


Part - A (60 x 1 = 60 Marks)

1.	What is the fee prescribed for the first hour of inspection of records of public authority under RTI Act? (A) Rs. 5 (B) Rs.10 (C) Rs.20 (D)No Free	[D]
2.	For the CPIO to disclose certain information, the Competent Authority should be satisfied that larger public interest warrants its disclosure. This information pertains to (A) A Commercial confidence (B) Trade Secrets (C) Information available to a person in his fiduciary relationship (D) All of the Above	[D]
3.	The First Appellate Authority should decide on first appeals (A) Within 30 days from the receipts of the first appeals (B) In less number of days that the PIO concerned took to take a decision on the application (C) Within 45 days from the date of receipt of the appeal, if the reasons are recorded. (D) Both (1) and (3)	[D]
4.	The officer designated by the public authorities in all administrative units or offices under it to provide information to the citizens requesting for the information under the RTI Act is known as: (A) Appellate Authority (B) Chief Information Commissioner (CIC) (C) Public Information Officer (PIO) (D) Assistant Public Information Officer	[C]
5.	How many spells of CCL can be granted to a single male Government servant? (A) Male Govt. servant is not eligible for CCL (B) Four Spells (C) Six Spells in a calendar Year (D) Three Spells in a calendar Year	[D]
6.	An applicant asked information to the CPIO of IIIT, asking for providing the copies of Caste Certificates of few employees. Please suggest the correct decision of denial of information under RTI Act: (A) Deny-as information falls under Sec 8(1) (d)- Commercial confidence (B) Deny-as information falls under Sec 8(1) (j)-Personal information of 3 rd person (C) Deny - as information falls under Sec 8(1) (e)-information in fiduciary relation (D) Deny-as information falls under Sec (8) (g)-Endanger the life of person	[B]
7.	After how many days an information seeker may file for 2 nd Appeal, if he is not provided with information/not satisfied with the decision of 1 st Appellate authority (A) 30 days (B) 60 Days (C)90 Days (D) 120 Days	[C]
8.	In a two bid system of procurement which are the two bids (A) Technical bid and dynamic bid (B) Technical bid and online bid (C) Technical bid and financial bid (D) Commercial bid and dynamic bid	[C]
9.	Which of the following is not a requirement to be fulfilled by an information seeker while asking the information from a public authority: (A) He is to apply in writing or through electronic media to CPIO (B) He is to give the reason and justify the purpose for which information is required (C) He is to mention that he is citizen of India (D) Minimum fee as prescribed from time to time is to be paid along with application	[B]

10.	The RTI Act gives right to seek information from the following: (A) Private Companies (B) MNCs (C) Public Authorities (D) Associations	[C]
11.	Who are qualified under EWS category for taking the benefit of reservation in Central Govt. jobs: (A) Persons who are not covered under SC/ST/OBC (B) Whose family's gross annual income from all sources is below Rs. 8 lakhs (C) Family should not have residential flat above 5000 sq. yds residential flat (D) Both (1) and (2)	[D]
12.	Which is not true about OBC reservations in Central Government? A) Reservation is 27% in promotions in Central Government B) Income limit to become eligible (Non-creamy layer) is Rs 8.00 lakhs per annum C) Age relaxation for direct recruitment – three years for all posts D) Sub quota of 4.5% for minority is carved out from 27%	[A]
13.	In a 13 point roster, an initial recruitment will come at which place, if the cadre strength is also 13: A) 10 th B) 13 th C) 4 th D) No where	[A] 
14.	What is the percentage of Government contribution under NPS from 1 st April 2019? A) 10% B) 12% C) 14% D) 15%	[C]
15.	What is the income tax exemption limit on gratuity? A) Rs 10 lakhs B) Rs 2.5 lakhs C) Rs 20 lakhs D) No limit	[C]
16.	What is the estimated cost of repair works may be assigned by an institute/department/government to CPWD/PWD/MES etc A) Up to Rs 30 lakhs B) More than Rs 30 lakhs and less than Rs 100 lakhs C) More than Rs 100 lakhs D) None of these	[B]
17.	LTC journey can be combined with _____ A) Tour B) Transfer C) Child Care leave D) All of the above	[D]
18.	PFMS is used for _____ A) Bill processing and receipt management B) Financial reporting C) Fund flow management D) All of the above	[D]
19.	How will the transit period be treated in case of transfer at own request? A) May be sanctioned regular leave to cover the transit period B) Treated as break in service C) Treated as irregular service D) None of the above	[A]
20.	As per IIT Act, who is the visitor of IITs? A) Minister of HRD B) President of India C) Chairman of the Institute D) Prime Minister of India	[B]

