

Sree Chitra Tirunal Institute for Medical Sciences and Technology, Trivandrum
Written test : VOP – Asst. Officer

29th December, 2014

Roll No.

1. What is the period of validity of a bid security beyond the bid validity period?
 - A. 30 days
 - B. 40 days
 - C. 60 days
 - D. 45 days
2. What should be sought for whenever disputes arise during implementation of a contract
 - A. Financial advice
 - B. Technical advice
 - C. Legal advice
 - D. DST's advice
3. In which contract price variation clause is to be incorporated
 - A. in contracts where period exceed 12 months
 - B. in contracts where period exceed 18 months
 - C. contracts where period exceed 24 months
 - D. contracts where period exceed 6 months
4. The price at which a foreign exchange dealer sells a foreign currency is referred to as
 - A. Bid price
 - B. Exchange price
 - C. Offer price
 - D. Balance price
5. A company adopts same accounting principles, policies, methods and practice from year to year. Such a practice is said to follow
 - A. Vertical consistency
 - B. Horizontal consistency
 - C. Third dimensional consistency
 - D. Strategic consistency
6. The annual financial statement of Autonomous Body does not consists
 - A. Balance Sheet
 - B. Income and Expenditure account
 - C. Receipts and Payments account
 - D. Profit and Loss account
7. Which of the following is not a capital budgeting decision
 - A. Expansion programme
 - B. Merger
 - C. Replacement of an Asset
 - D. Inventory level.
8. Licence fee for the Technology transfer is
 - A. One time fee for the know-how provided
 - B. Annual fees based on sale of the product
 - C. Percentage of profit to be paid to the Institute
 - D. As decided by the Institute every year.

9. Which of the following is an example of contingent liability
- A. Amount due to suppliers
 - B. Amount payable to contractors
 - C. Liability in respect of which contracts remaining to be executed
 - D. Outstanding expenses
10. Huge amount in suspense account given in the Credit side of Trial Balance will be entered in the
- A. Manufacturing account
 - B. Balance Sheet Asset side
 - C. Profit and Loss Account
 - D. Balance Sheet Liability side
11. The assessment in which neither the assessee is called in the Income Tax department nor he is required to produce his books of accounts or other documents
- A. Summary assessment
 - B. Self assessment
 - C. Best judgement assessment
 - D. Scrutiny Assessment
12. Air Way Bill is one of the document relating to
- A. Goods
 - B. Shipment
 - C. Payment
 - D. Foreign Exchange Regulation
13. Sale of old scrap is recorded on the credit side of
- A. Cash Book
 - B. Income and Expenditure account
 - C. Receipts and payment account
 - D. Trial Balance
14. Inventory is a part of
- A. Current assets
 - B. Fixed assets
 - C. Liquid asset
 - D. Absolute liquid asset
15. ----- describes duties and responsibilities of various executives concerned with budgets
- A. Key factor
 - B. Budget Strategy
 - C. Budget Manual
 - D. Budget Committee
16. The entrepreneur builds the project on behalf of Government from his own resources and operates it for certain period and then transfer the project to Government
- A. LROT contract
 - B. BOO contract
 - C. EPC contract
 - D. BOT contract
17. Appointment to the post of Director shall be made by the Institute on the basis of the recommendations of a Selection Committee constituted by the central Government consisting of the

- A. Secretary of the Department of Science and Technology of GOI as Chairman, the Director- General of Indian Council of Medical Research, the President of the National Academy of Medical Sciences and the President of the Institution of Engineers (India) as members.
- B. The Director- General of Indian Council of Medical Research as Chairman, Secretary of the Department of Science and Technology of GOI, the President of the National Academy of Medical Sciences and the President of the Institution of Engineers (India) as members.
- C. The Director- General of Indian Council of Medical Research as Chairman, Secretary of the Department of Science and Technology of GOI, the President of the National Academy of Medical Sciences and the President of the Institute as members.
- D. Secretary of the Department of Science and Technology of GOI as Chairman, the Director- General of Indian Council of Medical Research, the President of the National Academy of Medical Sciences and the Vice-Chancellor of University of Kerala.
18. The Institute shall maintain proper accounts and other relevant records and prepare annual accounts in such form as the Central Government prescribes in consultation with ____.
- A. Governing Body
- B. Department of Science and Technology, GOI
- C. Controller General of Accounts, GOI
- D. Comptroller and Auditor General of India
19. ____, after consultation with the Institute, may, by notification in the Official Gazette, make rules to carry out the purposes of SCTIMSTY Act, 1980
- A. The President of the Institute
- B. The Governing Body
- C. The Institute Body
- D. Central Government
20. The term of office of a Standing Committee is ____ years from the date of its constitution.
- A. Three
- B. Five
- C. Seven
- D. Two
21. The proceedings of every meeting of the Governing Body shall be circulated to the members of the GB with in ____ of the meeting
- A. Three weeks
- B. Four weeks
- C. Six weeks
- D. Two weeks
22. Which among the following provisions empower C&AG to conduct audit of Bodies or Authorities
- A. Section 14 & 15 of DPC Act
- B. Section 14,15 & 19 of DPC Act
- C. Section 14, 15, 19 & 20 of DPC Act
- D. Section 14 & 20 of DPC Act
23. The Appellate Authority of Director in the matter of disciplinary action is
- A. The Institute Body
- B. Governing Body

- C. President of the Institute
- D. Central Government

24. The President of the Institute may, at any time, call a meeting of the Institute and shall do so if a requisition for that purpose is presented to him in writing by not less than ____ members specifying the subject of the meeting proposed to be called.

