

OSW6609L

RECRUITMENT TO THE POST OF DEPUTY REGISTRAR

NOTE:

1. This Question Paper consists of 22 pages with 100 questions. Please check the number of pages and questions before attempting the questions.
2. There are 100 questions in the Question Paper. All the questions are multiple – choice objective type questions, with a, b, c, and d as four possible options. Candidates are required to mark the most correct and appropriate option.
3. Candidates are required to mark the most correct and appropriate option of the question in the Answer Sheet to be provided separately.
4. All questions are compulsory.
5. For each correct answer 01 (one) marks will be awarded whereas $\frac{1}{4}$ (one fourth) marks will be deducted for each incorrect answer.

Max. Marks: 100

Time: 120 Min.

1. Which one of the following is an authority in NITs
 - a. Director
 - b. Deans
 - c. Central Purchase Committee
 - d. Finance Committee
2. Term of Senate nominees to the Board of Governors in a NIT is of
 - a. Three years
 - b. Till nomination of new members
 - c. Two years
 - d. Five years
3. Member Secretary of Council of NITSER is
 - a. Minister of HRD
 - b. State Minister of NITs
 - c. Joint Secretary (Technical)/ Additional Secretary (Technical), Department of Higher Education, Ministry of HRD
 - d. Secretary, Ministry of HRD

4. Tuition fee to be charged from students of each NIT is decided by
 - a. Senate of each NIT
 - b. Board of Governors of each NIT
 - c. Finance Committee of each NIT
 - d. Council of NITs
5. Staff of NITs are governed by which of the Leave Rules
 - a. CCS (Leave) Rules 1970
 - b. CCS (Leave) Rules 1972
 - c. Leave Rules framed by each NIT
 - d. None of the above
6. NIT Act was amended in which year to include IISERs
 - a. 2009
 - b. 2012
 - c. 2014
 - d. 2017
7. In emergent situations, powers of the Board of Governors in a NIT can be exercised by
 - a. Chairperson
 - b. Director
 - c. Minister of Human Resource Development
 - d. Registrar
8. Appointing authority for the Registrar in a NIT is
 - a. Director
 - b. Minister of HRD
 - c. Board of Governors of the NIT
 - d. Senate of the NIT
9. Term of appointment of Deputy Director in a NIT is
 - a. Two Years
 - b. Three Years
 - c. Five Years

- d. None of the above.
10. The disciplinary powers for the Director of a NIT is decided by the
- Board of Governors of the NIT
 - Visitor of the NIT
 - Minister of HRD
 - None of the above.
11. Admissions for M.Tech. programme in NITs is done on the basis of
- JOSAA Counselling
 - AIEEE Counselling
 - CCMT Counselling
 - None of the above
12. Rules and regulations for academic programmes in a NIT are the part of
- Ordinances
 - Act
 - Statutes
 - None of the above.
13. Honorary degrees in a NIT can be conferred with the only of the approval of the
- Director of the NIT
 - Senate of the NIT
 - Board of Governors of the NIT
 - None of the above.
14. Degree once awarded can be withdrawn for
- gross violation of graduation requirements detected after the award of degree
 - involvement in a criminal case after the award of degree.
 - Both 'a' and 'b' above.
 - None of the above.
15. Which of the following do not come under the purview of Unfair Means during Examination
- copying from study material with the examinee during examination
 - talking to a fellow examinee during the examination
 - peeping into others notebook during class

- d. None of the above.
16. EL can be combined with—
- a. Casual Leave, Half Pay Leave, Maternity Leave
 - b. Study Leave, Casual Leave, Maternity Leave
 - c. Sick Leave, Half Pay Leave, Maternity Leave
 - d. Casual Leave, Paternity Leave, Maternity Leave
17. Encashment of earned leave of up to 10 days at the time of availing LTC is permitted, provided a balance of credit of a Government servant.
- a. 180 days
 - b. 45 days
 - c. 30 days
 - d. 300 days
18. Completed years of service according to CCS (Leave) Rules means
- a. Continuous service under Central Government including period spent on duty but not counting leave
 - b. Continuous service under Central Government including period spent on duty and leave but not Extraordinary Leave
 - c. Continuous service under Central Government including period spent on duty and leave including Extraordinary Leave
 - d. Continuous service under Central Government including service in State Government, if any.
19. What is the date of retirement of a Government servant?
- a. Afternoon of the last day of the month in which he attains the age of superannuation
 - b. Last day of any month in which he wishes to retire
 - c. Last working day
 - d. First day of the month in which he attains the age of superannuation
20. If an official is recalled to duty before expiry of his leave, he may be treated as.....
- a. On leave period
 - b. On duty
 - c. Absent
 - d. None of the above