21.	The term sabbatical is connected with _____ A) Paid leave for study B) Maternity leave C) Paternity leave D) Quarantine leave	[A]
22.	Maternity leave is granted to a female employee for a maximum of _____ A) 150 days B) 180 days C) 210 days D) 240 days	[B]
23.	What is true about "Lien" A) The title of Government servant to hold on regular basis on a post B) On a tenure post to which has been appointed on regular basis C) On a post on regular basis still having probation period continuing D) Both (A) and (B)	[D]
24.	The pay fixation on promotion is done as per _____ fundamental rule A) FR-21 B) FR-20 C) FR-27 D) FR-15	[A] FR-22 ✓
25.	Which is correct regarding composition of Compliant Committee on sexual harassment of working women? A) It should be headed by a women B) Not less than half of the members should be women C) At least one member should be from third party, NGO or other body who is familiar with the issue of sexual harassment D) All of the above	[D]
26.	If an employee drawing basic of Rs 19,900 per month in level-1 and living is Z class city and not provided Govt. accommodation. What would be the his/her eligibility to draw HRA? A) Rs 1592 B) Rs 1800 C) Rs 3600 D) Rs 1990	[B]
27.	In case advance not drawn for LTC, the officials are liable to submit their LTC claims within _____ month(s). A) One B) Two C) Three D) 12	[C]
28.	Preservation period for keeping service books after death, resignation and discharge of employee is _____ A) 10 years B) 2 Years C) 5 Years D) for ever	[C]
29.	Earned leave can ordinarily be combined with the following: A) Casual leave, Half pay leave , maternity leave B) Study leave, casual leave, maternity leave C) Study leave, half pay leave, maternity leave D) Casual leave, hospital leave, paternity leave	[C]
30.	Extraordinary leave is granted to a Government servant only if A) No other leave is admissible B) When other leave is admissible but Government servant applies in writing for extraordinary leave C) When Government servant is on notice period for voluntary retirement D) No such extraordinary leave exist	[C] A/B

31.	Which is not true about Leave Not Due (LND) A) It may be granted to a permanent government servant with no half pay leave at credit B) It is not granted with medical certificate only C) LND during entire service is limited to 360 days only D) LND will be debited to half pay leave which employee earns subsequently	[B]
32.	Which is not true about casual leave A) Can be combined with medical leave/earned leave B) Can be taken half day C) LTC can be availed during casual leave D) Maximum five days can be availed at a time	[A]
33.	For the fresh recruits in government, first LTC for anywhere is allowed _____ A) On first occasion i.e., after completion of first year of service B) On second occasion .e., after completion of two years of service C) On fourth occasion .e., after completion of three years of service D) Any time in the first block period	[C]
34.	Encashment of Earned Leave (EL) along with LTC during the entire service of an employee is admissible a maximum of _____ days A) 10 B) 20 C) 60 D) 120	[C]
35.	Who among the following family members of a Govt. Employee is/are not entitled for medical facilities/concessions from Central Government CGHS/AMAs? A) Parents B) Son more than 25 years of age and not earning C) Son suffering from permanent disability of any kind (physical/mental) having 30 years of age D) Widowed daughters	[B]
36.	With effect from June 20, 2018, what is the limit for grant of advance to the family of a Government servant who dies while in service? A) Rs 8000 B) Rs 15000 C) Rs 20000 D) Rs 25000	[D]
37.	What is age limit for grant of Child care leave to a female Govt. servant in case of disabled child? A) 18 years B) 22 years C) 25 years D) No age limit	[D]
38.	What is the ceiling of package rate for annual medical examination for Group 'A' women officers? A) Rs 2200 B) Rs 2500 C) Rs 2000 D) Rs 2300	[X] A
39.	Home town declaration should be kept in _____ of the Government servant who is Non-gazetted staff A) Personal file B) Service book/service record C) APAR D) A separate Guard book	[B]
40.	What is the time limit for forwarding appeals to the appellate Authorities under CCS (CCA) rules? A) 60 days B) 45 days C) 30 days D) 50 days	[B]

