



SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES & TECHNOLOGY
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ROLL NUMBER

WRITTEN TEST FOR VOP OF ASSISTANT OFFICER

DATE : 26/12/2019

TIME : 09.30 AM

DURATION : 60 MINUTES

TOTAL MARKS : 50

INSTRUCTIONS TO THE CANDIDATE

1. Write your Roll Number on the top of the Question Booklet and in the Answer sheet.
2. Each question carries 1 mark.
3. There will not be any Negative Marking.
4. Write legibly the alphabet of the most appropriate answer in the separate answer sheet provided.
5. Over-writing is not permitted.
6. Marking more than one answer will invalidate the answer.
7. Candidate should sign on the Answer Sheet.
8. Candidate should hand over the Answer Sheet to the invigilator before leaving the examination hall,

Signature of the Candidate

WRITTEN TEST FOR THE POST OF ASSISTANT OFFICER (VOP)

1. Total recoveries on account of all advances taken by a Government Servant shall not exceed of the total emoluments.
 - a. 70%
 - b. 50%
 - c. 60%
 - d. 40%
2. For purchase of plot and construction of a double storied house of Advance for cost of plot will be disbursed on executing the agreement.
 - a. 40%
 - b. 50%
 - c. 30%
 - d. 25%
3. In complaint of sexual harassment, the charged officer admits the charges clearly and unconditionally, there will be no need for formal inquiry against him and further action may be taken as per Rule of CCS(CCA) Rules.
 - a. Rule 15
 - b. Rule 3(1) (iii)
 - c. Rule 14(5)
 - d. Rule 14
4. Rule of GFR, 2017 every Government Servant, who actually handles cash shall be required to furnish security in the form of a Fidelity Bond.
 - a. Rule 306 (2)
 - b. Rule 306 (3)
 - c. Rule 306 (4)
 - d. Rule 306 (1)
5. A Government Servant under Suspension dies before the disciplinary proceedings or the court proceedings against him are concluded, the period between the date of suspension and the date of death is treated as for all purposes
 - a. Half Pay Leave
 - b. Duty
 - c. Loss of pay leave on personal ground
 - d. Earned Leave



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6. In the Income Tax calculation, Special deduction of actual expenditure limited to Rs..... for the patient or a dependant suffering from CANCER or AIDS involving considerable expenditure on treatment and Rs..... if such a dependant is a Senior Citizen..
- 75,000/- & 1,25,000/-
 - 40,000/- & 1,00,000/-
 - 50,000/- & 75,000/-
 - 1,00,000/- & 1,25,000/-
7. Which account is not a liability account.
- Accounts payable.
 - Cash.
 - Notes payable
 - Accrued expenses.
8. Time Limit for drawal of LTC advance in case of journey by steamer
- 125 days
 - 75 days
 - 90 days
 - 65 days
9. Para 9.7.7 of MPG, 2017 states that, if the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure(FM) for a period exceeding days, either party may at its option terminate the contract without any financial repercussion on either side.
- Eighty
 - One Hundred and Twenty
 - Ninety
 - Thirty
10. As per FR & SR, Part I and Pension Compilation Annual verification of Service will be completed along with Pay Slip for the month of every year and certificate of verification recorded in the Service Book after ensuring correctness of the entries.
- January
 - July
 - April
 - September
11. Central Civil Services (Recognition of Service Associations) Rules, 1993 came into force from in supercession of 1959 Rules
- 01.07.1993
 - 05.04.1993
 - 31.10.1993
 - 05.11.1993
12. Persons as Economically Weaker Sessions (EWS) whose family has gross annual income below lakhs
- 8 Lakhs
 - 6 Lakhs
 - 5 Lakhs
 - 10 Lakhs
13. The accrual basis of accounting records revenues when they are:
- Earned.
 - Collected.
 - Received.
 - Readily available for use