21. Combination of Study Leave with earned leave shall not generally involve a total absence of more than—
- 16 months
 - 24 months
 - 28 months
 - 36 months
22. Which of the following statements are correct with respect to absence after expiry of leave?
- No leave salary entitlement for such absence
 - Leave account will be debited as though it were half pay to the extent due and excess as EOL
 - Willful absence from duty after expiry of leave will attract disciplinary action
 - All the above
- (i) and (ii)
 - (ii) and (iii)
 - (iii) and (iv)
 - (iv)
23. Which of the following sentences is not true with respect to compensatory off granted to Government employees?
- Accumulation of compensatory leave in-lieu of duty on Sundays, etc. will not be subject to any limit
 - Compensatory leave should be allowed within one month of its becoming due
 - At a time any number of days to any number of employees can be granted in case of compensatory leave
 - A Joint Secretary or a Head of Department can relax the condition of grant of compensatory leave within one month
- (i)
 - (ii)
 - (iii)
 - (iv)
24. Maximum number of days of Earned Leave encashment allowed in case of contract employees with more than 25 years of service?

- a. 100 days
 - b. 200 days
 - c. 300 days
 - d. No leave encashment
25. Leave Salary in respect of a Government servant who is granted leave during his re employment will be
- a. Based on pay drawn by him exclusive of pension and PEG
 - b. Based on last pay drawn prior to retirement
 - c. Based on pay drawn on date of going on leave
 - d. None of the above
26. The day of death of an official who was on Earned Leave on Medical Certificate is to be treated as—
- a. Special Casual Leave
 - b. A working day
 - c. A part of leave
 - d. None of the above
27. Leave cannot be claimed as of right. However, leave should not ordinarily be denied during—
- a. the last ten years of service
 - b. the first ten years of service
 - c. the last twenty years of service
 - d. the first five years of service
28. Leave not due on medical certificate may be granted to a permanent Government servant up to a maximum of—
- a. 360 days during the entire service
 - b. 360 days or the number of days of half pay leave that he is likely to earn thereafter, whichever is less
 - c. 180 days
 - d. None of the above
29. The new type of leave introduced in the Seventh Pay Commission is—
- a. Work Related Intentional Injury Leave

- b. Work Related Inflicted Injury Leave
- c. Work Related Injury Indispensable Leave
- d. Work Related Illness and Injury Leave

30. After implementation of sixth CPC, Central Government Civil posts are classified into many groups —
- a. Three
 - b. Four
 - c. Five
 - d. Two
31. Name the group to which a Government servant belongs to if he is appointed to a Central Civil post carrying the grade pay of ₹4,200 in the scale of pay of ₹9,300-₹34,800 in PB-2—
- a. Group 'C'
 - b. Group 'D'
 - c. Group 'B'
 - d. Group 'A'
32. Name the Authority for appointment to Group 'A' services and posts of the Union without delegating any other authority—
- a. Governor
 - b. President
 - c. Vice President
 - d. Head of the Department
33. Suspension of Government servant means—
- a. A kind of penalty
 - b. Temporary withdrawal of duties
 - c. Attending office without salary
 - d. Not a punishment

34. From the following circumstances, under which can a Government servant be placed under suspension—
- For attending office late
 - For a case against him in respect of any criminal offence
 - For disobedience
 - For petty quarrels amongst the Government servants
35. In the event no defence statement is given, the Disciplinary Authority may itself inquire or appoint an Inquiry Authority to inquire. Whether this is correct?
- Correct
 - Incorrect
 - Cannot appoint Inquiry Authority
 - Without defence statement, no inquiry can be considered
36. The Disciplinary Authority (where he is not the Inquiring Authority) shall not forward to the Inquiry Authority
- A copy of the Article of Charge and the statement of imputation of misconduct or misbehaviour.
 - A copy of the statements of witness, if any referred to in sub-rule (3).
 - A copy of the order of appointing 'Presenting Officer'
 - A written brief of the case with directions for conducting Inquiry.
37. Name the authority competent to place a Government servant under suspension —
- Appointing / Disciplinary Authority
 - Inquiry Authority
 - Leave Sanctioning Authority
 - Subordinate Authority of a Government servant
38. Where a penalty of compulsory retirement from service imposed upon a Government servant under suspension is set aside in appeal, whether the order of suspension is to be continued? If so from which date?
- From the date of original order of compulsory retirement
 - From the date of original date of suspension