41.	The long title of RTI Act seeks to promote the following qualities in the working of every public authority A) Transparency above B) Punctuality C) Efficiency D) All of the above	[A]
42.	The central government gives funds to the IITs for expenditure on salary of employees and running day to day activities as _____ A) Donation B) Non-refundable loan C) Grant-in-aid D) HEFA loan	[C]
43.	The full form of HEFA used in educational institutions is _____ A) Higher efficiency Fuel Agency B) Higher learning Fund Agency C) Higher Education Fellowship Agency D) Higher Education Funding Agency	[D]
44.	Which of the following are the heads of budget and fund allocations for salary and other day to day expenses to CFTIs by Central Govt.: I OH-31 II OH-35 III OH-36 IV F-16 A) Only I is correct B) Only II is correct C) Only I and III are correct D) All are correct	[C]
45.	Which pension scheme is applicable to first time central government employees joined/joining after 1.1.2014 A) EPF B) GPF C) NPS D) None of the above	[C]
46.	Which of the following is not a capital expenditure? A) Construction of laboratory B) Purchase of staff car C) Repair and maintenance of wash basin D) Purchase of Software	[C]
47.	An Officer of the rank of _____ is nominated in each Ministry to ensure compliance of SC/ST/OBC /PWD reservations. A. Under Secretary B. Joint Secretary C. Deputy Secretary D. Secretary	[C]
48.	Annual property return is to be submitted by Government servants by which date? A) 31 st January B) 31 st March C) 31 st December D) 31 st September	[A]
49.	Full form of EBSB programme launched by Government is _____ A) Ek Baccha Show Bache B) Ek Bharat Show Barat C) Ek Bhi Show Na Bache D) Ek Bharat Sherstha Bharat	[D]

50.	Research and Sponsored projects are sanctioned based on review to faculty of IITs/NITS/IIITs by the sponsoring agencies. These faculties are called _____ A) Chairman of the project B) Principal Investigator(s) of the project C) Master of the project D) Advisor of the project	[B]
51.	The recruitment rules (RPN) of IIITs were framed under the chairmanship of _____ A) Prof Kota Harinarayana B) Prof S Sadagopan C) Prof S V Raghavan D) Secretary, MHRD	[C]
52.	What is LTC-80 scheme? A) Determining fare ceiling in air journey B) Determining permissible class of air journey C) Mode of air ticket booking D) All of the above	[A]
53.	Central government is emphasizing to have procurement of goods preferably using _____ A) PMS B) PFMS C) GeM D) HEFA	[C]
54.	Which of the following is true about the relationship of IITs and IIITs A) Both have Governing Body as BoG B) Both are institutions of National Importance C) Both have their own council D) All of the above	[D]
55.	What is cost plus contract? A) A contract where cost is added B) Cost of supplies plus profit at a fixed rate per unit or at a fixed % C) Cost of supplies minus profit at a fixed rate per unit or at a fixed % D) None of these	[B]
56.	Which of the following is not counted as qualifying service in Government? A) Deputation and Foreign Service B) Suspension followed by minor penalty C) Service rendered before attaining of 18 years of age D) All kinds of leaves with salary	[C]
57.	What is one time lump sum incentive admissible to a government servants who acquire degree in engineering in the respective discipline as per 7 th CPC is A) Rs 4000 B) Rs 6000 15000 C) Rs 8000 D) Rs 10000	[C]
58.	The residual value of an asset is _____ A) The amount realized on the sale of an asset B) The price paid on the purchase of the asset C) Reduced value of the asset every year D) None of the above	[A]

59.	Specific donation received should be shown on _____ A) Income side of income and expenditure account B) The liability side of balance sheet C) The assets side of balance sheet D) None of the above	[B]
60.	The system of recording transactions based on dual aspect is called _____ A) Dual Account system B) Double entry system C) Cash accounting D) General entry system	[A] B

Part – B (20 questions each carry 2 marks)

61.	Outstanding salaries are shown as _____ A) An expense B) A liability C) an income D) an asset	[B]
62.	Capital is shown under liabilities because of the _____ A) Entity concept B) Accrual concept C) Dual aspect concept D) Going concern concept	[A]
63.	An accounting entry which has more than one debit and or credit is called _____ A) Single B) Compound C) Multiple D) None of these	[B]
64.	For the purpose of Sec-3-C of these rule "Sexual harassment" includes such unwelcome sexually determined behavior whether directly or otherwise as _____ i) Physical contact as advances ii) Demand or request for sexual favors iii) Sexually colored remarks iv) Showing any pornography or any other unwelcome physical, verbal or non-verbal conduct of a sexual nature A) Only i), ii) & iii) B) Only ii), iii) & iv) C) Only ii), iii) & iv) D) All of the above	[D]
65.	Conduct rules in IIITs are part of _____ A) IIIT Act B) Statutes of the IIITs C) Ordinances of IIITs D) None of these	[B]
66.	Which of the following is not a major penalty? A) Dismissal from service B) Censure C) Reduction to a lower time-scale of pay, grade, post or service for a period to be specified in order to penalty D) Removal from service	[B]

