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9. \_\_\_\_\_ % of the Office Supdt posts is to be filled through LDCE.  
A) 20 %                      B) 30 %                      C) 40 %                      D) 25 %
10. The time limit for providing information under RTI Act, 2005 is \_\_\_\_ days.  
A) 25                              B) 30                              C) 40                              D) No limit.
11. The amount payable to the Government for seeking information under RTI Act is Rs. \_\_\_\_\_.  
A) 50                              B) 300                              C) 250                              D) 10.
12. Employees who are placed under Suspension are entitled to \_\_\_\_\_.  
A) Dearness Allowance                              B) Subsistence Allowance  
C) Pay plus all Allowances                              D) Daily Allowance
13. On completion of \_\_\_\_\_ years of service, a railway employee is entitled for 3 privilege pass in a calendar year.  
A) 10                              B) 15                              C) 4                              D) 5.
14. Highest pay in Railways as per VI Pay Commission is \_\_\_\_\_.  
A) Rs.1 Lakh                      B) Rs.1.5 Lakhs                      C) Rs.80,000                      D) Rs.3.0 Lakhs
15. Final Withdrawal from P.F. under normal circumstance is admissible on completion of \_\_\_\_\_ years of service.  
A) 25                              B) 15                              C) 22                              D) 10.
16. Child Care Leave granted to female railway servants should be at least \_\_\_\_\_ days in one spell.  
A) 50                              B) 10                              C) 20                              D) 15.
17. Only \_\_\_\_\_ spells of Child Care Leave is admissible to a female railway servant in a calendar year.  
A) 5                              B) 3                              C) 4                              D) 8.
18. The maximum amount of DCRG payable on retirement to a railway servant is \_\_\_\_\_.  
A) 10 Lakhs                      B) 15 Lakhs                      C) 5 Lakhs                      D) No Limit.
19. A Railway servant can retire voluntarily from railway service on completion of \_\_\_\_\_ years qualifying service.  
A) 25                              B) 10                              C) 20                              D) 12.
20. A notice for Voluntary retirement submitted by a railway servant should be accepted by the \_\_\_\_\_ authority.  
A) P.H.O.D                              B) H.O.D.  
C) Appointing Authority                              D) Dy.H.O.D.

Adc

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21. A Medically decategorised employee should be placed on a \_\_\_\_\_ post till an alternate post is identified for him.
- A) Temporary post  
B) Supernumerary post  
C) Tenure post  
D) Ex-Cadre post.
22. Interest rate on PF accumulations for the year 2013-2014 is \_\_\_\_\_ %
- A) 8.7 %      B) 8.6 %      C) 8.8 %      D) 8.5 %.
23. The vacancies assessed for filling up AME (Group B) posts should be apportioned between Promotion quota and LDCE in the ratio of \_\_\_\_\_.
- A) 50:50      B) 60:40      C) 75:25      D) 70:30.
24. The assessment period for Group B selection is \_\_\_\_\_ months.
- A) 30      B) 15      C) 36      D) 24.
25. The Grade pay attached to the post of SPO is Rs. \_\_\_\_\_.
- A) Rs.12000      B) Rs.8000      C) Rs.3500      D) Rs.6600.
26. Study Leave to a Group C Railway servant can be sanctioned by \_\_\_\_\_.
- A) PHOD      B) Dy.HOD      C) GM      D) Railway Board.
27. An employee sanctioned Ex-India leave should vacate the Railway quarters if the period of Ex-India leave exceed \_\_\_\_\_ days.
- A) 150      B) 180      C) 200      D) 100.
28. If the distance between old station and new station on transfer is 1000 KMS or less, then the employee is entitled to \_\_\_\_\_ days joining time.
- A) 25      B) 15      C) 10      D) 20.
29. Commuted leave can be sanctioned to a Group C railway servant based on Private Medical Certificate if the sick period is upto \_\_\_\_\_ days (Max).
- A) 20      B) 30      C) 10      D) 3.
30. Group B officers are entitled to \_\_\_\_\_ sets of privilege passes in a calendar year.
- A) 8      B) 6      C) 5      D) 7.

State whether the following are True or False:

31. Leave cannot be claimed as a matter of right as per leave rules.
32. Disciplinary authority for an Office Supdt is Group B officer.
33. Senior Scale officers have no powers to sanction leave for Group B officers working under their control.
34. All Physically Handicapped employees are entitled to Double the rate of Transport Allowance.
35. Inter-Railway request transfer of Group C staff should have the approval of General Manager.

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36. There is no reservation for OBC employees in promotion.
37. The present percentage of Dearness Allowance is 82 %
38. The method of filling up vacancies through prescribed bench mark has been extended upto 31/12/2013.
39. General Manager has no powers to create Gazetted Revenue posts except Work-Charged posts.
40. Conduct of Pre-Promotion classes is mandatory in selections where vacancies are reserved for SC/ST employees.

Expand the following:

- 41) LND 42) IRWO 43) SBF 44) PNM 45) CMM 46) MRVC 47) KRCL  
48) RWF 49) IRAS 50) IRIEEN

Part B – Answer any 4 questions . Each question carry 5 marks 20 marks

1. Describe the procedure for imposition of Minor Penalty as per Railway Servant (Discipline and Appeal) Rules, 1968.
2. Write Short notes on any two of the following:
  - i) Child Care Leave
  - ii) Commuted leave.
  - iii) Maternity Leave
  - iv) Paternity Leave.
3. Write briefly about the financial upgradations that an employee is entitled under MACP scheme ?
4. Indicate any 5 purpose for which Special Casual Leave is sanctioned to Railway employees together with the quantum of such leave admissible for each purpose?
5. Write short notes on any two of the following:
  - i) Privilege Pass
  - ii) Post-retirement Pass
  - iii) Metal Pass
  - iv) Residential Card Pass
6. Indicate any 6 purposes for which Staff Benefit fund is utilised.
7. The Ch.OS of your office is retiring on 31/07/2013. Please draft a letter from your AWM to SPO requesting him to fill up the vacancy duly indicating the work load in your office and the absolute necessity to fill up the vacancy on priority.

Part C – Answer any 2 questions . Each question carry 15 marks 30 marks

1. Briefly describe the various Settlement benefits that an employee is entitled on normal retirement ?
2. Describe the important provisions of Right to Information Act, 2005.
3. Describe the procedure for imposition of Major Penalty.
4. Describe the various welfare amenities provided by ICF to its employees.
5. Write briefly about the amount of award and personal pay granted for passing Hindi Prabodh, Praveen and Pragya examinations?

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