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- c. From the date of appeal
- d. Order of suspension need not be continued

39. Can an order of suspension made or deemed to have been made, be modified or revoked? If so by whom?

- a. Inquiry Authority
- b. Leave sanctioning Authority
- c. An Authority competent to issue suspension order
- d. Order of suspension cannot be modified / revoked

40. When will an order of suspension made or deemed to have been made, not be valid unless extended?

- a. After a period of 30 days
- b. After a period of 60 days
- c. After a period of 90 days
- d. After a period of 120 days

41. From the following, choose which comes under the minor penalty —

- a. Compulsory retirement
- b. Dismissal from service
- c. Reduction by one stage for a period not exceeding three years without cumulative effect
- d. Termination of the service under CCS (Temporary) Rules, 1965

42. From the following, name the major penalty, under Rule 11—

- a. Withholding of Increment of a Government servant for his failure to pass any Departmental exam as per Recruitment Rules
- b. Withholding of promotion
- c. Recovering from pay of the whole or part of any recurring loss to the Government caused by the official's negligence.
- d. Reduction to a lower time scale of Pay, Grade, Post or Service for a period specified in the order of penalty, which shall be a bar to his promotion

43. If a Government servant had committed a misconduct during his earlier employment, what action should be taken against him in his present employment?

- a. Should be warned

- b. Render him unfit and unsuitable for continual in service
 - c. Salary should be withheld for a specific period
 - d. Can be awarded a penalty
44. Under which of the following circumstances, the leave sanctioning authority, cannot mark the day as "dies non"—
- a. When an official remains absent from duty without prior information
 - b. When an official comes late and works throughout the day during the office hours
 - c. When on duty in office, the official leaves the office without proper permission
 - d. When an official remains in office, but refuses to perform duty assigned to him
45. Employer Contribution to a government servant covered under CPF Scheme is limited to
- a. 10% of Basic Pay
 - b. 10% of Basic Pay and D.A. thereon
 - c. Up to full pay of the government servant
 - d. 12% of Basic Pay
46. Employee Contribution of a government servant covered under NPS Scheme is limited to
- a. 10% of Basic Pay
 - b. 10% of Basic Pay and D.A. thereon
 - c. Up to full pay of the government servant
 - d. 12% of Basic Pay

47. The rate of subscription to GP Fund is
- Minimum 10% of his emoluments and not more than his total emoluments
 - Minimum 6% of his emoluments and not more than his total emoluments
 - Minimum 6% of his emoluments, no limit on maximum
 - Minimum 10% of his emoluments, no limit on maximum
48. The Retirement Gratuity is admissible on superannuation subject to a maximum of
- Rs. 4.00 Lakhs
 - Rs. 20.00 Lakhs
 - Rs. 10.00 Lakhs
 - No limit on maximum amount
49. As per CCS (Conduct) Rules 1964 every government servant shall at all times-
- Maintain absolute integrity, maintain devotion to duty, do nothing which is unbecoming of a government servant
 - Maintain absolute integrity, maintain absolute sincerity, absolute honesty
 - Maintain absolute honesty, maintain political activity, do nothing which is unbecoming of a government servant
 - Maintain absolute integrity, maintain devotion to duty, act with fairness and partiality
50. Which of following is wrong statement in respect of CCS (Conduct) Rules 1964?
- A Govt. servant qualified to vote at such election may exercise his right to vote.
 - A Govt. servant shall canvass or otherwise interfere with or use his influence in connection with or take part in an election in legislature election only
 - Govt. servant endeavour to prevent any member of his family from taking part in elections
 - None of these