67.	Within which period, Paternity leave can be availed? A) Six months B) Three months C) Four months D) Fifteen days	[A]
68.	Which of the following is not source of internal resource generation of revenue in an institute? A) Consultancy/ overhead charges from projects B) Interest from investments C) Library fees Electricity bill charged from employees	[D]
69.	Which of the following is not true about admissibility of transport allowance to central Govt. employees A) Not admissible to employees who are provided with facility of Govt. transport B) Not admissible to employees who are staying within campus and allotted with Govt. accommodation C) Admissible to handicapped employees at the double rate D) Not admissible during the period of deputation	[B]
70.	Which one of the following is not true about superannuation age of employees of IITs/IITs? A) Professor – 65 years B) Superintendent – 60 years C) Registrar – 62 years D) Directors/Vice-chancellors – 62 years	[D]
71.	For violation of CCS (Conduct) Rules, 1964, Rule 20, for the second time, a Government servant is liable to be A) Advised in writing to desist from such act B) Warned in writing by the Disciplinary Authority C) Subjected to disciplinary action D) Transferred to some other place	[B]
72.	Which of the following will not amount to strike? A) Refusal to work by a group of employees acting in combination B) Refusal to perform work beyond normal working hours C) Mass abstention from work without permission D) Absenting from duties, without prior permission or intimation, for more than one month	[D]
73.	What do you understand by the term "Insolvency"? A. Inability or lack of means to pay debts B. Unwillingness to repay debts C. A person offering to sell of his assets to pay off debts D. Heavy losses in share market	[A]
74.	What does PRAN stand for? A) Permanent Registration Account Number B) Permanent Retirement Account Number C) Preliminary Retirement Account Number D) Post Retirement Account Number	[B]

75.	Family of a CPF subscriber can get pension benefits in lieu of CPF, subject to the condition that A) Employee died without exercising option before the prescribed date B) Employee is killed or die as a result of injuries sustained in the performance of his duties C) The family exercises option to receive pension benefits, when the employee dies in harness D) Employee commits suicide	[C]
76.	An employee gets promotion on 01.07.2017 and opted to fix his pay from the date of promotion. His DNIs will be A. 01.07.2017 and then 01.01.2018 B. 01.01.2018 and then 01.07.2018 C. 01.01.2018 and then 01.01.2019 D. 01.07.2018 and then 01.07.2019	[C]
77.	Who will appoint / designate the CPIO / PIO for providing information under RTI Act? A. First appellate authority B. Head of public authority C. Central Information Commission D. All of the above	[B]
78.	The reservation roster for direct recruitment on all India basis otherwise than by open competition is ---- A. 150 point post based B. 200 point vacancy based C. 200 point post based D. 120 point post based	[C] BoC
79.	If an employee has encashed 10 EL along with LTC and if he has 300 days EL balance as on date of retirement, the admissibility for EL encashment on retirement will be ____ days A. 290 B. 280 C. 310 D. 300	[D]
80.	Purchase of goods on each occasion may be made on the recommendations of a duly constituted Local Purchase Committee costing A) above Rs. 10,000 up-to Rs.1,00,000/- B) above Rs. 15,000 up-to Rs.1,50,000/- C) above Rs. 25,000 up-to Rs.1,50,000/- D) above Rs. 25,000 up-to Rs.2,50,000/-	[D]

75	Family of a CDF subscriber can get pension benefits in lieu of CDF, subject to the condition that (A) Employee dies without exercising option before the prescribed date (B) Employee is killed or dies as a result of injury sustained in the performance of his duties (C) The family exercises option to receive pension benefits when the employee dies in harness (D) Employee commits suicide	C
76	An employee gets promotion on 01.07.2017 and opted to fix his pay from the date of promotion. His DDA will be A. 01.07.2017 and then 01.01.2018 B. 01.01.2018 and then 01.07.2018 C. 01.01.2018 and then 01.07.2019 D. 01.07.2018 and then 01.01.2019	C
77	Who will appoint/designate the CMO (PIO) for providing information under RTI Act? A. First appellate authority B. Head of public authority C. Central Information Commission D. All of the above	B
78	The reservation roster for direct recruitment on all India basis otherwise than by open competition is — A. 100 point post based B. 200 point vacancy based C. 200 point post based D. 100 point post based	C Bor C
79	If an employee has accumulated 10 L.T. along with L.T. and if he has 300 days EE balance as on date of retirement, the entitlement for L.T. withdrawal on retirement will be _____ days A. 200 B. 280 C. 310 D. 300	D
80	Purchase of goods on each occasion may be made on the recommendations of a duly constituted Local Purchase Committee consisting (A) above Rs. 10,000 up to Rs. 1,00,000/- (B) above Rs. 15,000 up to Rs. 1,50,000/- (C) above Rs. 25,000 up to Rs. 1,50,000/- (D) above Rs. 25,000 up to Rs. 2,50,000/-	D