- A. Seven
- B. Three
- C. Eight
- D. Two

25. The statement of expected results expressed in numerical forms is called as ____

- A. Budget
- B. Strategies
- C. Policies
- D. Programme

26. Cost of receiving and inspecting the materials relate to

- A. Ordering cost
- B. Carrying cost
- C. Storage cost
- D. Inventory Service cost

27. LTC cannot be availed by an employee during

- A. Earned Leave
- B. Casual Leave
- C. Spl. Casual Leave
- D. Baby Care Leave

28. The minimum period required for claiming officiating pay is

- A. 90 days
- B. 40 days
- C. 15 days
- D. 120 days

29. Lead time is one of the problems relating to

- A. Production planning
- B. Materials planning
- C. Procurement of materials
- D. Labour recruitment

30. Safety stock is also known as

- A. Minimum inventory
- B. Danger level
- C. Maximum level
- D. RE-order level

31. Letter of credit is arranged through banks for payment of

- A. Material supplied
- B. Imported items
- C. High value items
- D. Items after inspection/installation

32. ____ is described as the movement of employees from job to job

- A. Job enrichment

- B. Job rotation
 - C. Job design
 - D. Job evaluation
33. The rate of change in the working staff of a concern during a definite period is
- A. Labour turn over
 - B. Absenteeism
 - C. Retrenchment
 - D. Lay off
34. DCRG admissible for an official who dies while in service after having put in four years of service is
- A. 4 times of emoluments
 - B. 6 times of emoluments
 - C. 8 times of emoluments
 - D. 12 times of emoluments
35. An employee under New Pension Scheme has to contribute 10% of his basic pay plus
- DA. If he is on EOL then
- A. Only employee has to contribute
 - B. Only Institute has to contribute
 - C. No contribution either from the employee or from the Institute
 - D. The Institute has to contribute both employees and employers share
36. Both trade test and written test are required for the post of ____
- A. Tech Asst (IS & IR)
 - B. Tech Asst (Lab)
 - C. Tech Asst (CSR)
 - D. Tech Asst (Computer)
37. For placement as Sr. Professors / Sr. Scientists / Sr. Engineer, the minimum residency period in the grade of Professor / Scientist G / Engineer G will be ____ years
- A. 4 years
 - B. 3 years
 - C. 7 years
 - D. 5 years
38. If an employee is appointed to officiate in a second higher post and to hold in addition to full charge of his own post he will be paid an extra duty pay not exceeding ____
- A. 20 % of the minimum of the scale of the second post
 - B. 10 % of the minimum of the scale of the second post
 - C. 20 % of the minimum of first post
 - D. 3 % of the pay in pay band and grade pay
39. Termination by the employer of the services of workmen for any reason is known as
- ____
- A. Resignation
 - B. Suspension
 - C. Retrenchment
 - D. Superannuation
40. Giving information about the product is
- A. Labeling
 - B. Trade mark
 - C. Bound Loyalty

D. Packaging

41. Which of the following entry is not recorded in the Service Book?
- A. Pay Fixation
 - B. General Provident Fund
 - C. Leave
 - D. Leave Travel Concession (LTC)
42. As per recommendations of Sixth Pay Commission, what is the possible date of next increment at the time of promotion if the official opts to get his pay fixed in the higher grade from the date of his promotion?
- A. Date of promotion
 - B. 1st July of next year.
 - C. Either (A) or (B)
 - D. 1st January of next year.
43. If a Government employee acquires Ph.D. in the field relevant to the function of the Government employee and useful in the discharge of higher official work, the lump sum one-time incentive admissible is ____
- A. Rs.12, 000/-
 - B. Rs.10, 000/-
 - C. Rs.8000/-
 - D. Rs.6000/-
44. What is the rate of percentage on basic pay to be paid to the Government doctors/ medical posts as Non-Practicing Allowance in lieu of private practice ____
- A. 15%
 - B. 20%
 - C. 25%
 - D. 30%
45. What is the maximum age of a male Government servant for grant of Family Planning Allowance for undergoing sterilization operation?
- A. 45 years
 - B. 48 years
 - C. 50 years
 - D. 52 years
46. When a fixed asset is obtained as a gift, the account to be credited is ____
- A. Goodwill. A/c
 - B. Capital Reserve A/c
 - C. Donor's A/c
 - D. General Reserve A/c
47. Which of the following is not a non-current liability?
- A. Capital Fund
 - B. Debentures
 - C. Endowment Fund
 - D. Outstanding salary
48. Which is a major penalty as per SPCR?
- A. With holding of increment
 - B. Non promotion of an employee after consideration of his/her case to a higher grade
 - C. Withholding of promotion

D. Reduction to a lower rank in the seniority list or to a lower grade or post


49. Who can seek information under RTI Act 2005

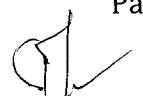
- A. An Indian Citizen
- B. A registered Company
- C. An individual
- D. A legal entity

50. In the case of a female individual, who is of 59 years of age, what is the maximum exemption limit for the assessment year 2015-16

- A. Rs. 500000
- B. Rs. 250000
- C. Rs.150000
- D. Rs. 200000

Signature of Candidate


29.12.14



29.12.16

Key: VOP: Asst. Officer.

1	D	11	A	21	B	31	B	41	B
2	C	12	B	22	C	32	B	42	B
3	B	13	B	23	D	33	A	43	B
4	C	14	A	24	A	34	B	44	C
5	B	15	C	25	A	35	C	45	C
6	D	16	D	26	A	36	D	46	B
7	D	17	A	27	C	37	D	47	D
8	A	18	D	28	C	38	A	48	D
9	C	19	D	29	C	39	C	49	C
10	D	20	B	30	A	40	A	50	B

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