions:**

- 1) The question paper consist of two parts namely **Part-A** and **Part-B**.
- 2) **Part-A** consists of **50 objective type questions**, each question carry **1 mark**. All 50 questions are compulsory.
- 3) There will be **1/3<sup>rd</sup> negative marking** for each wrong answer for objective type questions in **Part-A**.
- 4) While writing answer for objective type question, candidates have to take due care. If there is any **cutting, overwriting and erasing**, the answer will not be evaluated.
- 5) **Part-B** consists of **descriptive type questions**, to be answered only in the answer booklet provided for.
- 6) The columns in the fly leaf such as Name, Roll Number, Designation etc. are to be filled in the original as well as in the additional answer booklets anything provided for.
- 7) Each question in **Part-B** carries **10 marks**.
- 8) Employee's name and Roll Number **should not be written anywhere in the answer booklet** except in fly-leaf.
- 9) No electronic gadgets such as cell phone, pagers, calculators etc. are allowed inside the examination hall.

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**Part-A**

(50 x 1 = 50 marks)

**All 50 objective questions are compulsory, each question carries 1 mark:**

I) **Say TRUE or FALSE:** (10 x 1 = 10 marks)

- 1) Workman compensation Act is applicable to Labours employed by Contractors also.
- 2) During training where boarding and lodging are not provided, the employee can claim DA for only 180 days.
- 3) Railway servant under suspension will not get privilege pass.
- 4) Government will not make any contribution to Tier-II account in New Pension Scheme.
- 5) Call books are sent to running staff 3 hrs before reporting time.
- 6) Limited Tender enquiries have to be issued only to approved list of Contractors.
- 7) For a "EI" worker, 'short-off' means less than 10 hrs rest.
- 8) Fund can be transferred from Voted Expenditure to Charged Expenditure.
- 9) Supernumerary post is a shadow post.
- 10) If an employee overstays in his post beyond superannuation, he will get pay and allowances for excess period of stay.

II) **Expand the following:** (10 x 1 = 10 marks)

- 1) OLIC
- 2) PFRDA
- 3) IRFC
- 4) RLDA
- 5) LARSGESS
- 6) RELHS
- 7) NSIC
- 8) INRWF
- 9) OSRA
- 10) CRIS

III) **Fill in the Blanks:** (10 x 1 = 10 marks)

- 1) Appeal against the information provided by PIO has to be preferred within \_\_\_\_\_.
- 2) If no agreement reached in Board's level, PNM matter will be referred to \_\_\_\_\_.
- 3) Amount of ex-gratia lumpsum compensation for on-duty death is \_\_\_\_\_.

- 4) Overcoat is supplied to Track Maintainer in summer and winter climatic condition once in \_\_\_\_\_.
- 5) The length and width ratio in A4 size paper is \_\_\_\_\_.
- 6) Headquarters of North-Eastern Railway is at \_\_\_\_\_.
- 7) Gazetted Officer with GP \_\_\_\_\_ is eligible for Type-IV special quarters.
- 8) Washing allowance paid to Group "D" staff at the rate of \_\_\_\_\_ per month with effect from 01.09.2008.
- 9) SF-7 is used for \_\_\_\_\_.
- 10) Wage period is fixed not exceeding \_\_\_\_\_ under Minimum Wages Act, 1948.

IV) **Choose the correct answer:** (20 x 1 = 20 marks)

- 1) Female Railway employee having disabled child can avail Child Care Leave till the child attains the age of
  - a) 20 yrs
  - b) 21 yrs
  - c) 22 yrs
  - d) 24 yrs
- 2) Reservation for SC/ST employees in Type-III & IV Quarters is
  - a) 3%
  - b) 5%
  - c) 7%
  - d) 10%
- 3) Post Retirement Complimentary Pass shall not be issued to
  - a) A Railway servant removed from service
  - b) A Railway servant dismissed from service
  - c) A retired Railway servant got 100% pension cut
  - d) All of the above
- 4) RDSO is situated at
  - a) Allahabad
  - b) Lucknow
  - c) Jabalpur
  - d) Dehradun