51. The Instance does not constitute an anomaly if junior draws more pay than the senior and stepping up of pay shall not be admissible in such cases:
- The junior and the senior should have held identical scales in the lower post and should hold identical scales in the highest post.
 - When a junior gets more pay due to additional increments earned on acquiring higher qualifications.
 - The junior should not have been drawing more pay than the senior from time to time in the lower post.
 - None of the above.
52. RISE announced by the Government of India in 2018 in connection with education stands for
- Revitalising Infrastructure and Systems in Higher Education
 - Reinventing Institutions and Systems in Higher Education
 - Reinforcing Infrastructure and Systems in Higher Education
 - None of the above.
53. The writ of Quo Warranto means:
- Production of body before the court
 - An order issued by a superior court to lower court or a tribunal forbidding it to perform an act outside its jurisdiction
 - An order from a superior court to a lower court, tribunal or public authority to perform an act, which falls within its duty
 - Restraining a person from acting in a public office to which he is not entitled
54. An employee becomes eligible for financial up-gradation w.e.f. 30th \ August 2008. Under which scheme of the Govt. of India, his case shall be considered?
- Modified Assured Career Advancement Scheme (MACP)
 - Assured Career Progression Scheme(ACP)
 - One Time Upward Movement
 - None of the above
55. An employee under old pension scheme superannuates at the age of

sixty, years after putting in eleven years of continuous service. He will be entitled to pensionary benefits:

- a. @ 50% of the Basic pay and Grade Pay last drawn or 10 months average pay last drawn whichever is beneficial to him
- b. @ Pension to be calculated on pro-rata basis keeping in view the total length of service as 20 years
- c. Shall be entitled to only gratuity to be calculated on pro-rata basis
- d. None of the above

56. A pensioner can be charge-sheeted under:

- a. Rule 14 of the CCS (CCA) Rules 1965
- b. Rule 9 of the CCS (pension) Rules, 1972
- c. Rule 16 of the CCS (CCA) Rules, 1965
- d. None of the above

57. An authority competent to incur expenditure may sanction the purchase of goods required for use in public service in accordance with provisions given in the

- a. Delegation of Financial Powers Rules.
- b. Departmental Regulations
- c. R&P
- d. GFR

58. As per GFR 2017 purchase of goods of the following value can be made by a duly constituted local purchase committee

- a. Above Rs. 50,000 and upto 5,00,000
- b. Above Rs. 25,000 and up to 3,00,000
- c. Above Rs. 25,000 and up to 2,50,000
- d. Above Rs. 30,000 and up to 2,50,000

59. Purchase of goods without inviting quotations or bids on the basis of a certificate to be recorded by the competent authority up-to the value of Rupees

- a. 10000/-
- b. 15000/-

- c. 25000/-
 - d. 50000/-
60. Amount of bid security should ordinarily range between
- a. 1 to 5% of the estimated value of the goods to be procured.
 - b. 2 to 5% of the estimated value of the goods to be procured.
 - c. 3 to 5% of the estimated value of the goods to be procured.
 - d. 5 to 10% of the estimated value of the goods to be procured.
61. Bid Security may be exempted for
- a. Micro and Small Enterprises (MSEs)
 - b. Suppliers registered with the Central Purchase Organisation or the concerned Ministry or Department.
 - c. Both of the above
 - d. None
62. Period for which Performance Security should remain valid beyond the date of completion of all contractual obligations of the supplier including warranty obligations?
- a. 30 days.
 - b. 45 days.
 - c. 60 days.
 - d. 90 days.
63. "Expression of Interest" should be sought where the estimated cost of the consulting services is
- a. above Rs. 20 lakh
 - b. above Rs. 25 lakh
 - c. up-to Rs. 20 lakh
 - d. up-to Rs. 25 lakh
64. The Ministries/Departments shall project their Annual Procurement Plan of goods and services on GeM portal within
- a. 30 days of Budget approval.
 - b. 30 days of financial year
 - c. 90 days of budget approval