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14. At place where no specific rate have been prescribed either by the Directorate of Transport of the concerned state or of the neighbouring states Mileage Allowance for journeys performed by own scooter is Rs..... per Kilometer.
- Rs.16 /- per km.
 - Rs.24/- per km.
 - Rs.12 /- per km.
 - Rs.20 /- per km.
15. As per MPG 2017, in case the book value is not available or has become insignificant, the Reserve Price may be based on% of the original or market value of the new item.
- 2
 - 3
 - 4
 - 5
16. What is the main purpose of financial accounting?
- To arrange financial information.
 - Provide useful financial information to outsiders.
 - To keep track of company expenses.
 - Minimise taxes.
17. Rule 176 of GFR 2017 deals with
- Code of integrity
 - Buy Back Offer
 - Consulting Service
 - Government e Marketing
18. As per MPG, 2017 a Tenderer shall have the right to be heard in case he feels that a proper procurement process is not being followed and/or his tender has been rejected wrongly. The Tenderer is to be permitted to send his representation in writing. The procuring entity should ensure a decision withindays of the receipt of the representation
- 10
 - 7
 - 15
 - 30
19. As per MPG, 2017 upon the successful bidder furnishing the signed agreement and performance security, each unsuccessful bidder will be promptly notified and their bid security be returned without interest of notice of award of contract.
- Within 15 days
 - Within 10 days
 - Within 30 days
 - Within 45 days
20. Monitoring of EMDs and Performance Security should also include a monthly review of all Bank Guarantees' and other instruments expiring in next along with a review of the progress of the corresponding contract.
- 2 Months
 - 3 Months
 - 4 Months
 - 6 Months

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21. Payment Procedure in GeM, the timeline after consignee receipt and acceptance certificates issued on line and digitally signed by consignee will be working days for concerned Drawing & Disbursing Officer
- a. Two b. Three c. One d. Five
22. Micro and Small Enterprises (MSEs) would be treated as owned by SC/ST entrepreneurs in case of Private Limited Companies, at least Share shall be held by SC/ST promoters.
- a. 40% b. 49% c. 50% d. 51%
23. Statutory Frame Work Governing Public Procurement is of the Constitution of India.
- a. Article 299 c. Article 300
b. Article 297 d. Article 298
24. GST is a matter of jurisdiction of
- a. Union Government. c. Both centre and state government.
b. State Government. d. Between States.
25. In the case of import or export of goods, using ---- is compulsory under GST
- a. Two-digit HSN code c. Four digit HSN Code
b. Four digit HSN Code d. Eight digit HSN code
26. The Standing Finance Committee of the Institute shall meet
- a. At least once in every 3 months c. Once every year
b. At least once in every 6 months d. As often as necessary
27. Income tax is payable on
- a. Income. c. Taxable income.
b. Receipts. d. Expenses
28. Ladder Promotion Scheme stopped in the Institute with effect from
- a. 01.01.2006 c. 01.07.2012
b. 01.08.2009 d. 01.01.2011
29. As per SPCR, if an employee has any grievance arising out of his/her employment, he/she must take it up with his immediate superior. If no satisfactory answer is received or if the grievance is not redressed withinhe/she should present a written complaint to the Department Head.
- a. A reasonable time c. Within a week time
b. Two days d. 3 Days
30. As per SPCR Chapter VII habitual absence without leave or continuous absence without leave for more than treated as Misconduct.
- a. 2 days c. 7 days
b. 10 days d. 5 days