- 5) Railway servant can avail next year's pass in current year itself during last \_\_\_\_\_ period of current year
  - a) 60 days
  - b) 90 days
  - c) 100 days
  - d) 120 days
- 6) The leave rule in force at present is
  - a) Fundamental Leave Rule
  - b) Liberalized Leave Rule
  - c) Company Leave Rules
  - d) State Railway Leave Rules
- 7) Cost of survey to examine feasibility of construction of new line is charged to
  - a) Demand No.2
  - b) Demand No.3
  - c) Demand No.15
  - d) Demand No.16
- 8) Convenor of PREM meeting in Railway Board is
  - a) Advisor IR
  - b) Secretary, Railway Board
  - c) Chairman, Railway Board
  - d) Member Staff
- 9) Passenger Driver links are prepared keeping in view the total duty does not exceed
  - a) 8 hrs from sign-on to sign-off
  - b) 9 hrs
  - c) 10 hrs
  - d) 12 hrs
- 10) A dismissed Railway employee can retain Railway quarter on normal rent for a period of
  - a) 1 month
  - b) 2 months
  - c) 3 months
  - d) 4 months
- 11) A pensioner when attains the age of 91 yrs, he will get an addition of
  - a) 30% of basic pension
  - b) 40% of basic pension
  - c) 50% of basic pension
  - d) 45% of basic pension
- 12) Which one of the following is not a permissible deduction from subsistence allowance of a suspended employee?
  - a) House rent
  - b) Repayment of advances
  - c) Provident Fund
  - d) Station debits

- 13) A composite DAR case
- a) involves composite transfer grant related issues
  - b) involves combination of two or more issues
  - c) involves Group "A" & "B" Officers along with Group "C" & "D" staff
  - d) All of the above
- 14) In case of Track and other than track work, PHOD have the technical sanction power upto
- a) 10 crores
  - b) 15 crores
  - c) 25 crores
  - d) 50 crores
- 15) Zonal request transfer of Group "C" & Group "D" Railway servants on the grounds of hardship is dealt by
- a) Rule 223 RI
  - b) Rule 224 RI
  - c) Rule 225 RI
  - d) Rule 226 RI
- 16) Audit Note Part II is closed at
- a) Accounts Level
  - b) Audit Level
  - c) Audit through Accounts Office
  - d) None of the above
- 17) Railway employees on deputation to RITES, IRCON etc. can avail
- a) Full medical facilities in Railway Hospital
  - b) Only outdoor medical facilities in Railway Hospital
  - c) Full medical facility on payment
  - d) No facility
- 18) A Railway servant deemed to have been placed under suspension if he is detained in custody for a period exceeding
- a) 36 hrs
  - b) 48 hrs
  - c) 60 hrs
  - d) 72 hrs
- 19) All absent cases of running staff should be closely monitored if absent period is more than
- a) 12 hrs
  - b) 24 hrs
  - c) 36 hrs
  - d) 48 hrs
- 20) Exemption from disclosure of Information is laid down in RTI Act under
- a) Section 7
  - b) Section 8
  - c) Section 9
  - d) Section 10

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**Part-B**

**(5x10 = 50 marks)**

**Answer any five out of eight questions, each question carries 10 marks:**

- 1)    a)    What are the important procedures to be followed when writing letters to outsiders? **(5 marks)**  
  
      b)    Write the Organization structure of Railway Board? **(5 marks)**
- 2)    What are the two aspects of Work covered by a Work Study? Elaborate the benefits accruing from Work Study? **(10 marks)**
- 3)    Explain the procedure involved in imposing of major penalty? **(10 marks)**
- 4)    a)    Write about External Audit and functions of Audit Officers in External Audit? **(6 marks)**  
  
      b)    Distinguish between Charged and Voted Expenditure? **(4 marks)**
- 5)    a)    Under what conditions Limited Tender is called? **(3 marks)**  
  
      b)    What are the important clauses to be incorporated in Tenders and Purchase Orders to ensure supply of quality materials? **(7 marks)**
- 6)    What is Information? Narrate the procedure laid down regarding disclosure of "Third Party Information" under RTI Act 2005? **(10 marks)**
- 7)    Write shortly about                      **(10 marks)**  
  
      a)    Long on  
  
      b)    Contingency fund of India  
  
      c)    Sign off  
  
      d)    Personal Pay  
  
      e)    CCL
- 8)    What are the various incentives, awards and personal pay provided for Railway servants under Official Language Act? **(10 marks)**

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