d. 90 days of financial year

65. Where the bids from abroad are also to be obtained, the minimum period should be kept as
- a. 3 weeks for domestic and 4 weeks for foreign bidders.
 - b. 3 weeks for both domestic and foreign bidders.
 - c. 4 weeks for both domestic and foreign bidders.
 - d. 4 weeks for domestic and 6 weeks for foreign bidders.
66. An online real-time purchasing technique utilised by the procuring entity to select the successful bid, which involves presentation by bidders of successively more favourable bids during a scheduled period of time and automatic evaluation of bids is called
- a. Electronic Procurement.
 - b. Electronic Reverse Auction.
 - c. Electronic Buyer Seller Action.
 - d. Electronic Deliberation.
67. Buffer stock is the level of stock
- a. Half of the actual stock
 - b. At which the ordering process should start
 - c. Minimum stock level below which actual stock should not fall
 - d. Maximum stock in inventory
68. Who should certify that he has actually received the material and recorded it in the appropriate stock registers?
- a. The Store-keeper
 - b. The cashier
 - c. The officer-in-charge of stores
 - d. The head of office
69. PFMS stands for
- a. Public Financial Management System
 - b. Public Fiscal Management System
 - c. Public Foreign Management System
 - d. Public Financial Mortgage System

70. Powers to write off of losses are available under the

- a. R&P 1983
- b. GAR 1990
- c. GFR 2017
- d. Delegation of Financial Powers Rules.

71. Losses not due to depreciation shall be grouped under the following heads

- (i) losses due to theft or fraud
 - (ii) losses due to neglect
 - (iii) anticipated losses on account of obsolescence of stores or of purchases in excess of requirements
 - (iv) losses due to damage
- a. (i), (ii) and (iii)
 - b. (i, (iii) and (iv)
 - c. (ii, (iii) and (iv)
 - d. All of the above

72. Who of the following are not included in the term 'Family'?

- a. Married daughters who have been divorced and Wholly dependent
- b. Stepmother residing with and wholly dependent
- c. Father-in-law / mother-in-law of Government servant
- d. Unmarried Minor brothers residing with and wholly dependent on Government servant and whose parents are not alive

73. What is the income limit prescribed for dependency?
- a. Income not exceeding pension of ` 9,200 p.m. and Dearness Relief thereon
 - b. Income not exceeding pension of ` 9,000 p.m. and Dearness Relief thereon
 - c. Income not exceeding pensioner ` 9,500 p.m. and Dearness Relief thereon
 - d. Income not exceeding pension of ` 3 500 p.m. and Dearness Relief therein
74. As per Government of India amended guidelines maximum time permitted for submission of medical claims is
- a. 8 months
 - b. 3 months
 - c. 9 months
 - d. 6 months
75. Maximum percentage of pension allowed for commutation is
- a. 50%
 - b. 35%
 - c. 40%
 - d. 45%
76. The following is not a kind of Travelling Allowance
- a. Conveyance Allowance
 - b. Actual cost of Travelling
 - c. Daily Allowance
 - d. Compassionate Allowance
77. Transportation of a Motor Car at Government expenses is admissible on transfer for a Government Servant only when the Grade Pay reaches
- a. Rs. 4200 and above
 - b. Rs. 2800 and above
 - c. Rs. 5400 and above
 - d. Rs. 4800 and above
78. Travelling allowance to a Government Servant on retirement under SR 147 is permissible in the following case.

- a. When a Government Servant resigns his post
 - b. When a Government Servant is dismissed or removed
 - c. When a Government Servant is compulsorily retired as a measure of punishment
 - d. When a Government Servant retires voluntarily
79. The payment of Travelling Allowance to family of a Government Servant who dies while in service shall be applicable to
- a. A Government Servant who dies on the last day of his service
 - b. A Government Servant who dies during Leave Preparatory to Retirement
 - c. A Government Servant who has been re-employed after retirement
 - d. None of the above.
80. Advance of Travelling Allowance is not payable in the case of journey of the following kind
- a. To attend a departmental inquiry outside the HQRS
 - b. Transfer of a Government Servant from one Station to another
 - c. In case of a journey performed after retirement for settling down in a station other than the Home Town
 - d. None of the above
81. Combination of Appointment is dealt under which Fundamental Rules
- a. FR 35
 - b. FR 22
 - c. FR 26
 - d. FR 49
82. Pay fixation of Government Servants is governed by
- a. FR 22
 - b. FR 26
 - c. FR 27
 - d. None of the above
83. FR 51 deals with
- a. Appointments on Contract
 - b. Deputation out of India