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31. Group Savings Linked Insurance Scheme introduced in the Institute with effect from
- a. 08.02.1988
 - b. 20.03.1988
 - c. 01.07.1996
 - d. 06.02.1995
32. From, there will be no ceiling for grant of Ex-gratia Lumpsum compensation paid from sundry Government source such as the Prime Ministers Relief Fund, Chief Ministers Relief Fund etc. to the families of deceased Government Servant.
- a. 01.01.2006
 - b. 01.01.2016
 - c. 01.07.2017
 - d. 01.09.2008
33. In which section of Income Tax Act, 1961 exempted income are mentioned
- a. 10
 - b. 12
 - c. 12A
 - d. 13
34. What is the percentage of Funds earmarked by Government of India for updating records/improving infrastructure/creating manual under RTI Act.
- a. 1%
 - b. 5%
 - c. 2%
 - d. 3%
35. DA is counted as emolument for which of the following
- a. Superannuation Pension
 - b. Family Pension
 - c. Invalid Pension
 - d. Gratuity
36. The Right to Information Act does not prescribe which one of the following
- a. Recording and communication of reasons to the applicant for refusal to provide information
 - b. Communication of the period within which an appeal can be filed against refusal of information
 - c. Providing the particulars of the appellate authority
 - d. Providing the reasons for taking a particular decision in any matter to which the information relates
37. If a Government Servant dies while in service leaving behind his parents (Father & Mother), one brother and 2 sisters (one married and other unmarried), the Death Gratuity shall be paid to the family in the following manner.
- a. To all in equal share
 - b. Only to parents
 - c. Only to mother
 - d. Only parents, brother & unmarried sister in equal share
38. When will the subscription to General Provident Fund be discontinued in case of retirement on superannuation
- a. One Month before Retirement
 - b. 3 Months before Retirement
 - c. 2 Months before Retirement
 - d. 6 Months before Retirement



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39. Prohibition of Sexual Harassment of working women is defined in of CCS(Conduct) Rules, 1964
- Rule 3-A
 - Rule 3-B
 - Rule 3-C
 - Rule 4
40. By which amendment Act to the Constitution of India was the GST introduced?
- 100th
 - 101st
 - 102nd
 - 122nd
41. The rates of income tax are specified in
- Income Tax Act.
 - Budget.
 - Wealth Tax Act.
 - Finance Act.
42. Income tax is collected on all types of income except _____.
- Agricultural Income
 - Industrial Income
 - Capital Gain
 - Household Property
43. Who is the Chairman of the Committee constituted to fix the reserve price of the condemned items which have to be auctioned through M/s MSTC Limited.
- Director
 - Head BMT wing
 - Medical Superintendent
 - Associate Medical Superintendent
44. Quantum of Cash Award to employees who have completed 20 years of continuous service in the Institute with effect from 01.01.2020
- Rs.5000/-
 - Rs.4000/-
 - Rs.2000/-
 - Rs.3000/-
45. As per Order No. P&A/I/X/96/SCTIMST/2019 dtd. 15/11/2019, the revised thesis evaluation fee for PhD. Scholars
- Rs.10000/-
 - Rs.6000/-
 - Rs.2500/-
 - Rs.15000/-
46. Which firm has provided E-procurement system to SCTIMST
- KELTRON
 - National Informatics Centre
 - KEONICS
 - MSTC
47. What is the Primary Objective of an auditing?
- Hearing from Accounts and preparing audit notes
 - Judging the reliability of financial statement and supporting records
 - Detection of manipulation and losses
 - Verification of cash balance, Receipts & Payments



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48. Rule 86 of GFR 2017 deals with
- Capital or Revenue Expenditure
 - Banking arrangement
 - Charged or Voted expenditure
 - Public Financial Management System
49. SC/ST Candidates appointed by promotion on their own merit and seniority and not owing to reservation or relaxation of qualification will be adjusted against unreserved point of reservation roster, irrespective of the fact whether promotion is made by selection method or non-selection method. These orders will take effect from, the date on which post based reservation was introduced.
- 02.07.1997
 - 15.05.2018
 - 13.09.2017
 - 22.12.1998
50. When a GPF subscriber dies after having put in 5 years of service paid an additional amount as Deposit Linked Insurance. Additional amount will be equal to the average balance in the account during the period of months preceding the month of death, subject to the maximum of Rs.60000/-
- 12
 - 24
 - 36
 - 10



ASSISTANT OFFICER ANSWER KEY -Dec.2019

1	b
2	c
3	a
4	b
5	b
6	b
7	b
8	d
9	c
10	c
11	d
12	a
13	a
14	c
15	d
16	b
17	b
18	c
19	c
20	b
21	c
22	d
23	a
24	c
25	d

26	a
27	c
28	c
29	b
30	c
31	b
32	a
33	a
34	a
35	d
36	d
37	d
38	b
39	c
40	b
41	d
42	a
43	c
44	a
45	d
46	c
47	b
48	d
49	a
50	c

(Signature)
MS