- c. Increment
- d. None of the above

84. An ineffective or non performing Government Servant can be retired from the services by the Government of India under
- a. FR 56
 - b. FR 22
 - c. FR 17
 - d. None of the above
85. Provisions related to Travelling Allowance is regulated under
- a. Supplementary Rules
 - b. Fundamental Rules
 - c. Both 'a' and 'b' above
 - d. None of the above
86. FR 17 deals with
- a. Unauthorised absence
 - b. Working environment of the Department
 - c. Both 'a' and 'b' above
 - d. None of the above
87. Which of the following describes the situation where revenues and expenditures are equal during a given period?
- a. Public Debt
 - b. Budget Surplus
 - c. Balanced Budget
 - d. Budget Deficit
88. Expenditure incurred by a higher educational institute like NIT on building durable assets, like classrooms, hostels etc. are in the nature
- a. Capital Expenditure
 - b. Revenue Expenditure
 - c. Transfer Expenditure
 - d. Fixed Expenditure
89. The practice by Governments in which government spends more than it receives as revenue is referred to as:

- a. Peggy backing
 - b. Direct Funding
 - c. Deficit Financing
 - d. Pump Financing
90. Grants released to a higher educational institutes by the Government of India is in the form of
- a. Funds
 - b. Grants-in-Aid
 - c. Grants
 - d. Subsidy
91. Repayment of interest of HEFA loan is made from
- a. Internal Revenue Generation of the Institute
 - b. Grants received from the Government under OH-35
 - c. Grants received from the Government under OH-31
 - d. Corpus Fund of the Institute
92. Expenditure incurred on civil administration, defence forces is in the nature of
- a. Capital Expenditure
 - b. Revenue Expenditure
 - c. Transfer Expenditure
 - d. Productive Expenditure
93. Expenditure on Stipend and Fellowships are booked under:
- a. OH-31
 - b. OH-35
 - c. OH-36
 - d. Capital Expenditure
94. e-Journals/e-Books procured with validity of more than one year is considered as
- a. Capital Expenditure
 - b. Revenue Expenditure
 - c. Plan Expenditure

d. None of the above

95. Expenditure on medical treatment of employees and their dependents is booked under

- a. OH -31
- b. OH-36
- c. OH-37
- d. OH-35

96. Human Resource Management is

- a. A staff functions
- b. A line functions
- c. A staff Functions, line functions and accounting functions
- d. All the above

97. Finding ways to reduce is the key responsibility of the management

- a. Stress
- b. Uncertainty
- c. Dissatisfaction
- d. None of the above

98. Appointing Authority of Deputy Registrars in NITs is

- a. Director
- b. Senate
- c. Board of Governors
- d. Council of NITs

99. Mutual cooperation and networking is:

- a. Win-win strategy
- b. Networking strategy
- c. Franchise strategy
- d. Competitive strategy

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100. A list of Jobs duties, responsibilities, reporting relationships, and working conditions is called:

- a. Job enhancement
- b. Job specification
- c. Job description
- d. Job enlargement

-----END OF QUESTIONS-----

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Answer Key

Question No.	Answer
1.	d
2.	c
3.	c
4.	d
5.	b
6.	b
7.	a
8.	c
9.	b
10.	a
11.	c
12.	a
13.	c
14.	a
15.	c
16.	c
17.	c
18.	c
19.	a
20.	b
21.	c
22.	d
23.	c
24.	c
25.	a
26.	b
27.	a
28.	a
29.	d
30.	a
31.	c
32.	b
33.	b
34.	b
35.	a
36.	d
37.	a
38.	a

39.	c
40.	c
41.	c
42.	d
43.	b
44.	b
45.	a
46.	b
47.	b
48.	b
49.	a
50.	b
51.	b
52.	a
53.	d
54.	b
55.	a
56.	b
57.	a
58.	c
59.	c
60.	b
61.	c
62.	c
63.	b
64.	a
65.	c
66.	b
67.	c
68.	c
69.	a
70.	d
71.	d
72.	c
73.	b
74.	d
75.	c
76.	d
77.	a

78.	d
79.	a
80.	c
81.	d
82.	a
83.	b
84.	a
85.	a
86.	a
87.	c
88.	a
89.	c
90.	b
91.	c
92.	b
93.	a
94.	a
95.	b
96.	a
97.	b
98.	c
99.	a
100.	c

